



**REGULAR MEETING OF COUNCIL
A G E N D A
Thursday, March 16, 2023, 6:00 pm
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
5. APPROVAL OF MINUTES
 - 5.1 Minutes of the March 1, 2023, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Correspondence – Alberta Municipal Affairs Budget 2023
 - 6.2 Council Committee Reports
 - 6.3 Town of Bashaw February 28, 2023 Month End Statement
 - 6.4 Public Works Report
 - 6.5 CAO Report
7. NEW & UNFINISHED BUSINESS
 - 7.1 Bylaw # 821 – 2023 – Update Wastewater Disposal fee
 - 7.2 Household Hazardous Waste Roundup 2023
 - 7.3 Municipal Sustainability Initiative Operating Grant 2023
 - 7.4 2023 Operating Budget Draft – Unaudited Actuals
 - 7.5 Signing Authority Changes
 - 7.6 Bashaw Municipal Library – Motions and Approval of Financial Reviewer
8. COMMITTEE REPORTS – action to be considered
9. CORRESPONDENCE ITEMS – Action to be considered
10. CLOSED MEETING OF COUNCIL
11. NOTICES OF MOTION
12. NEXT MEETING: April Meeting Dates – April 5 & 19, 2023 – 6:00 pm
13. ADJOURNMENT



REGULAR MEETING OF COUNCIL MINUTES

Wednesday, March 1, 2023 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Electronic Conference

In Person: CAO Fuller (5:30 pm), Councillor McIntosh (5:50 pm), Mayor McDonald (5:50 pm), Deputy Mayor Orom (5:50 pm), and Councillor Northey (5:50 pm)

Zoom Connection: Councillor Gust – 6:00 pm.

Public Zoom: Nicholas Georgio Estefan, Lisa Turcotte, Michael Boyer and Stu Salkeld – Zoom opened to public at 6:00 pm.

Recording Secretary: Theresa Fuller

Absent: Foreman Taylor absent with notice.

Press: Stu Salkeld – by Zoom

Public: None – All connected by Zoom.

1. CALL TO ORDER by Mayor McDonald at 6:02 pm.

2. ADOPTION OF AGENDA

MOVED by Councillor McIntosh to approve the March 1, 2023, Regular Meeting of Council Agenda with the Addition of 10.2 Land – Development Application – FOIP Section 24.

MOTION #040-2023

CARRIED.

3. PUBLIC HEARINGS - none

4. DELEGATIONS - none

5. APPROVAL OF MINUTES

5.1 Minutes of the February 9, 2023, Regular Meeting of Council

MOVED by Councillor Northey to approve the minutes of February 9, 2023, Regular Meeting of Council.

MOTION #041-2023

CARRIED

6. CONSENT AGENDA

6.1 Correspondence – Camrose Resort Casino – Rural Charities
Town of Tofield- Relocation of Camrose Casino
8760 Energy Update Newsletter

6.2 Council Committee Reports – Mayor Rob McDonald requested his report be discussed as 8.1 in Committee reports.

MOVED by Councillor Northey to accept the March 1, 2023, Correspondence and Council committee reports as information.

MOTION #042-2023

CARRIED.

7. NEW & UNFINISHED BUSINESS

7.1 Bylaw # 819 – 2023 – Amend Master Rates & Schedules Bylaw – Third Reading

MOVED by Councillor McIntosh to approve third and final reading of Bylaw 819-2023 to amend Master Rates & Schedules Bylaw 760-2014 Utility Service Consumer Fee, Section 3, Appendix A, changing the Fixed Component/Flat Fee Bi-Monthly to \$75.50.

MOTION #043-2023

CARRIED

7.2 Bylaw # 820 – 2023 – Bylaw Enforcement Officer Bylaw

MOVED by Councillor McIntosh to proceed with first reading of Bylaw 820-2023 Bylaw Enforcement Officer Bylaw.

MOTION #044-2023

CARRIED.

MOVED by Councillor Northey to proceed with second reading of Bylaw 820-2023 Bylaw Enforcement Officer Bylaw.

MOTION #045-2023

CARRIED

MOVED by Deputy Mayor Orom to approve unanimous consent to proceed to third reading of Bylaw 820-2023 Bylaw Enforcement Officer Bylaw.

MOTION #046-2023

CARRIED

MOVED by Councillor Gust to approve third and final reading of Bylaw 820-2023 Bylaw Enforcement Officer Bylaw.

MOTION #047-2023

CARRIED

7.3 Bylaw # 821 – 2023 – Update wastewater Disposal fee

Discussion progressed; Council was concerned the charges seemed low.

MOVED by Councillor Gust to proceed with first reading of Bylaw 821-2023 to provide updated Wastewater disposal fees, amending bylaw 683-2004 Bylaw to provide for the establishment of effluent, domestic and commercial/industrial wastewater disposal services.

MOTION #048-2023

CARRIED.

7.4 Household Hazardous Waste Roundup 2023

MOVED by Councillor McIntosh to direct administration to contact Camrose County to explore the opportunity to partner for the costs on the Household Hazardous Waste Roundup.

MOTION #049-2023

CARRIED

MOVED by Councillor McIntosh to direct administration to contact the City of Lacombe, town of Stettler, and inquire if they would process Bashaw resident Household Hazardous waste.

MOTION #050-2023

CARRIED

MOVED by Deputy Mayor Orom to table previous motion, number 050-2023.

MOTION #051-2023

CARRIED

8. COMMITTEE & STAFF REPORTS

8.1 Committee Reports

- a. Mayor McDonald – February 27, 2023 – CAO Review
February 24, 2023 – Meeting with RCMP; Darcy Fleury, Scott Lande, and Brent Meyer.
New Initiative – Chatted about planning Saturday morning – Coffee with Council. Looking to chat with residents at the small room at the community hall. Tentatively planned for Saturday, March 11, 2023, from 10:00 am to 12:00 pm; depending on the availability of the facility.

9. CORRESPONDENCE ITEMS - Action to be considered

Fire Chief Dustin Hemmingson and Assistant Deputy Chief Dennis Jones arrived at 6:44 pm.

MOVED by Councillor McIntosh to move into Closed Meeting of Council for item 10.1 – Legal – Municipal Agreement – FOIP Section 21, and 10.2 Land – Development Application – FOIP Section 24 at 6:45 pm.

MOTION #052-2023

CARRIED

10. CLOSED MEETING OF COUNCIL

- 10.1 Legal – Municipal Agreement – FOIP Section 21
- 10.2 Land – Development Application – FOIP Section 24

Dustin Hemmingson and Dennis Jones left the meeting at 7:30 pm.

MOVED by Councillor McIntosh to move out of Closed Meeting of Council at 8:30 pm.

MOTION #053-2023

CARRIED

11. NOTICE OF MOTION – none presented.

12. NEXT MEETING: March 15, 2023 – 6:00pm in Council Chambers

MOVED by Councillor Northey to change the next meeting date from March 15, 2023 to March 16, 2023, at 6:00 pm.

MOTION #054-2023

CARRIED

13. ADJOURNMENT – Councillor McIntosh at 8:34 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
M.L.A. Calgary-Shaw*

AR111005

Dear Chief Elected Officials:

My colleague, the Honourable Travis Toews, President of Treasury Board and Minister of Finance, has tabled *Budget 2023* in the Alberta Legislature. I am writing to share information with you about how *Budget 2023* impacts municipalities.

Alberta's government is helping to secure Alberta's future by investing almost \$1 billion to build stronger communities across our province. The Municipal Affairs budget reflects an overall increase of \$45.2 million from the previous budget. These investments will continue to support municipalities in providing well-managed, collaborative, and accountable local government to Albertans.

We have heard frequently how important it is for Alberta municipalities to secure reliable, long-term funding for infrastructure and services in your communities. Through *Budget 2023*, capital support for municipalities is being maintained with \$485 million provided through the Municipal Sustainability Initiative (MSI). In addition, we are doubling MSI operating funding to \$60 million. The estimated 2023 MSI allocations are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

Next year, we will be introducing the Local Government Fiscal Framework (LGFF), an updated framework that ties funding to provincial revenue changes, which will ensure sustainable funding levels for the province and allow municipalities to plan more effectively for the future. The baseline funding amount for the LGFF will be \$722 million in 2024/25. Furthermore, we heard your feedback and, subject to approval by the Legislature, are updating the legislation so that this amount will increase or decrease at 100 per cent of the percentage change in provincial revenues from three years prior, rather than 50 per cent as legislated. Based on the most current financial data and subject to approval of the legislation, we anticipate funding for municipalities will increase by 12.6 per cent to approximately \$813 million for the 2025/26 fiscal year.

The federal Canada Community-Building Fund (CCBF), which provides infrastructure funding to municipalities throughout the province, will see an increase of \$11.1 million to Alberta. The estimated 2023 CCBF allocations are available on the program website at www.alberta.ca/canada-community-building-fund.aspx.

MSI and CCBF program funding is subject to the Legislative Assembly's approval of *Budget 2023*. Individual allocations and 2023 funding are subject to ministerial authorization under the respective program guidelines. Federal CCBF funding is also subject to confirmation by the Government of Canada. Municipalities can anticipate receiving letters confirming MSI and CCBF funding commitments in April.

.../2

I am pleased to inform you that an additional \$3 million in grant funding is being committed in support of local public library boards, which means an increase of at least five per cent for all library boards. This funding increase will help maintain the delivery of critical literacy and skill-building resources to Albertans. There will also be an increase of \$800,000 in funding to the Land and Property Rights Tribunal to expand capacity for timely surface rights decisions.

Additionally, *Budget 2023* will provide an increase of \$500,000 to provide fire services training grants. Public safety is always a priority, and while we respect that fire services is a municipal responsibility, our government recognizes that a strong provincial-municipal partnership remains key to keeping Albertans safe.

As we all look forward to the year ahead, I want to re-iterate that Alberta municipalities remain our partners in economic prosperity and in delivering the critical public services and infrastructure that Albertans need and deserve. Municipal Affairs remains committed to providing sustainable levels of capital funding, promoting economic development, and supporting local governments in the provision of programs and services.

Alberta's economy has momentum, and we are focused on even more job creation and diversification as we continue to be the economic engine of Canada. At the same time, we recognize Albertans are dealing with the financial pressures of high inflation.

Budget 2023 will help grow our economy while also strengthening health care, improving public safety, and providing relief to Albertans through the inflation crisis. Alberta's government will do its part by remaining steadfastly committed to responsible management, paying down the debt, and saving for tomorrow.

With these priorities in mind, we will move forward together in fulfilling Alberta's promise and securing a bright and prosperous future for Alberta families.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Schulz', written in a cursive style.

Rebecca Schulz
Minister

Council Committee Reports – March 16, 2023

Mayor Rob McDonald: Nothing to report.

Deputy Mayor Cindy Orom:

February 13, 2023 – Bashaw Youth Foundation meeting. They are accessing the individual who did the Bashaw & District Support Services rebrand for their rebrand. Lots of summer programming is in the works.

Councillor Jackie Northey:

February 23, 2023 - Attended the Parkland Regional Library Meeting. The Board provided an orientation for all new members which is always a great refresher. There is seems to be a challenge with the consistency between the municipal population that is used to provide Provincial Funding to municipalities and the municipal population that is used to collect funding from municipalities which has prompted some municipalities to request opening the membership agreement to amend a clause that is directly tied to that issue.

In 2023, Bashaw is considered to have a population of 757 according to the Treasury Board. The meeting was well attended and efficient.

The Bashaw Recreation Board will hold their annual meeting in April and has opened a new round of requisitions due March 31.

The Wellness Committee has worked closely with the Primary Care Network to bring in a Nurse Practitioner starting last week. For now, we have them one day a week, including a nurse to support, but are working towards a permanent full time solution. We have applied for two grants to support start-up, have initiated a meeting with MLA's and will be working with the PCN, RhPAP and AHS to create what we hope will be a Health Hub for the region.

Councillor Bryan Gust:

March 1, 2023 – participated in a Bashaw & District Support Services meeting.

Councillor McIntosh:

March 1, 2023 – Reviewed information on rollout of new Emergency Alert system.

March 9, 2023 – Attended Bashaw Chamber of Commerce AGM. Same general executive with addition of Dan Zembal as director. Slight increase to fees planned for next year but increased programming; like lemonade day and being part of the election forum are coming.

March 15, 2023 – Presented to students at WM E Hay (Stettler) on local government.

**TOWN OF BASHAW
MONTHLY STATEMENT
February 28, 2023**

| DESCRIPTION | GENERAL ACCOUNT | TERM DEPOSIT | TOTAL |
|--|-----------------|---------------|-----------------|
| BALANCE AT END OF PREV MONTH | \$ 1,048,084.42 | \$ 465,014.79 | \$ 1,513,099.21 |
| RECEIPTS FOR THE MONTH | \$ 7,523.28 | | \$ 7,523.28 |
| ALBERTA DIRECT DEPOSIT | \$ 125,657.16 | | \$ 125,657.16 |
| TAX RECOVERY | | | \$ - |
| CCUBC /ROYAL/ATB /DEBIT- PAYMENTS | \$ 34,854.14 | | \$ 34,854.14 |
| SERVUS CREDIT UNION - INTEREST | \$ 4,279.85 | | \$ 4,279.85 |
| TERM INTEREST #47 | \$ 1,361.12 | | \$ 1,361.12 |
| TERM INTEREST #48 | \$ 320.58 | \$ - | \$ 320.58 |
| TERM DEPOSIT | | \$ - | \$ - |
| TRANSFER FROM GENERAL TO TERM | | \$ - | |
| TRANSFER FROM TERM TO GENERAL | \$ - | | \$ - |
| SUB-TOTAL | \$ 1,222,080.55 | \$ 465,014.79 | \$ 1,687,095.34 |
| DISBURSEMENTS FOR THE MONTH | \$ 198,254.34 | | \$ 198,254.34 |
| TRANSFER TO/FROM TERM | | \$ - | \$ - |
| BANK ERROR INTEREST | | | \$ - |
| PENNY ADJUSTMENT | \$ 0.01 | | \$ 0.01 |
| DEBIT MACHINE & TRANSACTIONS | \$ 39.84 | | \$ 39.84 |
| BANK CONFIRMATION FEE | \$ - | | |
| SCHOOL PAYMENT | \$ - | | |
| | | | |
| | \$ - | | \$ - |
| TRANSFER TO RECREATION BRD | \$ - | | |
| BALANCE AT END OF MONTH | \$ 1,023,786.36 | \$ 465,014.79 | \$ 1,488,801.15 |
| | | | |
| BANK BALANCE AT MONTH END | \$ 1,160,004.44 | \$ 465,014.79 | \$ 1,625,019.23 |
| OUTSTANDING DAILY DEPOSITS | \$ - | | \$ - |
| OUTSTANDING ONLINE/INTERAC | \$ 603.76 | | \$ - |
| OUTSTANDING DIR DEPOSITS | \$ - | | |
| SUB-TOTAL | \$ 1,160,608.20 | \$ 465,014.79 | \$ 1,625,622.99 |
| LESS OUTSTANDING CHEQUES | \$ 136,821.84 | | \$ 136,821.84 |
| OUTSTANDING AUTO WITHDRAWALS | | | \$ - |
| BANK ERROR | | | |
| | \$ - | | |
| | | | \$ - |
| BALANCE AT END OF MONTH | \$ 1,023,786.36 | \$ 465,014.79 | \$ 1,488,801.15 |

THIS STATEMENT SUBMITTED TO COUNCIL

March 16, 2023

MAYOR

TOWN MANAGER

System: 2023-03-06 12:18:23 PM
User Date: 2023-02-28

Town of Bashaw
RECONCILIATION POSTING JOURNAL
Bank Reconciliation

Page: 1
User ID: Finance

Audit Trail Code: CMADJ00000298
Chequebook ID: CREDIT UNION
Description: Credit Union General Account

Bank Statement Ending Balance: \$1,160,004.44
Bank Statement Ending Date: 2023-02-28
Cutoff Date: 2023-02-28

| | |
|---------------------------------|----------------|
| Statement Ending Balance | \$1,160,004.44 |
| Outstanding Cheques (-) | \$136,821.84 |
| Deposits in Transit (+) | \$603.76 |
| | ----- |
| Adjusted Bank Balance | \$1,023,786.36 |
| | ----- |
| Chequebook Balance as of Cutoff | \$1,023,786.36 |
| Adjustments | \$0.00 |
| | ----- |
| Adjusted Book Balance | \$1,023,786.36 |
| | ----- |
| Difference | \$0.00 |
| | ===== |

March 16, 2023
 Regular Meeting of Council
 Public Works Report

| Project or Duty Description: | Priority | Regular Duty | Additional Duty | Start Date: | Estimated Project timeline | Issues, details, causes of delays? | Date Completed |
|------------------------------|----------|--------------|-----------------|-------------|----------------------------|--|----------------|
| Water Related | | | | | | | |
| Water Meter Replacement | X | | | | | 2" Water meter installed at Health Center | |
| Water Treatment Plant | | | | | | completed fire pump maintenance | |
| Recreation/Arena | | | | | | | |
| Repairs to Arena | | X | | | | Yearly door maintenance completed | |
| Streets | | | | | | | |
| Snow Removal | X | | | | | Ongoing as needed. Moving piles as needed. | |
| Landscaping Truck | | | | | | New exhaust system | |
| Airport | | | | | | | |
| Snow Removal | | X | | | As needed | Ongoing as needed | |
| Building Maintenance | | | | | | Ongoing | |
| Sewer | | | | | | | |
| Frozen line | | | | | | Sewer freeze up at Hairz Amore | |
| Lift 1-2 | | X | | | | yearly Maintenance completed | |
| Shop | | | | | | | |
| Equipment maintenance | | X | | | | Ongoing | |
| Flush Truck | | | | | | | |
| New Truck location | | | | | | None found yet. | |
| Community Center | | | | | | | |
| Sewer smell | | X | | Mar-23 | | Fixed Broken vent pipe in man's bathroom | |
| Interior/ exterior door | | X | | Mar-23 | | Yearly maintenance on all doors completed | |



CHIEF ADMINISTRATOR'S REPORT
Submitted for March 2023, Regular Meeting of Council

1. Continue to work on Council requests for bylaw changes, new policies, and reports.
2. Meetings – Feb 6, 2023 – Human Resources mtg
Feb 7 and 8, 2023 – Auditor in Office
Feb 10 & 11, 2023 – interviews for Clerk position
Feb 16. 2-23 – Brownlee Emerging Trends workshop
Feb 24, 2023 – RCMP meeting with Mayor McDonald
Feb 27, 2023 – Performance Review meeting
Feb 28, 2023 – Development Inquiry meeting
Mar 1, 2023 – Provincial Budget Update
Mar 8, 2023 – Meeting with resident
3. 2022 Audit – In process of completing documents required by auditor. Grant reporting and information related to Asset retirement obligations.
4. Administration Update – L.Paget continues to train new staff, C.Morrison.
5. Additional Research – Ongoing follow up of inquiries as required.



**TOWN OF BASHAW
BY-LAW 821-2023**

BY-LAW NO 821-2023 BEING A BY-LAW TO AMEND BY-LAW NUMBER 683:2004, a Bylaw to provide for the establishment of effluent, domestic and commercial/industrial wastewater disposal services.

WHEREAS it is deemed necessary to amend By-Law Number 683:2004, to provide updated Wastewater disposal fees;

NOW THEREFORE under the authority of the Provisions of the MUNICIPAL GOVERNMENT ACT, Chapter M-26, RSA 2000, AND amendments thereto, the Municipal Council of the Town of Bashaw in the Province of Alberta duly assembled HEREBY ENACTS AS FOLLOWS:

1. That By-Law Number 683:2004 be amended as follows:
That Schedule "B" attached to and forming part of By-Law 683:2004 is hereby deleted and Schedule "B" as attached hereto is substituted therefore.
2. Bylaw 745 – 2012 is hereby rescinded.
3. That this By-Law shall come into effect upon third and final reading thereof.

RECEIVED FIRST READING THIS
1st DAY OF March, A.D. 2023
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
* _____
*CAO

RECEIVED SECOND READING THIS
__ DAY OF ____, AD 2023
IN THE TOWN OF BASHAW, IN THE

* _____
*MAYOR
* _____

Bylaw 821-2023

*Motion #
048-2023
Completed
Mar 1/2023*

PROVINCE OF ALBERTA

* _____

*CAO

UNANIMOUS CONSENT TO PROCEED
TO THIRD READING THIS ____ DAY
OF _____, A.D. 2023, IN THE
TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

* _____

*MAYOR

*

* _____

*CAO

THIRD AND FINAL
READING THIS ____ DAY OF _____,
A.D. 2023, IN THE TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

* _____

*MAYOR

*

* _____

*CAO

SCHEDULE B

WASTEWATER DISPOSAL FEES

| Wastewater Classification | Charge |
|----------------------------------|------------------------|
| Effluent Wastewater | \$1.50 per cubic meter |
| Domestic Wastewater | \$4.10 per cubic meter |
| Commercial/Industrial Wastewater | \$4.10 per cubic meter |

Approved: yes /no Motion # _____
Account Code: _____

Town of Bashaw

Request for Decision



| | |
|----------------|---|
| Meeting: | Regular Council |
| Meeting Date: | March 16, 2023 |
| Originated by: | Theresa Fuller, Chief Administrative Officer |
| Agenda Item: | 7.2 Household Hazardous Waste Roundup 2023 |

Background/Proposal:

Initial dialogue – March 1, 2023, Regular Meeting of council.

Discussion/Options/Benefits/Disadvantages:

A letter was generated and sent to Camrose County Council. It is anticipated that they will review the request on March 28, 2023 – Camrose County Council meeting.

Costs/Source of Funding (if applicable)

Annual operating budget – taxation.

Applicable Legislation:

Household Hazardous Waste programs remain a voluntary program.

<https://www.albertarecycling.ca/programs/household-hazardous-waste/>

MGA – does not appear to list any municipal requirements for HHW programs.

Recommended Action:

This is an update, we are anticipating a response around the end of March after the Camrose County Council's review.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

Approved: yes /no Motion # _____
Account Code: _____

Town of Bashaw

Request for Decision



| | |
|----------------|---|
| Meeting: | Regular Council |
| Meeting Date: | March 16, 2023 |
| Originated by: | Theresa Fuller, Chief Administrative Officer |
| Agenda Item: | 7.3 Municipal Sustainability Initiative Operating Grant 2023 |

Background/Proposal:

The province released the provincial budget the end of February. Within the release there was an increase to the Municipal Sustainability Initiative Operating grant, it went from \$ 59, 095.00 to \$ 118, 190.00.

The budget has the Municipal sustainability Operating grant as revenue within it. Enclosed are the recommended expenses for the application.

Included within the listing is the carry forward of the Policing expenses. We are scheduled to receive the 2022 invoice around March – April – their fiscal year ends on March 31, 2023. The invoice we receive will be for April – December 2022, and January – March 2023.

The invoice for the balance of 2023 will be received March 2024.

Discussion/Options/Benefits/Disadvantages:

Administration requires council approval for the 2023 listing.

Costs/Source of Funding (if applicable)

Municipal Sustainability Operating grant or taxation.

Applicable Legislation:

Municipal Government Act; Section 242 and 243.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Administration requests the following motion be passed:

MOVED BY _____ to approve the 2023 Municipal Sustainability Initiative Operating grant listing as follows, General Administration \$21,738.50, Municipal Buildings & Facilities \$ 24,071.95, Libraries \$ 15,623.75, Public Security and Safety \$ 73,055.75, and Public Transit \$5,000.00, for a total of \$ 139,489.95.

Discussion Result:

Additional research Requested:

| | A | B | C | D | E |
|-----|------|--|------------------|---|---------------------|
| 93 | | 2023 MSI Operating Grant | | | |
| 94 | | BALANCE FORWARD - <u>Includes Portion of Policing Requisition to be paid in 2023</u> | | | \$21,299.95 |
| 95 | | 2023 Allotment | | | \$118,190.00 |
| 96 | | | | | \$139,489.95 |
| 97 | | | | | |
| 98 | | Government Wide Objective #1 (GWO #1) | | | |
| 99 | | General Administration | | | |
| 100 | 2023 | Municipal Memberships | | | \$3,088.00 |
| 101 | | Financial Software Upgrade. Emailing | | | \$8,440.00 |
| 102 | | Computer Replacement | | | \$6,510.50 |
| 103 | | Development Advisory Services - Camrose County | | | \$3,700.00 |
| 104 | | TOTAL General Administration | | | \$21,738.50 |
| 105 | | Government Wide Objective #2 (GWO #2) | | | |
| 106 | | Municipal Buildings and Facilities | | | |
| 107 | | Office Furnace and Windows | | | \$19,000.00 |
| 108 | | Fuel for Public works equipment | | | \$5,071.95 |
| 109 | | TOTAL Municipal Buildings and Facilities | | | \$24,071.95 |
| 110 | | Government Wide Objective #2 (GWO #2) | | | |
| 111 | | Libraries | | | |
| 112 | | | | | |
| 113 | 2023 | Bashaw Municipal Library | LIBRARY DONATION | | \$9,000.00 |
| 114 | | Parkland Regional Library | | | \$6,623.75 |
| 115 | | Total Libraries | | | \$15,623.75 |
| 116 | | | | | |
| 117 | | Parks, Sports and Recreation | | | |
| 118 | 2022 | No items | | | |
| 119 | | Total Parks, Sports and Recreation | | | \$0.00 |
| 120 | | No Items | | | |
| 121 | | Public Security and Safety | | | |
| 122 | | Policing Requisition 2022 | | | \$29,646.00 |
| 123 | | Policing Requisition - 2023 | | | \$43,409.75 |
| 124 | | | | | \$73,055.75 |
| 125 | | Government Wide Objective #3 (GWO #3) | | | |
| 126 | 2022 | Public Transit | | | |
| 127 | | Bashaw Bus Society | | | \$5,000.00 |
| 128 | | Total Transit | | | \$5,000.00 |
| 129 | | | Total | | \$139,489.95 |
| 130 | | Approved Motion # _____ -2023 | | | |
| 131 | | Application Included in budget. | | | |
| 132 | | | | | |
| 133 | | | | | |
| 134 | | March 16, 2023 Council meeting | | | |
| 135 | | | | | |

Town of Bashaw

Request for Decision



| | |
|----------------|---|
| Meeting: | Regular Council |
| Meeting Date: | March 16, 2023 |
| Originated by: | Theresa Fuller, Chief Administrative Officer |
| Agenda Item: | 7.4 2023 Operating Budget Draft – Unaudited Actuals |

Background/Proposal:

Attached is a draft of the 2023 Operating budget. The town audit is still in the process of completion, the audited financial statements are presented to council in April. Once the audit is complete, the actuals within the budget will be updated and may impact the overall budget.

Discussion/Options/Benefits/Disadvantages:

Budget Commentary:

- This budget proposes a 2.22% increase

Council Legislative

- Modest increases in pension plan, and health benefits
- Council AUMA conference attendance registration included; this would be for two members to attend.
- Travel, subsistence includes funds for hotel and mileage to attend the AUMA Conference.

General Administration

- Reduction in franchise fee revenue by \$8,978.00 (reduction of Atco fee from 15% to 13%)
- Increase of MSI Operating Grant from \$59,095.00 to \$ 118,190.00.
- Modest increase in the office rent revenue
- Funds included for office furnace and window replacement
- Computer replacement – to stagger computer replacement, i.e., change 3 computers vs all of them in one year.

Fire Department

- Increased expenses – Fire Fighter honorarium; possible increased calls
- Addition of compressor piping, airline install, reduces wear and tear on the units.

Community Services

- Cemetery revenue, difficult to predict, kept it conservative
- Policing, the actual does not reflect the billing that we are scheduled to receive. We anticipate adjustments to this area.
- Reduction in advertising, the annual website costs have dropped.

Public Works

- Equipment rental and other revenues, we opted to keep it conservative as they are not guaranteed income sources.
- Other revenue includes a water true up payment in the actuals, we are uncertain if we will receive a true up payment from Highway 12/21 at this time.
- Includes sidewalk replacement
- Some items are listed but will be included in the capital budget
- Lift station grinder – \$5000.00 to replace a reserve is included.

- Lagoon annual maintenance treatment and sludge survey included. This is to proactively monitor sludge.
- Toxic roundup is included at full cost
- Beautification funds are included at \$18, 000.00

Recreation

- Minor hockey increased their ice times, resulting in increased revenue
- Conditional grants from other local government, there was an increase in Lacombe County's contribution. These numbers are based on projected attendance and are not guaranteed.
- We appear to be experiencing lower electricity costs at the arena; however this is to be confirmed once the audit is complete.

Costs/Source of Funding (if applicable)

Applicable Legislation:

Municipal Government Act; Section 242 and 243.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

This document is for review, we are not ready for formal approval until the financial audit is complete.

Discussion Result:

Additional research Requested:

(UNAUDITED) BUDGET MARCH 2023

TOWN OF BASHAW
2023 (UNAUDITED) OPERATING BUDGET
Actuals are unaudited

| | REVENUE 2023 | EXPENSES 2023 | |
|--|------------------------|----------------------|----------------------|
| MUNICIPAL DEPARTMENT | | | |
| TAXES | | | |
| OTHER REVENUE FROM OWN SOURCES | -108,521.00 | | |
| GRANTS | -118,190.00 | | |
| RESERVE FUNDS FROM OPERATING | | | |
| REQUISITIONS REVENUE/EXPENSES | -236,161.39 | \$ 236,161.39 | |
| COUNCIL AND OTHER LEGISLATIVE EXPENSES | | \$ 37,340.00 | |
| TOTAL MUNICIPAL DEPARTMENT | \$ (462,872.39) | \$ 273,501.39 | -\$189,371.00 |

| | | | |
|--|-----------------------|----------------------|----------------------|
| ADMINISTRATION DEPARTMENT | | | |
| GENERAL ADMINISTRATIVE REVENUES/EXPENSES | -23,900.00 | 405,838.68 | |
| MUNICIPAL PLANNING, ZONING & DEVELOPMENT | -2,000.00 | | |
| SUBDIVISION LAND & DEVELOPMENT | 0.00 | 4,000.00 | |
| RENTAL BUILDINGS/EXPENSES | -7,734.00 | 5,100.00 | |
| TOTAL ADMINISTRATION DEPARTMENT | \$ (33,634.00) | \$ 414,938.68 | \$ 381,304.68 |

| | | | |
|--|------------------------|----------------------|----------------------|
| COMMUNITY SERVICES DEPARTMENTS | | | |
| FIRE FIGHTING & PREVENTIVE SERVICES- Fire Tab | -58,842.99 | 113,168.54 | |
| DISASTER SERV & EMERGENCY MEASURES- PW Tab | | 50.00 | |
| BYLAW SERVICES | -5,100.00 | 49,959.75 | |
| FAMILY & COMMUNITY SUPPORT SERVICES | -52,698.12 | 58,837.12 | |
| MEDICAL CLINIC | | 0.00 | |
| TOTAL COMMUNITY SERVICES DEPARTMENTS | \$ (116,641.11) | \$ 222,015.41 | \$ 105,374.30 |

| | | | |
|--|------------------------|----------------------|----------------------|
| PUBLIC WORKS DEPARTMENTS | | | |
| SHOP | | 89,829.00 | |
| ROADS, STREETS, WALKS, LIGHTING | -900.00 | 234,370.78 | |
| AIRPORT | -2,160.59 | 5,950.00 | |
| STORM SEWERS & DRAINAGE | | 2,000.00 | |
| WATER SUPPLY & DISTRIBUTION | -464,703.00 | 458,377.09 | |
| SANITARY SEWAGE SERVICES & TREATMENT | -116,500.00 | 83,015.15 | |
| GARBAGE COLLECTION & DISPOSAL | -75,600.00 | 73,654.88 | |
| RECYCLING SERVICE | 0.00 | 7,106.50 | |
| UTILITY PENALTIES - Admin Tab | -9,500.00 | | |
| CEMETERY - Community Services Tab | -3,500.00 | 12,119.98 | |
| TOTAL PUBLIC WORKS DEPARTMENTS | \$ (672,863.59) | \$ 966,423.38 | \$ 293,559.79 |

| | | | |
|---|-----------------------|----------------------|----------------------|
| RECREATION DEPARTMENTS | | | |
| TOURISM - Community Services Tab | 0.00 | 3,115.00 | |
| RECREATION FACILITIES & PROGRAMS | -94,200.00 | 206,012.10 | |
| PARKS - PW Tab | -4,800.00 | 81,494.66 | |
| COMMUNITY CENTRE - PW Tab | | 52,501.05 | |
| MUSEUM Community Services Tab | | 2,000.00 | |
| TOTAL RECREATION DEPARTMENTS | \$ (99,000.00) | \$ 345,122.81 | \$ 246,122.81 |

TOTAL REVENUE & EXPENSES \$ (1,385,011.09) \$ 2,222,001.66 \$836,990.57

2023 BUDGET BEFORE LEVY \$ (1,385,011.09) \$ 2,222,001.66

2022 TRANSFER FROM RESERVES TO OPERATING MUNICIPAL TAXES REQUIRED \$ 836,990.57

Last Years' Levy \$ 818,408.43

Diff \$ 18,582.14

Projected Increase 2.22

SIGNED: _____
MAYOR ROB MCDONALD

SIGNED: _____
CAO THERESA FULLER

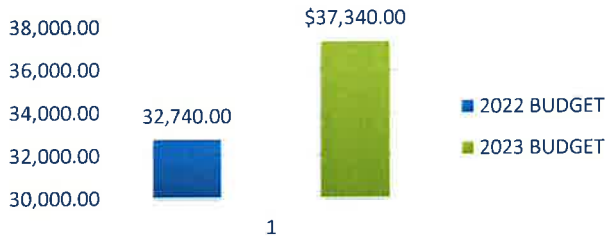
Council Legislative

Town of Bashaw

Note: 2022 Actual figures are unaudited.

| DESCRIPTION | 2022 Actual | 2022 BUDGET | 2023 BUDGET |
|---|------------------|-------------------|--------------------|
| EXPENSES | | | |
| COUNCIL & OTHER LEGISLATIVE | | | |
| Canada Pension Plan - Councillors | 1,148.70 | \$400.00 | \$1,150.00 |
| AMSC Insurance & Health Benefits - Council | 811.35 | \$650.00 | \$800.00 |
| Meeting Fees - Council | 22,142.86 | \$22,300.00 | \$22,300.00 |
| Council AUMA CONFERENCE | | | \$1,600.00 |
| Travel, Subsistence & Course Fees - Council | 0.00 | \$1,600.00 | \$4,000.00 |
| Professional Services | | | |
| Election Fees | 0.00 | \$0.00 | \$0.00 |
| Council Supplies | 484.50 | \$700.00 | \$500.00 |
| Community Contributions | 6,967.84 | \$7,090.00 | \$6,990.00 |
| LEGION | \$ 40.00 | | \$40.00 |
| CHAMBER OF COMMERCE | \$ 150.00 | | \$150.00 |
| BUS SOCIETY | | | \$5,000.00 |
| GRADE 7 | \$ - | | \$50.00 |
| GRADE 5 | \$ - | | \$50.00 |
| STAFF FUNCTIONS | | | \$1,200.00 |
| INCIDENTALS | | | \$500.00 |
| TOTAL | 31,745.25 | 32,740.00 | \$37,340.00 |
| | | DIFFERENCE | 14.05% |

COUNCIL



General Administration

Town of Bashaw

| ACCOUNT | DESCRIPTION | LAST YR ACTUAL 2022 | 2022 BUDGET | 2023 BUDGET <i>enter revenue as negative</i> |
|--|--|------------------------|----------------------|--|
| REVENUES | | | | |
| TAXES | | | | |
| 1-00-00-110-00 | Residential | | -\$586,835.98 | |
| 1-00-00-110-01 | Non-Residential | | -\$168,872.65 | |
| 1-00-00-110-03 | Machinery and Equipment | | -\$19,121.83 | |
| 1-00-00-110-04 | Linear | | -\$21,837.31 | |
| 1-00-00-110-05 | Railway | | -\$1,739.66 | |
| 1-00-00-110-06 | Farmland | | -\$138.16 | |
| 1-00-00-110-07 | Adjustments to Property Taxes | | -\$0.52 | |
| 1-00-00-110-08 | Camrose & District Lodge Authority | -830.00 | -\$830.00 | -\$1,610.00 |
| 1-00-00-110-09 | Alberta School Foundation - ASFF | -234,391.39 | -\$234,391.39 | -\$234,391.39 |
| 1-00-01-110-00 | Residential Grants in Lieu | | -\$2,279.74 | |
| 1-00-01-110-01 | Non-Residential Grants in Lieu | | -\$17,582.58 | |
| 1-00-00-110-10 | Designated Industrial Properties (DIP) | -160.06 | -\$160.00 | -\$160.00 |
| | | -235,381.45 | -1,053,789.82 | -\$236,161.39 |
| OTHER REVENUE FROM OWN SOURCES | | | | |
| 1-00-00-510-00 | Penalties and Costs on Taxes | -28,370.90 | -\$25,000.00 | -\$30,000.00 |
| 1-00-00-530-00 | Fines Issued | -2,606.00 | -\$2,000.00 | -\$2,200.00 |
| 1-00-00-540-00 | Franchise Fees | -74,615.17 | -\$75,401.00 | -\$66,321.00 |
| 1-00-00-550-00 | Return on Investments | -33,438.04 | -\$3,400.00 | -\$10,000.00 |
| 1-00-00-740-00 | Provincial Unconditional Grants | | | |
| | | -139,030.11 | -105,801.00 | -\$108,521.00 |
| NON FUNCTIONAL REVENUE CONDITIONAL GRANTS | | | | |
| 1-00-00-830-00 | Federal Conditional Grant | | | |
| 1-00-00-840-00 | Provincial Conditional Grant | -59,095.00 | -\$93,891.39 | MSI -\$118,190.00 |
| 1-00-00-910-00 | Reserves Transferred to Operating | | | |
| | | -59,095.00 | -93,891.39 | UNRESTRICTED -\$118,190.00 |
| UNCONDITIONAL GRANTS | | | | |
| TOTAL GENERAL MUNICIPAL | | -433,506.56 | -1,253,482.21 | -\$462,872.39 |
| GENERAL ADMINISTRATIVE REVENUES | | | | |
| 1-12-00-410-00 | General Services and Supplies Revenues | -2,944.20 | -\$1,500.00 | -\$2,200.00 |
| 1-12-00-520-00 | Licenses and Permits | -150.00 | -\$200.00 | -\$200.00 |
| 1-12-00-560-00 | Rentals and Lease Revenue COLLECT GS | -19,433.78 | -\$19,400.00 | -\$19,500.00 |
| 1-12-00-590-00 | Other Revenue | -3,550.76 | -\$2,000.00 | -\$2,000.00 |
| 1-12-00-840-00 | provincial conditional grant | | | |
| | TOTAL ADMINISTRATIVE REVENUE | -26,078.74 | -23,100.00 | -\$23,900.00 |
| UTILITY PENALTIES | | | | |
| 1-45-00-510-00 | Utility Penalty | -12,329.13 | -9,000.00 | -9,500.00 |
| | | -12,329.13 | -9,000.00 | -9,500.00 |
| MUNICIPAL PLANNING, ZONING & DEVELOPMENT | | | | |
| 1-61-00-520-00 | Development Permits | -1,765.00 | -1,000.00 | -2,000.00 |
| | | -1,765.00 | -1,000.00 | -2,000.00 |
| SUBDIVISION LAND & DEVELOPMENT | | | | |
| 1-66-00-464-00 | Sales of Land | | 0.00 | 0.00 |
| | | 0.00 | 0.00 | 0.00 |

General Administration

| OFFICE RENT | | | |
|----------------------|-------------|-------------|---------------|
| 1-69-00-560-01 | Office Rent | -5,200.00 | -7,734.00 |
| | | -5,209.05 | |
| | | -5,209.05 | -7,734.00 |
| TOTAL REVENUE | | -478,888.48 | -1,291,782.21 |
| | | | -\$506,006.39 |

| GENERAL ADMINISTRATION & OTHER | | | | Distribution Sheet |
|---|--|--------------|--------------|--------------------|
| 2-12-00-110-00 | Salaries - Office Staff | 170,825.82 | \$181,551.19 | \$180,481.60 |
| 2-12-00-110-00 | CAO Council Meetings | | | |
| 2-12-00-130-40 | Employer Cost CPP | 9,426.86 | \$9,113.95 | \$10,730.99 |
| 2-12-00-130-41 | Employer Cost Employment Insurance | 3,754.13 | \$3,664.13 | \$3,608.55 |
| 2-12-00-130-43 | Employer Cost LAPP | 10,632.98 | \$16,228.93 | \$16,471.18 |
| 2-12-00-130-44 | Employer Cost - AMSC | 7,694.68 | \$12,570.00 | \$11,405.56 |
| 2-12-00-130-45 | Workers Compensation | 4,443.97 | \$3,647.83 | \$3,753.47 |
| 2-12-00-130-46 | R.R.S.P. Contribution | | \$1,196.49 | \$1,230.32 |
| 2-12-00-140-00 | Administrative Course Fees | 639.00 | \$2,000.00 | \$2,000.00 |
| 2-12-00-211-00 | Travel & Subsistence | 1,138.04 | \$1,000.00 | \$1,500.00 |
| 2-12-00-215-00 | Freight, Postage, Phone & Land Titles | 5,211.91 | \$7,000.00 | \$7,000.00 |
| 2-12-00-220-00 | Advertising, Printing, Subscriptions | 999.14 | \$2,000.00 | \$1,000.00 |
| 2-12-00-225-00 | Municipal Memberships | 2,621.40 | 2,680.00 | 3,088.00 |
| | GFOA & CAMA | | | 263.00 |
| | LGAA | | | 225.00 |
| | RMA | | | 250.00 |
| | AUMA | | | 1,800.00 |
| | ALBERTA DEVELOPMENT OFFICER | | | 150.00 |
| | CLGM | | | 400.00 |
| 2-12-00-230-00 | Professional & Consulting Services | 68,361.67 | \$ 60,918.02 | 63,008.02 |
| | Assessor fees (must)/Camalot fees | | | 14,500.00 |
| Trinus | Web hosting - email (must) | | | 2,651.40 |
| Trinus | Server Monitoring and updates (must) | | | 21,000.00 |
| | PDF fillable software | | | 400.00 |
| | Voyent Alert | | | 2,400.00 |
| | Diamond Maintenance Plan | | | 12,000.00 |
| | Utility Safety Membership (Click Before You Dig) | | | 116.62 |
| | Esri Canada (GIS Mapping System) | | | 1500.00 |
| | Diamond Upgrade and emailing Capability | | | 8440.00 |
| 2-12-00-230-20 | Professional Fees - Audit | 16,480.30 | 19,000.00 | 19,000.00 |
| 2-12-00-230-21 | - Engineering | | | |
| 2-12-00-230-22 | - Legal | \$14,646.52 | 10,000.00 | 12,000.00 |
| 2-12-00-240-00 | Maintenance - Janitor | \$0.00 | 300.00 | 2,000.00 |
| 2-12-00-250-00 | Repairs & Maintenance | \$8,191.90 | 7,875.00 | 19,000.00 |
| 2-12-00-274-00 | Insurance | \$23,531.65 | 23,532.00 | 24,500.00 |
| 2-12-00-510-00 | General Office Supplies | \$4,150.82 | 5,500.00 | 12,210.50 |
| | Paper | | | 900.00 |
| | Breakroom supplies | | | 800.00 |
| | Office supplies | | | 4,000.00 |
| | Trinus -Computer Replacement | | | 6,510.50 |
| | Other | | | |
| 2-12-00-540-50 | Campus Energy Power | \$1,969.89 | 2,600.00 | 2,600.00 |
| 2-12-00-540-51 | General Administration Natural Gas | \$1,660.05 | 2,100.00 | 2,100.00 |
| 2-12-00-810-00 | Bank Charges | \$604.47 | 600.00 | 600.00 |
| 2-12-00-910-00 | Tax Adjustments | | 6,500.00 | 6,500.00 |
| 2-12-00-990-00 | Miscellaneous | \$200.00 | 25.00 | 50.00 |
| 2-12-00-990-01 | PENNY | | 0.50 | 0.50 |
| 2-12-00-290-00 | Election and Census Fees | | 0.00 | |
| | | \$357,185.20 | 381,603.04 | \$405,838.68 |
| SUBDIVISION LAND & DEVELOPMENT | | | | |
| 2-66-00-230-00 | Subdivision, Land and Development | \$50,497.85 | 11,500.00 | 4,000.00 |
| 2-66-00-990-00 | Cost of Land Sold | | | |
| | | \$50,497.85 | 11,500.00 | 4,000.00 |

RENTED BUILDINGS

General Administration

| | | | | |
|-----------------------|---------------------------------|---------------------|---------------------|---------------------|
| 2-69-00-250-00 | Repairs & Maintenance | \$1,069.90 | \$1,000.00 | \$1,000.00 |
| 2-69-00-540-50 | Campus Energy Power | \$1,292.73 | \$1,600.00 | \$1,600.00 |
| 2-69-00-540-51 | Access Gas Natural Gas | \$2,039.93 | \$2,500.00 | \$2,500.00 |
| | | \$4,402.56 | 5,100.00 | \$5,100.00 |
| REQUISITIONS | | | | |
| 2-99-00-750-00 | Alberta school Foundation Fund | \$234,391.39 | 234,391.39 | 234,391.39 |
| 2-99-00-752-00 | Camrose Area Lodge Authority | \$830.00 | 830.00 | 1,610.00 |
| 2-12-00-230-00 | Gov't of Alberta DIP Assessment | \$160.00 | 160.00 | 160.00 |
| | | \$235,221.39 | 235,381.39 | 236,161.39 |
| TOTAL EXPENSES | | \$647,307.00 | \$633,584.43 | \$651,100.07 |

| | | |
|----------------------------------|---------------|---------------|
| TOTAL REVENUE LESS TAXES | -\$237,992.39 | -\$742,167.78 |
| TOTAL EXPENSES LESS REQUISITIONS | \$398,203.04 | \$414,938.68 |
| NET | \$160,210.65 | -\$327,229.10 |
| | DIFFERENCE | -\$3.04 |

ADMIN



Fire Department

Town of Bashaw

| ACCOUNT | DESCRIPTION | LAST YR ACTUAL 2022 | 2022 BUDGET | 2023 BUDGET <i>enter revenue as negative</i> |
|--|--|------------------------|--------------------|--|
| REVENUES | | | | |
| FIRE FIGHTING & PREVENTIVE SERVICES | | | | |
| 1-23-00-400-00 | County Fire Fighting Responses | -\$13,712.66 | -\$13,500.00 | -\$13,500.00 |
| 1-23-00-400-01 | Motor Vehicle Responses | -\$2,448.51 | -\$600.00 | -\$2,400.00 |
| 1-23-00-400-04 | Fire Expenses Recovered | -\$3,513.15 | -\$1,600.00 | -\$3,500.00 |
| 1-23-00-560-00 | In Town Fire Revenue | -\$89.69 | -\$5,000.00 | -\$1,000.00 |
| 1-23-00-580-00 | Public Relations Revenue | | | |
| 1-23-00-590-00 | Other Revenue - Donations | -\$2,944.00 | | |
| 1-23-00-850-00 | Annual County Shared Service Funding | -\$26,028.83 | -\$24,539.82 | -\$26,231.99 |
| 1-23-00-850-01 | Annual Training Shared Service Funding | -\$1,000.00 | -\$1,000.00 | -\$1,000.00 |
| 1-23-00-850-02 | Annual Pager Maintenance Shared Service Funding | -\$500.00 | -\$500.00 | -\$500.00 |
| 1-23-00-850-03 | Annual Firefighter Shared Service Funding | -\$1,680.90 | -\$1,680.00 | -\$1,680.00 |
| 1-23-00-850-04 | Annual Personal Protective Eqpt. Shared Service | -\$1,905.48 | -\$3,200.00 | -\$3,200.00 |
| 1-23-00-850-06 | Annual County Funding Emergency Dispatch | -\$5,830.00 | -\$5,830.00 | -\$5,831.00 |
| 1-23-00-840-00 | PROV GRANTS | | | |
| | TOTAL FIRE REVENUE | -\$59,653.22 | -\$7,449.82 | -\$58,842.99 |
| EXPENSES | | | | |
| FIRE FIGHTING & PREVENTIVE SERVICES | | | | |
| 2-23-00-110-00 | Administration | \$5,501.84 | \$6,052.23 | \$7,253.54 |
| 2-23-00-130-00 | Employer Contribution - A.M.E.& Seaboard | \$3,254.25 | \$3,200.00 | \$3,310.00 |
| 2-23-00-159-00 | Deputy Fire Chief Fees | \$2,100.00 | \$2,100.00 | \$2,100.00 |
| 2-23-00-159-01 | Fire Chief Honorarium | \$3,000.00 | \$3,000.00 | \$3,000.00 |
| 2-23-00-159-02 | Firefighter Honorarium | \$36,850.00 | \$29,000.00 | \$37,000.00 |
| 2-23-00-159-03 | Regional Fire Service Coordinator | \$1,543.80 | \$1,500.00 | \$1,600.00 |
| 2-23-00-211-00 | Travel & Subsistence | \$0.00 | \$500.00 | \$1,000.00 |
| 2-23-00-215-00 | Telephone & (Monitoring = \$311.40 per year) Ipad Data | \$5,078.97 | \$4,800.00 | \$5,100.00 |
| 2-23-00-215-01 | Pager Repair & Maintenance | \$400.68 | \$800.00 | \$405.00 |
| 2-23-00-216-00 | Freight & Postage | \$222.03 | \$130.00 | \$250.00 |
| 2-23-00-217-00 | Dispatch | \$7,773.50 | \$7,800.00 | \$7,800.00 |
| 2-23-00-220-00 | Office Printing Advertising | \$139.33 | \$100.00 | \$150.00 |
| 2-23-00-220-01 | Public Relations | | \$0.00 | \$0.00 |
| | Incidentals | | | \$0.00 |
| 2-23-00-225-00 | | | | |
| 2-23-00-239-00 | Fire Mutual Aid | | \$1,000.00 | \$1,000.00 |
| 2-23-00-250-00 | Fire Hall Maintenance | 2,267.25 | \$2,000.00 | \$5,300.00 |
| | Some funds for basic repairs, etc. | | | \$2,000.00 |
| | Additon of compressor piping - airline install | | | \$3,300.00 |
| 2-23-00-274-00 | Building Insurance | 1,907.50 | \$1,908.00 | \$1,925.00 |
| 2-23-00-274-01 | Vehicle & Mobile Equipment Insurance | 1,812.95 | \$1,813.00 | \$1,825.00 |
| 2-23-00-510-00 | General Supplies | 4,897.96 | \$7,500.00 | \$4,800.00 |
| | Administrative Stationary items, garbage bags | | | \$200.00 |
| | Hose, supplies, basic operations items | | | \$2,000.00 |
| | Jaws of Life service and fuel | | | \$1,300.00 |
| | Consumable inventory; floor dry, mask wipes, | | | \$800.00 |
| | Tanker hose adaptors, wildland tools, hydrant kit, valve | | | \$500.00 |

Fire Department

| | | | | |
|----------------|--|-------------------|--------------------|---------------------|
| 2-23-00-521-03 | Town Fire Truck (1992)Volvo Repairs & Maint | 2,157.55 | \$2,500.00 | \$2,300.00 |
| 2-23-00-521-40 | Fuel Urban Fire Vehicles (Town) | 113.42 | \$150.00 | \$150.00 |
| 2-23-00-521-50 | Fuel County Fire Vehicles & Equipment | 2,274.48 | \$1,800.00 | \$2,300.00 |
| 2-23-00-522-01 | County Fire Truck - Repairs & Maintenance | | | |
| 2-23-00-522-02 | County Rescue Van - Repairs & Maintenance | | | |
| 2-23-00-522-03 | County Water Truck 96 Mack - Repairs & Maintenance | | | |
| 2-23-00-523-00 | Personal Protective Equipment Repairs & Maintenan | 16,530.14 | \$17,000.00 | \$17,100.00 |
| | SCBA Harness | | \$2,500.00 | |
| | Annual Recert SCBA | | \$4,500.00 | |
| | 2 head to toe bunker gear | | \$7,300.00 | |
| | 2 SCBA tanks | | \$1,800.00 | |
| | PPE Cleaning - Equipment | | \$1,000.00 | |
| 2-23-00-540-32 | Training | 1,412.50 | 3,000.00 | \$2,000.00 |
| | First Aid - | | \$500.00 | |
| | S courses | | \$1,500.00 | |
| 2-23-00-540-50 | Campus Energy Power | 1,724.43 | \$2,100.00 | \$2,300.00 |
| 2-23-00-540-51 | Fire Protection Natural Gas Fire Hall | 2,393.13 | \$3,500.00 | \$3,200.00 |
| 2-23-00-580-00 | Fire Fundraising Expenses | | 0.00 | \$0.00 |
| 2-23-00-770-01 | Grants to Organization | | | |
| | TOTAL EXPENSES | 103,355.71 | 103,253.23 | \$113,168.54 |
| | TOTAL REVENUE | | -\$57,449.82 | -\$58,842.99 |
| | TOTAL EXPENSES | | \$103,253.23 | \$113,168.54 |
| | NET | | \$45,803.41 | \$54,325.55 |
| | | | DIFFERENCE | 18.61% |



Community Services

| DESCRIPTION | LAST YR ACTUAL | 2022 BUDGET | 2023 BUDGET |
|--|----------------|-------------|-------------|
| REVENUES | 2022 | | |
| BYLAW SERVICES | | | |
| Policing Services | | | |
| Building Permit Fees | -1179.87 | -2,500.00 | -1,500.00 |
| Animal Licenses & Fines | -3522.50 | -3,500.00 | -3,600.00 |
| | -4,702.37 | -6,000.00 | -5,100.00 |
| FAMILY & COMMUNITY SUPPORT SERVICES | | | |
| F.C.S.S. Provincial Conditional Gra | -24,554.00 | -24,554.00 | -24,554.00 |
| F.C.S.S. Camrose County Requisiti | \$27,756.89 | -27,756.89 | -28,144.12 |
| | 3,202.89 | -52,310.89 | -52,698.12 |
| CEMETERIES & CREMATORIUMS | | | |
| Cemetery Revenue | -5,727.67 | -2,500.00 | -3,500.00 |
| Contributions from Organizations | | -1,687.10 | 0.00 |
| Cemetery Prov Cond Grant | | | |
| | -5,727.67 | -4,187.10 | -3,500.00 |
| TOURISM | | | |
| Sale of Promotional Items | 0.00 | 0.00 | |
| | 0.00 | 0.00 | 0.00 |
| TOTAL COMM SERVICE REVENUE | -\$7,227.15 | -62,497.99 | -61,298.12 |
| EXPENSES | | | |
| BYLAW SERVICE | | | |
| Bylaw Enforcement Salaries | 3,633.75 | 3,800.00 | 3,800.00 |
| Cat and Dog Control Fees | 2,643.23 | 2,500.00 | 2,500.00 |
| Building Inspector | 125.00 | 250.00 | 250.00 |
| Weed Inspector | | | |
| Policing expenses | 5,940.75 | 47,318.25 | 43,409.75 |
| | 12,342.73 | 53,868.25 | 49,959.75 |
| PREVENTIVE SOCIAL SERVICES | | | |
| Contribution to FCSS | \$58,449.89 | \$58,449.89 | 58,837.12 |
| BDSS \$51,837.12 | | | |
| BASHAW YOUTH \$7,000 | 58,449.89 | 58,449.89 | 58,837.12 |
| BASHAW MEDICAL CLINIC | | | |
| Medical Clinic Expenses | 0.00 | 0.00 | 0.00 |
| | 0.00 | 0.00 | 0.00 |

Public Works

Town of Bashaw

| ACCOUNT | DESCRIPTION | LAST YR ACTUAL 2022 | 2022 BUDGET | 2023 BUDGET <i>enter revenue as negative</i> |
|---|---------------------------------------|------------------------|--------------------|--|
| REVENUES | | | | |
| ROADS, STREETS, WALKS, LIGHTING | | | | |
| 1-32-00-560-00 | Equipment Rental | -2,769.04 | -\$300.00 | -\$600.00 |
| 1-32-00-590-00 | Other Revenues | -1,395.93 | -\$100.00 | -\$300.00 |
| 1-32-00-830-00 | Provincial Grants & federal grants | | | |
| 1-32-00-840-11 | STEP | | | |
| | | -4,164.97 | -\$400.00 | -\$900.00 |
| AIRPORT | | | | |
| 1-33-00-560-00 | Hay Revenue - Airport NO G.S.T. | 1,360.59 | -1,360.59 | -1,360.59 |
| 1-33-00-561-00 | Airport Hangar Lease | 800.00 | -800.00 | -800.00 |
| | | 2,160.59 | -2,160.59 | -2,160.59 |
| WATER SUPPLY & DISTRIBUTION | | | | |
| 1-41-00-300-00 | Water Inspections | -1,367.52 | -\$4,300.00 | \$0.00 |
| 1-41-00-410-00 | Sale of Water (Bills) | -413,389.95 | -\$463,050.00 | -\$458,103.00 |
| 1-41-00-411-00 | Sale of Water (Bulk) | -6,413.95 | -\$3,600.00 | -\$6,000.00 |
| 1-41-00-590-00 | Other Revenue | -7,003.21 | -\$600.00 | -\$600.00 |
| 1-41-00-840-00 | Provincial Grants | | | |
| | | -428,174.63 | -\$471,550.00 | -\$464,703.00 |
| SANITARY SEWAGE SERVICES & TREATMENT | | | | |
| 1-42-00-239-00 | Septic Receiving Station | -10,917.13 | -\$9,500.00 | -\$10,900.00 |
| 1-42-00-410-00 | Sewage Services Fees and Charges | -104,396.09 | -\$104,000.00 | -\$104,600.00 |
| 1-42-00-590-00 | Other Sewer Revenue | -1,205.00 | -\$300.00 | -\$1,000.00 |
| 1-42-00-590-01 | Flusher Truck | -3,052.34 | -\$3,114.00 | \$0.00 |
| 1-42-00-840-00 | Prov & federal grant Cond Grant | | | |
| | | -119,570.56 | -\$116,914.00 | -\$116,500.00 |
| GARBAGE COLLECTION & DISPOSAL | | | | |
| 1-43-00-410-00 | Garbage Coll. & Disp. & Other Charges | -75,459.75 | -\$75,700.00 | -\$75,600.00 |
| | | -75,459.75 | -\$75,700.00 | -\$75,600.00 |
| RECYCLING REVENUE | | | | |
| 1-44-00-410-00 | Recycling Revenue | 0.00 | | \$0.00 |
| | | 0.00 | 0.00 | \$0.00 |
| RECREATION FACILITIES & PROGRAMS | | | | |
| SEE RECREATION TAB | | | | |
| PARKS | | | | |
| 1-72-00-400-00 | Parks Revenue | -4,742.17 | -\$4,800.00 | -\$4,800.00 |
| 1-72-00-860-00 | Grants - Other Organizations | | | |
| | | -4,742.17 | -4,800.00 | -\$4,800.00 |
| TOTAL REVENUE | | -629,951.49 | -671,524.59 | -\$664,663.59 |

EXPENSES

| | | | | |
|---|------------------------------------|--------|---------|---------|
| DISASTER SERVICES & EMERGENCY MEASURES | | | | |
| 2-24-00-215-00 | Freight, Postage, Phone EOC Centre | 10.17 | \$50.00 | \$50.00 |
| 2-24-00-510-00 | General Office Supplies | | | |
| 2-24-00-540-00 | Disaster Services & Training | 114.19 | | |
| | | 124.36 | 50.00 | \$50.00 |

SHOP

Distribution
Sheet

Public Works

| | | | | |
|----------------|---|------------|-------------|-------------|
| 2-31-00-110-00 | Salaries | 15,685.51 | \$5,855.20 | \$6,007.25 |
| 2-31-00-110-01 | Salaries PW Administration Common Service | 9,705.33 | \$10,275.20 | \$10,634.83 |
| 2-31-00-130-40 | Employer Cost CPP & Benefits | 11,155.41 | \$10,564.10 | \$11,211.31 |
| 2-31-00-130-41 | Employer Cost Employment Insurance | 4,268.02 | \$3,660.45 | \$3,817.46 |
| 2-31-00-130-43 | Employer Cost LAPP | 15,766.92 | \$22,764.56 | \$17,438.35 |
| 2-31-00-130-44 | Employer Cost - AMSC | 15,337.70 | \$14,505.00 | \$12,169.07 |
| 2-31-00-130-45 | Workers Compensation Board | 4,443.97 | \$3,555.01 | \$3,827.74 |
| 2-31-00-140-00 | Course Fees | | | |
| 2-31-00-190-00 | Safety Equipment and Clothing | 3,633.94 | \$4,772.00 | \$3,822.00 |
| | Coveralls | | | \$800.00 |
| | Gloves | | | \$200.00 |
| | Safety Glasses | | | \$50.00 |
| | Reflective Vests | | | |
| | Boots | | | \$400.00 |
| | First aid kit shop | | | \$30.00 |
| | CCD Health Systems Simply Safety Annual Fee | | | \$497.00 |
| | Black Line G7C | | | \$1,345.00 |
| | other | | | \$500.00 |
| 2-31-00-215-00 | Freight, Postage & Phone | 2,989.39 | \$3,091.00 | \$3,151.00 |
| | Telephone | | | \$1,575.00 |
| | On-Call Cell Phone | | | \$710.00 |
| | Radio License | | | \$106.00 |
| | Foreman /DEM Cell Phone | | | \$710.00 |
| | FREIGHT | | | \$50.00 |
| 2-31-00-250-00 | Repairs and Maintenance | 9,506.00 | 1,850.00 | \$2,500.00 |
| | Other Repairs | | | \$1,000.00 |
| | Light fixture replacement x 4 | | | \$600.00 |
| | Fire Extinguisher Inspection | | | \$900.00 |
| 2-31-00-274-00 | Insurance | 1,946.82 | 1,946.82 | \$2,000.00 |
| 2-31-00-510-00 | General Supplies | 3,882.64 | 3,600.00 | \$3,600.00 |
| | Coffee Supplies | | | \$400.00 |
| | Cleaning Products | | | \$300.00 |
| | Light Bulbs | | | \$100.00 |
| | Office Supplies | | | \$300.00 |
| | Acetylene & Oxygen | | | \$150.00 |
| | Bolts & Hardware | | | \$600.00 |
| | Welding Rods | | | \$350.00 |
| | Paint | | | \$300.00 |
| | General Supplies and replace shop sign | | | \$1,100.00 |
| 2-31-00-510-63 | Shop Tools | 2,761.40 | 700.00 | \$1,500.00 |
| | Tools | | | \$1,500.00 |
| | OTHER | | | |
| 2-31-00-531-00 | Gas and Oil | 66.90 | \$150.00 | \$150.00 |
| 2-31-00-540-50 | Campus Energy Power - Shop | 1,958.35 | \$2,900.00 | \$2,500.00 |
| 2-31-00-540-51 | Access Gas Natural Gas Shop | 4,346.07 | \$5,700.00 | \$5,500.00 |
| | | 107,454.37 | 95,889.34 | \$89,829.00 |
| | ROADS, STREETS, WALKS, LIGHTING | | | |
| 2-32-00-110-00 | Salaries & Wages + STEP | 71,760.34 | \$62,427.73 | \$63,554.95 |
| 2-32-00-110-64 | Flusher Truck Man Hours | 223.50 | \$644.80 | \$645.84 |
| 2-32-00-140-00 | Public Works Course Fees - Streets | 405.00 | \$4,400.00 | \$3,000.00 |
| | Grader - P.Taylor | | | \$3,000.00 |
| 2-32-00-111-11 | STEP | | | |
| 2-32-00-211-00 | Streets Travel & Subsistence | 0.00 | \$600.00 | \$0.00 |
| 2-32-00-215-00 | Freight, Postage, Phone | 325.02 | \$200.00 | \$350.00 |

Public Works

| | | | | |
|----------------|--|----------|------------|--------------------|
| 2-32-00-250-00 | Road & Street Contract with Non-Govt | 0.00 | | |
| 2-32-00-270-00 | Misc. General Services | 0.00 | \$0.00 | |
| 2-32-00-274-00 | Insurance | 5,675.56 | \$5,675.60 | \$5,700.00 |
| 2-32-00-510-00 | General Goods & Services | 5,492.21 | 10,124.00 | \$17,400.00 |
| | Street Signs and Posts, line paint | | | \$3,000.00 |
| | Christmas decorations, repairs | | | \$2,000.00 |
| | Salt for Streets Potash 710 per tonne (Tonnes) | | | \$2,000.00 |
| | Crackfill product - 1 tote | | | \$4,000.00 |
| | Oil and Glycol recycle | | | \$900.00 |
| | Electrical connections for decorations | | | \$5,000.00 |
| | FLAGS | | | \$500.00 |
| 2-32-00-520-00 | Equipment, Machines, Parts & Supplies | 89.45 | \$0.00 | |
| 2-32-00-520-41 | Mobile 401 - IHC 4300 (ladder truck) | 1,165.00 | \$1,000.00 | \$1,200.00 |
| 2-32-00-520-42 | Mobile 402 2012 Ford Supercab 1/2 Ton | 149.97 | \$500.00 | \$500.00 |
| 2-32-00-520-43 | Mobile 403 - 2013 Ford 550 (New) | 1,394.34 | \$500.00 | \$500.00 |
| 2-32-00-520-44 | Mobile 404 - Sander | 786.85 | \$150.00 | \$300.00 |
| 2-32-00-520-45 | Mobile 405 - SWEEPER | 566.67 | \$2,000.00 | \$2,000.00 |
| 2-32-00-520-46 | Mobile 406 - JOHN DEERE TC44H WHEEL LOADER | 2,208.26 | \$1,700.00 | \$2,000.00 |
| 2-32-00-520-47 | Mobile 407 - GRADER J.D. 570 A | 4,608.54 | \$2,000.00 | \$2,300.00 |
| 2-32-00-520-48 | Mobile 408 - Kubota M60 | 203.77 | \$1,500.00 | \$800.00 |
| 2-32-00-520-49 | Mobile 409 - Ford Sicklemower | 77.25 | \$200.00 | \$100.00 |
| 2-32-00-520-50 | Woods Airport Mower 15 Foot - disposed of | | \$0.00 | |
| 2-32-00-520-51 | Lawn Mowers 510-12 | 1,535.98 | \$1,000.00 | \$1,000.00 |
| 2-32-00-520-52 | Water Pumps 510-12 | 0.00 | \$50.00 | \$50.00 |
| 2-32-00-520-53 | Whacker Packer | 314.71 | \$0.00 | \$0.00 |
| 2-32-00-520-54 | Chain Saw | 783.87 | \$200.00 | \$200.00 |
| 2-32-00-520-55 | Mobile 410 - Ford Tandem | 7,949.37 | \$3,300.00 | \$3,300.00 |
| 2-32-00-520-56 | Mobile 411 - Kubota B 7610 Tractor | 3,571.92 | \$1,000.00 | \$1,000.00 |
| 2-32-00-520-57 | Mobile 412 2018 Kubota ZD 1211 Mower | 448.27 | \$1,000.00 | \$1,000.00 |
| 2-32-00-520-58 | Mobile 413 Steamer | 199.07 | \$500.00 | \$500.00 |
| 2-32-00-520-60 | Mobile 415 - Generator | 220.00 | \$150.00 | \$150.00 |
| 2-32-00-520-61 | Mobile 416 - J.D. E12 FLEX WING | 3,505.21 | \$250.00 | \$500.00 |
| 2-32-00-520-62 | Mobile 417 - 2003 GMC 4 X 4 | 3,505.21 | \$2,000.00 | \$2,000.00 |
| 2-32-00-520-63 | Mobile 419 - Husqvarna Mower | 1,060.03 | \$200.00 | \$200.00 |
| 2-32-00-520-64 | Mobile 420 Flusher Truck - anticipated to be disposed. | 1,051.95 | \$4,500.00 | \$0.00 |
| 2-32-00-520-65 | Mobile 421 Baldor Generator | 324.15 | \$400.00 | \$400.00 |
| 2-32-00-520-66 | Mobile 426 Bobcat A770 | 174.74 | \$2,000.00 | \$1,000.00 |
| 2-32-00-521-41 | Fuel - Mobile 401 | 1,011.45 | \$700.00 | \$900.00 |
| 2-32-00-521-42 | Fuel Mobile 402 2012 Ford Supercab 1/2 Ton | 3,379.30 | \$2,500.00 | \$3,200.00 |
| 2-32-00-521-43 | Fuel - Mobile 403 2013 Ford 550 | 3,250.77 | \$1,300.00 | \$3,000.00 |
| 2-32-00-521-45 | Fuel - Mobile 405 Sweeper | 1,821.46 | \$900.00 | \$2,000.00 |
| 2-32-00-521-46 | Fuel - Mobile 406 & 409 was put here 146.50 | 6,452.99 | \$2,200.00 | \$5,000.00 |
| 2-32-00-521-47 | Fuel - Mobile 407 Grader | 6,880.24 | \$1,800.00 | \$3,100.00 |
| 2-32-00-521-48 | Fuel - Mobile 408 Kubota | 706.96 | \$750.00 | \$750.00 |
| 2-32-00-521-51 | Fuel - Lawn Mowers | 50.49 | \$200.00 | \$750.00 |
| 2-32-00-521-52 | Fuel - Water Pumps | 649.47 | \$50.00 | \$50.00 |
| 2-32-00-521-53 | Fuel - Wacker Packer | 0.00 | \$20.00 | \$20.00 |
| 2-32-00-521-54 | Fuel - Chain Saw | 0.00 | \$50.00 | \$50.00 |
| 2-32-00-521-55 | Fuel - Mobile 410 Ford Tandem | 2,994.71 | \$2,700.00 | \$2,700.00 |
| 2-32-00-521-56 | Fuel - Mobile 411 Kubota B 7610 Tractor | 770.40 | \$600.00 | \$900.00 |
| 2-32-00-521-57 | Fuel - Mobile 412 2018 Kubota ZD1211 Mower | 843.89 | \$1,000.00 | \$1,000.00 |
| 2-32-00-521-58 | Fuel - Mobile 413 Steamer | 0.00 | \$1,000.00 | \$1,000.00 |
| 2-32-00-521-61 | Fuel - Mobile 415 Generator | 0.00 | \$700.00 | \$700.00 |
| 2-32-00-521-62 | Fuel - Mobile 417 2003 GMC 4 x 4 | 6,302.17 | \$4,000.00 | \$5,100.00 |
| 2-32-00-521-63 | Fuel - Mobile 419 Husqvarna Mower | 164.97 | \$200.00 | \$200.00 |
| 2-32-00-521-64 | Fuel - Mobile 420 Flusher Truck | 723.93 | \$600.00 | \$700.00 |
| 2-32-00-521-65 | Fuel - Mobile 421 Baldor Generator | 0.00 | \$700.00 | \$700.00 |
| 2-32-00-521-66 | Fuel - Mobile 426 Bobcat A770 | 1,328.28 | \$2,000.00 | \$2,000.00 |
| 2-32-00-530-00 | Construction, Maint. Supplies & Repairs | 5,357.00 | \$8,500.00 | \$13,500.00 |
| | Pot hole spray patching | | | \$3,500.00 |
| | Pot hole Patching Material Large areas | | | \$10,000.00 |
| | Other | | | \$0.00 |
| 2-32-00-532-00 | Grounds Materials/Trees | 2,847.92 | \$2,800.00 | \$3,100.00 |
| | Contracted tree trimming | | | \$2,500.00 |
| | Chemical for weeds | | | \$600.00 |
| | Other | | | |
| 2-32-00-535-00 | Sidewalk replacement | 7,050.00 | \$2,000.00 | \$10,000.00 |

Public Works

| | | | |
|------------------------------------|------------|-------------|--------------|
| 2-32-00-539-00 Dust Control | 5,290.00 | \$4,200.00 | \$5,300.00 |
| 2-32-00-540-50 Campus Energy Power | 56,672.38 | \$54,000.00 | \$57,000.00 |
| | 234,324.99 | 205,642.13 | \$234,370.78 |

AIRPORT

| | | | |
|--|----------|------------|----------|
| 2-33-00-250-00 Airport Repairs & Maintenance | 0.00 | \$200.00 | 200.00 |
| 2-33-00-274-00 Insurance | 3,029.15 | \$3,029.15 | 3,050.00 |
| 2-33-00-520-00 Parts & Supplies | 1,798.44 | \$2,300.00 | 1,500.00 |
| 2-33-00-540-50 Campus Energy Power | 651.53 | \$1,010.00 | 1,200.00 |
| | 5,479.12 | 6,539.15 | 5,950.00 |

STORM SEWERS & DRAINAGE

| | | | |
|--|----------|------------|----------|
| 2-37-00-250-00 Storm Sewer - Repairs & Maintenance | 1,001.50 | \$1,000.00 | 2,000.00 |
| | 1,001.50 | 1,000.00 | 2,000.00 |

WATER SUPPLY & DISTRIBUTION SYSTEM

| | | | |
|--|-----------|-------------|-------------|
| 2-41-00-110-00 Salaries & Wages | 50,721.80 | \$47,737.06 | \$48,565.09 |
| 2-41-00-140-00 Public Works Course Fees - Water | 172.50 | \$925.00 | \$1,510.00 |
| Banff Seminar/ Entry Level Training - Patrick | | | \$300.00 |
| Level 1 Certification Preparation | | | \$460.00 |
| Recertification (online fee for operators) | | | \$550.00 |
| 2-41-00-211-00 Travel and Subsistence | 1,315.60 | \$1,300.00 | \$200.00 |
| 2-41-00-215-00 Freight, Postage, Phone | 2,204.94 | \$2,500.00 | \$1,500.00 |
| 2-41-00-225-00 Memberships Relating to Water | 90.48 | \$90.00 | \$2,000.00 |
| 2 AWWOA Membership (Patrick and Peter) | | | \$110.00 |

| | | | |
|--|------------|--------------|--------------|
| 2-41-00-250-00 Repairs & Maintenance - Treatment & Distribution | 88,594.44 | \$34,105.00 | \$28,672.00 |
| Curb stop Repairs | | | \$1,500.00 |
| Water Main Repairs | | | \$8,000.00 |
| THM's Tests (4 samples) | | | \$300.00 |
| Distribution Water Test (1 test) lead (new Regulation 2020) | | | \$1,300.00 |
| Hydrant Repair parts | | | \$1,000.00 |
| Instrument Calibration CL 17 602.80 x 2 Pocket 160. 2100Q 270. | | | \$1,300.00 |
| Asphalt - patching water breaks | | | \$8,000.00 |
| Nordic Maint Contract WTP(M/U air unit, exhaust, heater) | | | \$2,472.00 |
| Generator, Pump Servicing (Sterling) Maint.contr. | | | \$4,800.00 |
| 2-41-00-274-00 Insurance | 10,254.47 | \$10,300.00 | \$10,500.00 |
| 2-41-00-350-00 Purchased Bulk Water for Resale | 320,058.31 | \$336,622.00 | \$334,900.00 |
| 2-41-00-510-00 General Goods & Supplies | 8,122.37 | \$10,950.00 | \$10,620.00 |
| Curb Box Replacement Parts | | | \$850.00 |
| Water meters | | | \$3,000.00 |
| Neptune 360 software fee. | | | \$3,720.00 |
| Clamps And Couplings | | | \$2,000.00 |
| Analyzer Supplies | | | \$900.00 |
| HQ2100 Calibration Kit | | | \$150.00 |

| | | | |
|--|------|------|--------|
| 2-41-00-531-00 Chemicals & Salts Etc. | 0.00 | 0.00 | \$0.00 |
| Chlorine | | | |
| Clear Tech ClearHib 5 Corrosion Inhibitor | | | |
| Testing strips/ Chlorine | | | |
| Analyzer Supplies | | | |
| Other | | | |

| | | | |
|---|------------|-------------|--------------|
| 2-41-00-540-50 Campus Energy Power | 11,284.95 | \$12,300.00 | \$12,500.00 |
| 2-41-00-540-51 Access Gas Natural Gas | 6,620.93 | \$7,200.00 | \$7,500.00 |
| 2-41-00-762-00 Contributed to Capital Functions | | \$0.00 | |
| 2-41-00-990-00 Adjustments | | | |
| | 499,440.79 | 464,029.06 | \$458,377.09 |

SANITARY SEWAGE SERVICE & TREATMENT

| | | | |
|--|-----------|-------------|-------------|
| 2-42-00-110-00 Salary & Wages | 11,308.59 | \$28,107.73 | \$28,855.15 |
| 2-42-00-140-00 Public Works Course Fees - Sewer | 172.50 | \$682.50 | \$500.00 |
| Banff AWWOA Seminar | | | \$200.00 |
| Level 1 Training staff Patrick | | | \$300.00 |

Public Works

| | | | | |
|--|---|------------|-------------|--------------------|
| | | | | |
| 2-42-00-211-00 | Travel and Subsistence | 500.00 | \$750.00 | \$1,000.00 |
| 2-42-00-215-00 | Freight, Postage, Telephone | 1,265.33 | \$1,300.00 | \$1,300.00 |
| 2-42-00-225-00 | Memberships Relating to Sewer | 90.47 | \$90.00 | \$110.00 |
| | AWWOA/Patrick | | | \$55.00 |
| | AWWOA/Peter | | | \$55.00 |
| | | | | |
| 2-42-00-239-00 | Septic Station Repairs & Maintenance | 1,109.56 | \$1,500.00 | \$1,500.00 |
| 2-42-00-239-02 | Septic Station Supplies | 0 | \$200.00 | \$200.00 |
| 2-42-00-250-00 | Repair & Maintenance | 68,751.65 | 17,480.50 | \$18,300.00 |
| | Fire Extinguisher Inspection | | | \$100.00 |
| | Gas Detection meter testing and repair | | | \$1,000.00 |
| | Lagoon Discharge Water testing | | | \$300.00 |
| | 2023.Grinder Rebuild Lift #2.F280222 (Sterling) | | | \$0.00 |
| | | | | |
| | Lift Station Grinder From 2019 - replace reserve | | | \$5,000.00 |
| | Generator, Pump Servicing (Sterling) | | | \$5,000.00 |
| | Zoeller Pump rebuild 040622A (Lagoon) | | | \$3,100.00 |
| | Lift 2 Pump drain installation; 020822Q1 | | | \$3,800.00 |
| | | | | |
| 2-42-00-274-00 | Insurance | 4,093.94 | 4,094.00 | \$4,200.00 |
| 2-42-00-510-00 | General Goods and Supplies | 2,136.68 | 3,150.00 | \$11,850.00 |
| | Digestco 310.10/pail | | | \$2,650.00 |
| | Sewer pipe and parts | | | \$500.00 |
| | Lagoon Annual Maintenance treatment and sludge survey | | | \$8,700.00 |
| | | | | |
| 2-42-00-540-50 | Campus Energy Power | 10,703.27 | \$12,200.00 | \$12,400.00 |
| 2-42-00-540-51 | Access Gas Natural Gas | 2,275.49 | \$2,600.00 | \$2,800.00 |
| 2-42-00-990-00 | Adjustments | | | |
| | | 102,407.48 | 72,154.73 | \$83,015.15 |
| GARBAGE COLLECTION & DISPOSAL | | | | |
| 2-43-00-110-00 | Salaries and Wages | 5,527.39 | \$3,369.60 | \$3,454.88 |
| 2-43-00-230-00 | Garbage Contract | 64,166.01 | \$62,300.00 | \$65,000.00 |
| 2-43-00-230-01 | Not Used | | | |
| 2-43-00-250-01 | Waste Management Authority-Tipping Fees | 4,165.04 | \$4,000.00 | \$4,200.00 |
| 2-43-00-525-00 | Landfill Monitoring | 989.68 | \$650.00 | \$1,000.00 |
| 2-43-00-990-00 | Adjustments | | | |
| | | 74,848.12 | 70,319.60 | \$73,654.88 |
| RECYCLING | | | | |
| 2-44-00-274-00 | Recycling Trailer Insurance | 5.79 | \$5.79 | \$6.50 |
| 2-44-00-290-00 | Toxic Roundup | 0.00 | | \$7,100.00 |
| 2-44-00-510-00 | General Goods and Supplies - Recycling | 0 | | |
| 2-44-00-520-59 | Recycling Trailer Repairs #414 | 0 | | \$0.00 |
| | | 5.79 | \$5.79 | \$7,106.50 |
| PARKS | | | | |
| 2-72-00-110-00 | Salaries & Wages - Parks | 37,290.98 | \$34,663.20 | \$35,964.66 |
| 2-72-00-111-11 | Salaries & Wages - Parks S.T.E.P. | 0.00 | \$9,600.00 | \$9,600.00 |
| 2-72-00-250-00 | Parks Repairs & Maintenance | 8,018.12 | \$5,300.00 | \$7,500.00 |
| | | | | |
| 2-72-00-274-00 | Insurance | 609.92 | \$609.92 | \$630.00 |
| 2-72-00-510-00 | General Goods & Supplies | 6,845.69 | \$7,400.00 | \$8,500.00 |
| | Restroom Supplies | | | \$1,350.00 |
| | Paint | | | \$550.00 |
| | Cleaning products | | | \$600.00 |
| | Garbage bags | | | \$150.00 |
| | trees | | | \$300.00 |

Public Works

| | | | |
|---|-----------|----------------------|----------------------|
| | | | \$0.00 |
| Plants | | | \$800.00 |
| Main Street Flowers for baskets | | | \$4,000.00 |
| Mulch/Dirt | | | \$250.00 |
| Gopher Control | | | \$500.00 |
| | | | |
| 2-72-00-540-50 Campus Energy Power - Heritage Park | 932.61 | \$1,300.00 | \$1,300.00 |
| 2-72-00-770-00 Grants to Organizations - Beautification Committee | 9,631.48 | \$18,000.00 | \$18,000.00 |
| | 63,328.80 | 76,873.12 | \$81,494.66 |
| COMMUNITY CENTRE | | | |
| | | | |
| 2-74-00-110-00 Community Centre - Wages | 1,408.44 | \$1,903.20 | \$1,959.05 |
| 2-74-00-215-00 Community Centre-Static IP | 966.00 | \$924.00 | \$1,000.00 |
| 2-74-00-215-01 Community Centre - Xplornet | 1,433.54 | \$1,232.28 | \$1,275.00 |
| 2-74-00-250-00 Community Centre - Repairs & Maintenance | 25,335.47 | \$18,786.64 | \$10,943.00 |
| NORDIC Maintenance Agreement | | | \$7,443.00 |
| Furnace Cleaning, or other requirements | | | \$3,500.00 |
| | | | |
| 2-74-00-230-00 Community Centre - Special Services; fire inspection | 0.00 | | |
| 2-74-00-274-00 Community Centre - Insurance | 6,985.60 | \$6,985.60 | \$7,100.00 |
| 2-74-00-510-01 Community Centre - Supplies | 24.20 | \$200.00 | \$100.00 |
| 2-74-00-540-50 Campus Energy Power Community Hall Town Share | 7,868.98 | \$8,100.00 | \$8,500.00 |
| 2-74-00-540-51 Cultural Natural Gas Comm Hall Town Share | 3,938.96 | \$6,200.00 | \$6,000.00 |
| 2-74-01-540-50 Campus Energy Power - Community Centre 1/2 Share | 517.70 | | |
| 2-74-01-540-51 Cultural Natural Gas Community Centre 1/2 Share | 477.92 | | |
| 2-74-01-770-00 Library Contribution | 15,664.90 | \$15,664.90 | \$15,624.00 |
| | 64,621.71 | 59,996.62 | \$52,501.05 |
| TOTAL PUBLIC WORKS EXPENSES | | 1,153,037.03 | 1,052,499.54 |
| | | -\$671,524.59 | -\$664,663.59 |
| TOTAL REVENUE | | | |
| TOTAL EXPENSES | | \$1,052,499.54 | \$1,088,349.11 |
| NET | | \$380,974.95 | \$423,685.52 |
| | | DIFF | 11.21% |

PUBLIC WORKS



Recreation

Town of Bashaw

| ACCOUNT | DESCRIPTION | LAST YR ACTUAL 2022 | 2022 BUDGET | 2023 BUDGET <i>enter revenue as negative</i> |
|---|---|------------------------|----------------|--|
| REVENUES | | | | |
| RECREATION FACILITIES & PROGRAMS | | | | |
| 1-71-00-410-12 | Ball Diamond Revenue | -1,271.43 | -\$1,000.00 | -\$1,200.00 |
| 1-71-00-410-20 | Skate Sharpening Revenue | -285.60 | -\$300.00 | -\$300.00 |
| 1-71-00-410-21 | Ice Revenue - Minor Hockey | -41,507.11 | -\$31,500.00 | -\$41,500.00 |
| 1-71-00-410-22 | Ice Revenue - Figure Skating | -7,285.71 | -\$7,300.00 | -\$7,000.00 |
| 1-71-00-410-23 | Ice Revenue - Senior Hockey | -2,933.31 | -\$2,000.00 | -\$3,000.00 |
| 1-71-00-410-24 | Ice Revenue - Private Rentals | -192.86 | -\$300.00 | -\$200.00 |
| 1-71-00-410-25 | Ice Revenue - Other | -300.00 | \$0.00 | \$0.00 |
| 1-71-00-410-27 | Ice Revenue - Fun Hockey | -2,271.43 | -\$2,000.00 | -\$2,300.00 |
| 1-71-01-410-21 | Minor Hockey - Visitors | -714.28 | -\$400.00 | -\$700.00 |
| 1-71-01-410-23 | Senior Hockey - Visitors | 0.00 | -\$100.00 | \$0.00 |
| 1-71-00-560-01 | Building Space Rent | -19.05 | \$0.00 | \$0.00 |
| 1-71-00-590-20 | Other Revenues | -3,261.90 | \$0.00 | -\$3,000.00 |
| 1-71-00-850-00 | Conditional Grants from Other Local Gov | -30,000.00 | -\$31,800.00 | -\$35,000.00 |
| 1-71-00-770-00 | Contributions - Local Boards & Agencies | | | |

| | | | |
|-------------------------|-------------------|-------------------|---------------------|
| TOTAL RECREATION | -90,042.68 | -76,700.00 | -\$94,200.00 |
|-------------------------|-------------------|-------------------|---------------------|

EXPENSES

RECREATION FACILITIES & PROGRAMS

| | | | | |
|-----------------------|--|-------------------|-------------------|---------------------|
| 2-71-00-110-00 | Administration Salaries & Wages | 19,494.11 | \$19,825.26 | \$17,873.86 |
| 2-71-00-110-20 | Salaries & Wages | 52,395.61 | \$59,675.20 | \$61,873.14 |
| 2-71-00-130-00 | Employee Benefits & EI CPP Expense | 3,832.59 | \$12,673.77 | \$13,579.10 |
| 2-71-00-140-00 | Recreation Training | 0.00 | \$990.00 | \$1,000.00 |
| | Arena Operator Level 1 - 2 Staff | | \$1,000.00 | |
| 2-71-00-151-00 | Fees & Benefits | 0.00 | | |
| 2-71-00-211-00 | Travel & Subsistence | 155.66 | \$1,000.00 | \$1,000.00 |
| 2-71-00-215-20 | Freight, Postage & Telephone - Arena | 2,179.76 | \$1,600.00 | \$2,200.00 |
| 2-71-00-220-00 | Advertising | 314.40 | | \$300.00 |
| 2-71-00-225-00 | Membership Fee | | | \$210.00 |
| 2-71-00-770-00 | Grants to Organizations | | | |
| 2-71-00-250-12 | Ball Diamond & Raquet Sports Rep & Ma | 746.66 | \$3,000.00 | \$3,000.00 |
| 2-71-00-250-20 | Repairs & Maintenance - Arena | 75,708.30 | \$38,569.00 | \$37,276.00 |
| | Furnace Replacement | | \$6,500.00 | |
| | Nordic Maintenance Contract | | \$22,776.00 | |
| | Ice plant repairs - ongoing | | \$8,000.00 | |
| | Boards around ice surface | | \$0.00 | |
| | Curling Club - Large Overhead door | | \$0.00 | |
| | Curling Club - Back Shed; roof, siding | | \$0.00 | |
| 2-71-00-274-20 | Insurance | 14,045.61 | \$14,045.61 | \$14,200.00 |
| 2-71-00-510-12 | Ball & Raquet Sports Supplies | 400.00 | \$2,000.00 | \$1,000.00 |
| 2-71-00-510-20 | Supplies - Arena | 11,670.33 | \$8,000.00 | \$12,000.00 |
| 2-71-00-540-50 | Campus Energy Power | 26,258.88 | \$33,000.00 | \$27,000.00 |
| 2-71-00-540-51 | Recreational Natural Gas | 13,440.71 | \$11,000.00 | \$13,000.00 |
| 2-71-00-230-20 | Recreation - Special Services; fire inspection | 531.00 | | \$500.00 |
| TOTAL EXPENSES | | 221,173.62 | 205,378.84 | \$206,012.10 |

Recreation

| | | |
|----------------|------------|--------------|
| TOTAL REVENUE | -76,700.00 | -\$94,200.00 |
| TOTAL EXPENSES | 205,378.84 | \$206,012.10 |
| NET | 128,678.84 | \$111,812.10 |
| | DIFF | -13.11% |



Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



| | |
|----------------|--|
| Meeting: | Regular Council |
| Meeting Date: | March 16, 2023 |
| Originated by: | Theresa Fuller, Chief Administrative Officer |
| Agenda Item: | 7.5 Signing Authority Changes |

Background/Proposal:

Staff changes have occurred, requiring council to approve changes in signing authority.

Discussion/Options/Benefits/Disadvantages:

Signing authority assists organization process and provides options for continued operations in the event of CAO absence.

Costs/Source of Funding (if applicable)

Not Applicable.

Applicable Legislation:

Municipal Government Act; Section 213

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Administration recommends the following motion:

MOVED BY _____ to remove Natasha Larkin from signing authority for the Town of Bashaw.

Resolution 214-2022 from the Organization Meeting October 2022 – Approves all council members and the CAO; two signatures, one council member and administration staff are to be on each cheque.

We require the addition of Darlene Tucker, as the Municipal Treasurer.

MOVED BY _____ that the approved signing authority for the Town of Bashaw include Municipal Treasurer, Darlene Tucker; the requirement for two signatures, one council member and administration staff are to be on each cheque; is still required.

MOVED BY _____ in the absence of CAO Theresa Fuller, Municipal Treasurer Darlene Tucker, is approved as a designated officer for the town of Bashaw.

Discussion Result:

Additional research Requested:

Bashaw Municipal Library
Box 510
Bashaw, AB
TOB OH0



7.6

February 28, 2023

Dear Bashaw Town Council:

Re: Library Board Member Changes

Please pass the following motions for the four Bashaw Library Trustees whose terms are soon to be expired. Their term will commence on the date the motion is made by the Town council.

MOVED BY _____ to appoint **Margaret Young** to the Bashaw Library Board effective _____ for her third three-year term.

MOVED BY _____ to appoint **Joanne Schoff** to the Bashaw Library Board effective _____ for her third three-year term.

MOVED BY _____ to appoint **Rob McDonald** to the Bashaw Library Board effective _____ for his third three-year term.

MOVED BY _____ to appoint **Jackie Northey** to the Bashaw Library Board effective _____ for her second three-year term.

Yours truly,

Cindy Hunter
Bashaw Municipal Library, Manager

Bashaw Municipal Library

P.O Box 669

Bashaw, Alberta

T0B 0H0

7.6.



Re: Bashaw Library Request for Financial Review 2023

March 8, 2023

Theresa Fuller, CLGM

CAO Town of Bashaw

Box 510 5011 – 52 Avenue

Bashaw, Alberta

T0B 0H0

Dear Ms. Fuller,

Please accept this letter as a formal request for town council to approve Liane McDonald as the financial reviewer, as per section 9b of the Library Act.

Accounts

9 The municipal board shall

(a) keep accounts of its receipts, payments, credits and liabilities,

(b) have a person who is not a member of the municipal board and whose qualifications are satisfactory to council review the accounts each calendar year and prepare a financial report in a form satisfactory to council, and

(c) submit the financial report to the council immediately after its completion

Sincerely,

Lezley Lischynski B.Ed, M.Ed

Chair

Bashaw Municipal Library

P.O Box 669

Bashaw, Alberta

T0B 0H0

780281-444

E mail: lezley.lischynski@gmail.com