



**REGULAR MEETING OF COUNCIL  
A G E N D A**

**Wednesday, November 15, 2023, 6:00 pm  
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
  - 4.1 Bashaw & District Support Services 2024 Budget Presentation – Christine Buelow
  - 4.2 Bashaw Municipal Library 2024 Budget Presentation – Terry Brown Gust & Maypu Mann
5. APPROVAL OF MINUTES
  - 5.1 Minutes of the November 1, 2023, Regular Meeting of Council
6. CONSENT AGENDA
  - 6.1 October 31, 2023 – Balance Variance Report
  - 6.2 Town of Bashaw October 31, 2023 – Monthly Statement
  - 6.3 CAO Report
  - 6.4 Foreman Report
7. NEW & UNFINISHED BUSINESS
  - 7.1 Utility Billing Frequency Change – Bylaw 824 - 2023
  - 7.2 Recreation Master Plan - Discussion
  - 7.3 2024 Interim Budget
  - 7.4 Tax Incentives – Grant Opportunities
  - 7.5 Highway 12/21 Regional Water Commission – 2024 Budget
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
  - 10.1 Land – Land Sale offer – FOIP Section 23
  - 10.2 Personnel – CAO Performance Appraisal – FOIP Section 19
11. NOTICES OF MOTION
12. NEXT MEETING: Discuss December Meeting Date – Possibly December 18, 2023 – 6:00 pm
13. ADJOURNMENT

**APPLICATION FOR 2024  
TOWN of BASHAW  
FAMILY and COMMUNITY SUPPORT SERVICES FUNDING**

**PART I – ABOUT YOUR ORGANIZATION/GROUP**

<b>Organization Name: Bashaw and District Support Services Association</b>	
<b>Organization Address: P.O. Box 568, Bashaw AB, T0B 0H0</b>	
<b>Contact Name:</b> Christine Buelow – Executive Director Mary Ellen Docherty – Board Chair	<b>Contact Phone Number:</b> 780-372-4074
<b>Incorporation Number: 50570964</b>	<b>Incorporation Date: June 22, 1993</b>
<b>Charitable Donation Number:</b> 89891 8537 RR0001	<b>Charitable Organization Name:</b> Bashaw and District Support Services Association
<b>Executive Director: Christine Buelow</b>	
<b>Funding Requested: \$78,365.00</b>	<b>Amount Approved: \$</b>

**MISSION/MANDATE OF APPLICANT ORGANIZATION:**

BDSS is a non-profit charitable organization committed to supporting and implementing social programs for individuals, families and the community. BDSS works towards supporting the well being of all citizens. Communities need a centralized source to facilitate participation in community issues, contribute resources and access services. Through the use of community development practices, promotion of volunteerism, and facilitation of relationships a community will come together to establish service needs and resources to meet those needs.

**GOALS OF APPLICANT ORGANIZATION:**

Determined by FCSS mandate—see attached Logic Model

**PROGRAMS AND SERVICES PROVIDED BY THE APPLICANT ORGANIZATION:**

The following is a list of all the programs that our organization offers. Not all of these programs are FCSS programs.

**We assist the community by development and implementation of services within the Bashaw RCMP Region:**

**FCSS Funded Programs:**

- **Community Wellness Program**—early intervention and prevention program, offering support for families with children 0-18 years through inclusive programming available to all children, which includes interactive programming (Roots of Empathy, Music/Drama, Mentorship, Precision Reading, Extended Learning Facilitation), child/family support, connection to community resources, and referrals. It is a priority for families to engage in activities that give them a sense of belonging.
- **Roots of Empathy**—encourage pro-social behavior in an attempt to create more civil societies.
- **Navigation** – one on one individualized support to assist individuals (0-18 years) and their families in Navigating programs and systems.
- **Community Development and Communication** – Coordinate conversation, development, and implementation of services in support of community need. Coordinate local/regional communication to build stronger partnerships and alliances, assist public with greater understanding, and develop trusting relationships within the community.
- **Meals on Wheels**—In home meal services allowing individuals within the community to age in place, and receive proper nutrition. Partners are Bashaw Meadows, local Churches, and individuals to deliver this daily lunch service delivery program.
- **Information and Referral**—Connects community to the resources they need
- **FCSS Administration Services** – management, development, and evaluation of FCSS programs and services.
- **Tools for School** – Collection campaign of necessary school supplies and materials to support families in need. Collection is accomplished in partnership with local community organizations, with Bashaw School receiving the items and distributing them accordingly.
- **Social Programming for Youth** – Social Programming for Youth is intended to provide space and programming/services that allow Youth to develop positive self identity/image, positive relationships, values, and social competencies, as well as have healthy connection to their community.

**FCSS Contracted Services:**

- **Bashaw Youth Drop-In Foundation**— Reception and administration of Youth Services for Bashaw and Area

**Non FCSS Funded Programs:**

- **Generations Daycare** – Accredited, Licensed childcare for children age 0-6.
- **Preschool**—Licensed early learning programming for children aged 3-5.
- **Community Emergency Fund** – Funding to support unique/urgent emergency situations.
- **Community Outreach**—Seniors/Families/Children
- **Information and Referrals**—Connects the community to the resources they need.
- **Home Support**—Home support is provided to people whose ability to manage on their own is limited and for those who have no family or friends to help them with various household responsibilities.
- **Transportation**—this program coordinates community volunteers to transport individuals ages 50+ to medical appointments
- **Navigation** – one on one individualized support to assist individuals (18+) and families in Navigating programs and systems.
- **Mental Health Services**– contracted therapists serving youth ages 5-18 in the region (serving Bashaw RCMP region)
- **Bashaw Regional Wellness Initiative**– Cross-sector hub developing programs and partnerships to better serve the Bashaw RCMP region, and advocate for rural services. Established by Bashaw RCMP, BDSS, Bashaw School, and Bashaw Adult Learning.

**Non FCSS Contracted Services:**

- **Bashaw Bus Society**— Reception and administration of Bus services.
- **Bashaw Food Bank**— Reception and administration for Food Bank services.
- **Bashaw Adult Learning Council**— Reception and administrative support.

**BOARD OF DIRECTORS 2023-24:**

<b>Name</b>	<b>Position</b>	<b>Contact Information</b>
Mary Ellen Docherty	Chair	Box 272, Bashaw AB
Margaret Baier	Vice-Chair	Box 156, Bashaw AB
Sandy Radke	Secretary/Treasurer	Box 457, Bashaw AB
Susan Albers	Director	General Delivery, Bashaw AB
Mike Stegemann	Director	General Delivery, Bashaw AB
Bryan Gust	Town Representative	Box 611, Bashaw AB

## **FCSS Administration Services**

### **PURPOSE OF THE PROGRAM:**

The FCSS administrative services include the day-to-day operation of the programs and services including, management, planning, and evaluation of programming. Operational services such as bookkeeping, payroll, invoicing, insurance, audit, general office supplies and expenses, and so on are also part of this. Information and Referral specifically related to FCSS targets and goals, smaller programs such as Tools for School, Community Volunteer Recognition, and specialized community development work (ie-Children's Mental Health Initiative) are also included under this umbrella.

### **TARGET POPULATION:**

These services are available to the whole community.

### **COMMUNITY NEED:**

Statistics and tracking information indicate that the community has a high need for support services in the areas of mental health & addictions, social supports, food security, one-on-one counseling, and navigation of government programs. BDSS staff do their best to provide services or referrals to families or individuals in need.

### **COMMUNITY PARTICIPATION:**

Volunteers will engage with BDSS in program development, delivery, and evaluation, as well as annually be given an opportunity to govern FCSS services through election to the Board of Directors.

### **OBJECTIVES:**

- The Bashaw community will create, develop and maintain services that have been identified as needed and wanted.
- The community will be able to communicate with external agencies with accurate and detailed assessments of need.
- As a rural community, Bashaw will have services equal to those offered by larger centers.

### **HOW WILL IT OPERATE:**

Daily 9:00 -4:00

Two staff share this position to make for full time coverage of the office to serve the community.

**ACCOUNTABILITY:** Logic Model enclosed

**BUDGET:** 2024 Budget enclosed

## Logic Model – FCSS Administration

Elements	Information Categories	Description
<b>Resources</b>	<i>In order to accomplish our set of activates, we will need the following</i>	<ul style="list-style-type: none"> <li>• Staff to support programs and community members</li> <li>• Administrative Support</li> <li>• Equipment and technology necessary for day to day operation</li> <li>• Insurance, auditors, technical support</li> <li>• Supplies and materials to maintain office</li> <li>• Data and information for information and referral services</li> </ul>
<b>Activities</b>	<i>In order to address our problem or asset, we will accomplish the following activities</i>	<ul style="list-style-type: none"> <li>• Operational and administrative support for programs</li> <li>• Support services of vulnerable and at-risk community members</li> <li>• Community tools for community development work</li> <li>• Accountability tools and processes for funders and partner organizations</li> <li>• General information and referral for walk-in community members</li> </ul>
<b>Outputs Short</b>	<i>We expect that once accomplished, these activities will produce the following evidence or results</i>	<ul style="list-style-type: none"> <li>• Community members will report satisfied to excellent rating of support when looking for information, referrals or support services</li> <li>• Community acquires and accesses services on a continuous basis through tracking of needs and requests</li> </ul>
<b>Short &amp; Long term Outcomes</b>	<i>We expect that if accomplished, these activities will lead to the following changes in 1-3 then 4-6 years</i>	<ul style="list-style-type: none"> <li>• The Bashaw community will create, develop and maintain services that have been identified as needed and wanted.</li> <li>• Community is able to communicate with external agencies with accurate and detailed assessments of needs.</li> </ul>
<b>Impact</b>	<i>We expect that if accomplished these activities will lead to the following impact.</i>	<ul style="list-style-type: none"> <li>• As a rural community, Bashaw will have services equal to those offered by larger centers, with long-term sustainability.</li> </ul>

## **Meals on Wheels**

### **PURPOSE OF THE PROGRAM:**

This program serves individuals in the community who have difficulty preparing their own meals.

### **TARGET POPULATION:**

Clients are most often seniors, but have also included those who have suffered accidents or illness and are unable to care for themselves for a period of time.

### **COMMUNITY NEED:**

Meals on Wheels program is an essential service. We feel there is probably more need for this program in our community, but awareness and acceptance are issues that need to be addressed with the community.

### **COMMUNITY PARTICIPATION:**

This program requires the coordination of volunteers to deliver meals. Community participation has been essential for the delivery of this program. Volunteers are organized through four churches in our community as well as other volunteers who request to do this service. Volunteers are always welcomed and training is available for any new volunteers. A partnership with the Bashaw Meadows – Bethany Group exists as they prepare nutritious meals that we deliver.

### **OBJECTIVES:**

- Individuals who are unable to prepare their own meals have a healthy meal once a day or as often as needed.
- Seniors will maintain their health status due to appropriate nutritional support.
- Seniors will be able to live in their own homes much longer than they would without meal support and isolation will decrease due to daily contact with volunteers.

### **HOW IT WILL OPERATE:**

Meals are delivered Monday – Friday beginning at 11:45 am.

As a liaison between the Bashaw Meadows, who prepares the meals, and the client, BDSS will monitor and update requests for services. Volunteers from the local ministerial groups, and the community at large, will deliver the meals.

Fees are invoiced and collected monthly.

**ACCOUNTABILITY:** Logic Model enclosed.

**BUDGET:** 2024 budget enclosed.

## Logic Model – Meals on Wheels

Elements	Information Categories	Description
<b>Resources</b>	<i>In order to accomplish our set of activities, we will need the following</i>	<ul style="list-style-type: none"> <li>• Licensed Kitchen Facility</li> <li>• Administrative Support</li> <li>• Communication tools – coordination of deliveries</li> <li>• Volunteer drivers</li> <li>• Delivery Material and Supplies for meals</li> </ul>
<b>Activities</b>	<i>In order to address our problem or asset, we will accomplish the following activities</i>	<ul style="list-style-type: none"> <li>• Seniors and or convalescing adults receive a nutritional meal daily prepared by a licensed facility.</li> </ul>
<b>Outputs Short</b>	<i>We expect that once accomplished, these activities will produce the following evidence or results</i>	<ul style="list-style-type: none"> <li>• Seniors and convalescing adults will receive appropriate daily nutritional requirements.</li> <li>• Clients report a satisfactory to excellent rating of their meals, timeliness of delivery and volunteer contact.</li> </ul>
<b>Short &amp; Long Term Outcomes</b>	<i>We expect that if accomplished, these activities will lead to the following changes in 1-3 then 4-6 years</i>	<ul style="list-style-type: none"> <li>• Seniors receiving meals feel more connected to the community.</li> <li>• Seniors health is maintained or improved due to nutritional meals provided.</li> <li>• Seniors feel supported.</li> </ul>
<b>Impact</b>	<i>We expect that if accomplished these activities will lead to the following impact.</i>	<ul style="list-style-type: none"> <li>• Seniors are able to live in their own homes much longer than they would without meal support.</li> <li>• Seniors maintain their health status due to appropriate nutritional support.</li> <li>• Health care costs are lower due to delayed entry into the more formal health institutions.</li> </ul>

## **Community Wellness**

### **PURPOSE OF THE PROGRAM:**

This program provides counseling, emotional support and preventative programming for children and families in our community. Referrals to the program come from the school, the community, external service providers. The program has multiple funders and requires annual applications and quarterly reports to be prepared and delivered to the appropriate funder. A joint management committee representing four agencies meets bi-monthly to manage this program, supervise and provide direction.

### **TARGET POPULATION:**

Pre-natal- 18 years of age; families or individuals

### **COMMUNITY NEED:**

In September 2011 we altered the program to become more inclusive of the *entire community* with hopes that the work would be preventative in nature for all citizens. Shifting our focus from not only “maintaining” family wellness, we truly wanted to work on “creating” family wellness. Currently, we have 100% of the school population engaged in the programming with their families. Whether it be enrollment in the Theatre Program (supporting talents of acting, managing, directing, sewing, culinary, and so much more), Cross-generational mentoring, reading program, counseling, information and referral, or a Breakfast for Learning (to name a few), the children and their families are engaging. As the enhanced programming gains momentum, we are discovering people of all ages within the community are finding a place to “be a part of”.

In 2017, we initiated meetings in partnership with Bashaw RCMP, Bashaw School, Bashaw Adult Learning, Bashaw Service Groups, and communities surrounding Bashaw and area. These meetings led to the creation of the Bashaw & Area Regional Wellness Initiative. The Regional Wellness Initiative has grown to 28 partners strong, with sub-programming happening at Donalda, and Alix. This initiative continues to grow, and has spurred the development of the **Navigation support program** for clients 0-99. \*FCSS Funding supports those clients ages 0-18 and their families.

BDSS seeks to support the continuation of growth in this programming area to best serve children and their families. This includes Food Security Education programming (Community Kitchens, in partnership with Adult Learning), Early Intervention (Preschool), Crisis and Prevention work (Navigation, Extended Learning Program), Youth Support programs and more.

### **COMMUNITY PARTICIPATION:**

The Community Wellness program is strongly based on its multiple partnerships- the Joint Management Team- with BDSS, Bashaw School, Bashaw RCMP, and Community Members. This program has been designated a Provincial Best Practice by Child and Family Services.

The program will have more community engagement activities led by the program participants. Some examples of this include Peer Mentorship, Family Resource Network, Skill Development classes. The community at large participated in a school-wide breakfast & snack program within the school. Community volunteers work with BDSS and the Bashaw School to facilitate Asset Building workshops for the youth in the community. Students are also supported through group activities and projects they initiate to unite students and create a sense of belonging.

Another extremely successful program facilitated through the CWW program is “Roots of Empathy” which brings a volunteer parent and a baby from the community, into a classroom to teach school children about empathy. By observing the infant, over the course of the year as it develops and grows, children learn about child development and emotional literacy-the ability to name an emotion; they learn to recognize temperament traits and how they themselves react to certain situations; and they see the wonderful attachment and attunement of parent and child. All of this and much more foster the development of Empathy.

**OBJECTIVES:**

- Families will have greater access to external services to support the development of children.
- The incidence of “at risk” behaviors and family relationships are significantly reduced and replaced with support and inclusive services.
- Parents will have the skills they need for healthy and safe relationships with children and community, and experience positive family functioning.
- Children learn pro-social skills and experience healthy social and emotional development.

**HOW IT WILL OPERATE:**

The program requires staff that posses a Degree or Diploma in Human Services or related education. The Roots of Empathy program requires 2 staff/trained volunteers to facilitate this program.

The Community Wellness Worker (CWW) will have an office located in the Bashaw School and will be available to students and their families 4 days a week; and will be available for community individuals and families from the BDSS office 1 day a week. Due to funding cutbacks, professional counseling services have been suspended until further funding is obtained. Referrals to see CWW are made through the school with parent consent. Individuals and families may request support or counseling by contacting the BDSS office.

The Navigator will have an office located at BDSS and is available to individuals and families 3-4 days/week.

The Extended Learning Facilitator will work from the BDSS office, as well as within the school. This will be comprised of multiple part-time positions, so that a diverse team of support is created, and able to be flexible in meeting the needs of any student Pre-K to Grade 12, as well as Post Secondary (in partnership with Bashaw Adult Learning).

**ACCOUNTABILITY:** Logic Model enclosed.

**BUDGET:** 2024 Budget enclosed.

**Logic Model –Community Wellness (Community Wellness Worker)**

Elements	Information Categories	Description
<b>Resources</b>	<i>In order to accomplish our set of activities, we will need the following</i>	<ul style="list-style-type: none"> <li>• Staff and Administrative Support</li> <li>• Collaboration between programs and services</li> <li>• Office Space and supplies</li> <li>• Program Material and supplies</li> </ul>

<b>Activities</b>	<i>In order to address our problem or asset, we will accomplish the following activities</i>	<ul style="list-style-type: none"> <li>• The Community Wellness Worker will provide support to children from birth to 18 years of age as well as adults.</li> <li>• Strategies for the development of healthy family and child relationships are created and used for community parents and families.</li> <li>• Independence is fostered within families to problem solve and continue to develop positive relationships.</li> <li>• Children receive consistent safe support from a worker who can refer when necessary. The program provides one starting point for the access of various support services.</li> <li>• Children’s Service partnership and meetings promotes and provides a positive, solution focused crisis intervention and child support.</li> <li>• Preventative Pro-Social skill building programs targeting 0-99 years are implemented and work to utilize community volunteer involvement.</li> <li>• Ongoing counseling services provided for all age groups.</li> <li>• Family/Individual support and mediation.</li> <li>• Crisis counseling and access to further counseling supports when needed.</li> </ul>
<b>Outputs Short</b>	<i>We expect that once accomplished , these activities will produce the following evidence or results</i>	<ul style="list-style-type: none"> <li>• Children report they have obtained an increase in strategies to overcome challenges they face.</li> <li>• Parents feel supported and included in the support system developed for their children.</li> <li>• Children, parents’ and families report they have access to personal counseling services and a “go to” person when issues arise.</li> <li>• Parents report an increase in knowledge and awareness of normal child development and identification of atypical behavior.</li> <li>• Parents understand the referral process and the method of accessing services in dealing with atypical behavior or irregular child development.</li> <li>• Children at risk experience school success and community inclusion.</li> <li>• Families feel they have a say in the direction programming takes.</li> <li>• Families state they have involvement and opportunity for input in the program.</li> </ul>
<b>Short &amp; Long Term Outcomes</b>	<i>We expect that if accomplished, these activities will lead to the following changes in 1-3 then 4-6 years</i>	<ul style="list-style-type: none"> <li>• Individuals, parents and families have the skills they need for healthy and safe relationships with children and community.</li> <li>• Community volunteers are involved in preventative pro-social skill building social activities.</li> <li>• Existing partnerships are enhanced and further</li> </ul>

		<p>partnerships developed to include all organizations in support of children, families and community members.</p> <ul style="list-style-type: none"> <li>Continue to demonstrate the positive outcomes resulting from the creation of a web of support from children, families and community members through establishing positive links with the various social support services already available.</li> </ul>
<b>Impact</b>	<i>We expect that if accomplished these activities will lead to the following impact.</i>	<ul style="list-style-type: none"> <li>The incidence of 'at-risk' behaviors and family relationships are significantly reduced and replaced with support and inclusive services.</li> <li>Families have greater access to external services to support the development of children.</li> </ul>

## Social Programming for Youth

### PURPOSE OF THE PROGRAM:

Social Programming for Youth is intended to provide space and programming/services that allow Youth to develop positive self identity/image, positive relationships, values, and social competencies, as well as have healthy connection to their community.

### TARGET POPULATION:

The target population is 6-17 years.

### COMMUNITY NEED:

Although Bashaw has many valuable community programs and services, none exist that provide a consistent drop-in location for children to access after school. Many recreation programs are seasonal, and operate for minimal hours each week. The Bashaw Youth Centre, and the programming it offers give opportunity for youth to gather and enjoy a comfortable drop in centre with ample opportunities for engagement.

Bashaw Youth Centre re-opened in May, 2022. Through the summer we enjoyed a great partnership with BDSS, and other community partners to offer diverse programming for youth in Bashaw and area. Currently, we have 85 memberships. We see an average of 44 youth/week, totalling over 110 visits/week. Our fundraiser - Festival of Trees typically sees 120+ children in attendance, plus parents, caregivers, and other community members. We enjoy a partnerships with Bashaw School, Bashaw United Church, Alix MAC School, and Bashaw Majestic Theatre which allows use of facility as well as other programming opportunities to better develop our youth.

We are nearing completing of re-branding of Bashaw Youth Droop-In Foundation and their services, increasing programs and outings, enriching partnerships, and secondary stages of sustainability planning. BYF board is committed to the mandate of their organization and the overall purpose we all serve at Bashaw Community Resource Centre in serving the community.

### COMMUNITY PARTICIPATION:

Bashaw Youth Drop In Foundation (BYF) is a partner in the Bashaw Community Resource Centre. Since re-opening in May 2022, they have offered many activities and programming within the community, utilizing partnerships, facilities, volunteers, and more. They look for opportunities for Bashaw and area youth to engage within the community to be part of the success.

**OBJECTIVES:**

- The Bashaw community will create, develop and maintain services that have been identified as needed and wanted.
- The community will be able to communicate with external agencies with accurate and detailed assessments of need.
- As a rural community, Bashaw will have services equal to those offered by larger centers.

**HOW WILL IT OPERATE:**

Drop In: Monday – Friday: 3:30 pm – 5:30 pm, and often full days on school closure and summer.

Extension Programming: Specialized times within the community as determined by season.

Pop-Up Programming: Unique, short-term programming that is focused on opportunities for youth and their families to engage.

Staffing will range from 1-3 part-time staff daily depending on event, and number of attendees.

**ACCOUNTABILITY:** Logic Model enclosed

**BUDGET:** 2024 Budget enclosed

## Logic Model – Social Programming for Youth

Elements	Information Categories	Description
<b>Resources</b>	<i>In order to accomplish our set of activates, we will need the following</i>	<ul style="list-style-type: none"> <li>• Staff to support programs and community members</li> <li>• Administrative Support</li> <li>• Equipment and technology necessary for day to day operation</li> <li>• Insurance, auditors, technical support</li> <li>• Supplies and materials to maintain office</li> <li>• Data and information for information and referral services</li> </ul>
<b>Activities</b>	<i>In order to address our problem or asset, we will accomplish the following activities</i>	<ul style="list-style-type: none"> <li>• Drop In Centre</li> <li>• Extension Programming and Services</li> <li>• Pop-Up Programming</li> </ul>
<b>Outputs Short</b>	<i>We expect that once accomplished, these activities will produce the following evidence or results</i>	<ul style="list-style-type: none"> <li>• Youth attend the Drop In Centre.</li> <li>• Youth attend programs and utilize services.</li> <li>• Youth engage in community through volunteering, providing leadership, and helping shape future of Bashaw.</li> </ul>
<b>Short &amp; Long term Outcomes</b>	<i>We expect that if accomplished, these activities will lead to the following changes in 1-3 then 4-6 years</i>	<ul style="list-style-type: none"> <li>• Youth develop positive identities.</li> <li>• Youth get support from other people.</li> <li>• Youth develop positive values.</li> <li>• Youth develop positive relationships in the community.</li> <li>• Youth participate positively in the community.</li> </ul>
<b>Impact</b>	<i>We expect that if accomplished these activities will lead to the following impact.</i>	<ul style="list-style-type: none"> <li>• Youth will be healthy and experience well-being.</li> </ul>

# TOWN of BASHAW

## Bashaw and District Support Services Association

### 2024 BUDGET

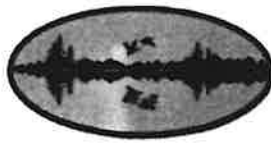
Financial Data Supplied  
As of Period End  
30-Sep-23

<b>PROGRAM NAME:</b>	Bashaw & District Support Services Association	<b>APPLICATION DATE:</b>	20-Oct-23
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GL Code	ITEM DETAILS	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
<b>REVENUE</b>					
<b>GL Code</b>	<b>Administration/Information/Referrals Revenue</b>	<b>2023 YTD Actual</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>+/- %</b>
	<i>Town of Bashaw FCSS Funding</i>	\$ 15,689.88			#DIV/0!
	<i>Donations &amp; Fund Raising</i>		\$ 17,269.00	\$ 17,269.00	0.00%
	<i>Canada Summer Jobs</i>		\$ 6,600.00	\$ 6,600.00	0.00%
	<i>Government Employment Funding</i>				#DIV/0!
	<i>Interest Revenue</i>				#DIV/0!
	<i>Miscellaneous Revenue</i>				#DIV/0!
	<i>Regional Wellness Partnerships</i>	\$ 1,125.00	\$ 15,000.00	\$ 10,000.00	
	<i>Photocopying</i>	\$ 257.83	\$ 1,800.00	\$ 1,800.00	0.00%
	<i>Administration Fees</i>	\$ 20,877.03	\$ 41,390.00	\$ 41,390.00	0.00%
		\$ -		\$ -	#DIV/0!
	<b>Total Revenue (non-Town)</b>	<b>\$37,949.74</b>	<b>\$82,059.00</b>	<b>\$77,059.00</b>	<b>-6.09%</b>
<b>EXPENSES</b>					
<b>GL Code</b>	<b>Administration/Information/Referrals Expenses</b>	<b>2023 YTD Actual</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>+/- %</b>
5410	<i>Wages &amp; Salaries</i>	\$ 14,759.90	\$ 78,952.00	\$ 78,952.00	0.00%
5420	<i>Benefits (EI/CP/WCB/Stat Pay)</i>	\$ 3,962.13	\$ 6,122.00	\$ 6,122.00	0.00%
5610	<i>Accounting, Audit &amp; Legal</i>	\$ 3,368.70	\$ 3,000.00	\$ 3,000.00	0.00%
5615	<i>Advertising &amp; Promotions</i>	\$ 36.75	\$ 500.00	\$ 500.00	0.00%
5640	<i>Courier &amp; Postage</i>	\$ 772.58	\$ 800.00	\$ 800.00	0.00%
5650	<i>Photo Copies &amp; Lease Share</i>	\$ 2,182.98	\$ 3,000.00	\$ 3,000.00	0.00%
5685	<i>Insurance</i>	\$ 736.45	\$ 500.00	\$ 500.00	0.00%
5690	<i>Interest &amp; Bank Charges</i>	\$ 121.95	\$ 350.00	\$ 350.00	0.00%
5700	<i>Office Supplies</i>	\$ 1,544.12	\$ 1,500.00	\$ 1,500.00	0.00%
5755	<i>Program Resources &amp; Materials</i>		\$ 3,000.00	\$ 3,000.00	0.00%
5780	<i>Telephone/Fax Line</i>	\$ 1,281.66	\$ 1,700.00	\$ 1,700.00	0.00%
5782	<i>Workshops/Training</i>	\$ -	\$ 250.00	\$ 250.00	0.00%
5785	<i>Board, Staff, Volunteers Travel Etc</i>	\$ 99.13	\$ 200.00	\$ 200.00	0.00%
	<i>Memberships</i>	\$ 84.99	\$ 100.00	\$ 100.00	0.00%
	<i>Facility Supplies</i>		\$ 150.00	\$ 150.00	0.00%
	<i>Equipment/Repairs/Maintenance</i>		\$ 550.00	\$ 550.00	0.00%
	<i>Rentals/Lease</i>		\$ 1,250.00	\$ 1,250.00	0.00%
	<i>Contracted Personnel</i>	\$ 7,455.78		\$ -	#DIV/0!
	<b>Total Administration/Information/Referral Expenses</b>	<b>\$36,407.12</b>	<b>\$101,924.00</b>	<b>\$101,924.00</b>	<b>0.00%</b>
	<b>NET ADMINISTRATION/INFORMATION SURPLUS/DEFICIT</b>	<b>\$1,542.62</b>	<b>(\$19,865.00)</b>	<b>(\$24,865.00)</b>	<b>25.17%</b>
<b>REVENUE</b>					
<b>GL Code</b>	<b>Meals on Wheels Revenue</b>	<b>2023 YTD Actual</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>+/- %</b>
4101	<i>Town of Bashaw FCSS Funding</i>	\$ 1,710.00			#DIV/0!
4420	<i>Client Fees</i>	\$ 9,838.00	\$ 6,240.00	\$ 6,240.00	0.00%
	<i>Fundraising</i>	\$ 700.00	\$ 1,610.00	\$ 1,610.00	0.00%
	<i>Government Relief Funding</i>	\$ -	\$ -	\$ -	#DIV/0!
	<b>Total Meals on Wheels Revenue</b>	<b>\$12,248.00</b>	<b>\$7,850.00</b>	<b>\$7,850.00</b>	<b>0.00%</b>
<b>EXPENSES</b>					
<b>GL Code</b>	<b>Meals on Wheels Expenses</b>	<b>2023 YTD Actual</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>+/- %</b>
	<i>Advertising</i>		\$ 200.00	\$ 200.00	0.00%
5755	<i>Program Resources &amp; Materials</i>	\$ 6,627.36	\$ 5,480.00	\$ 5,480.00	0.00%
	<i>Protective Supplies</i>		\$ 200.00	\$ 200.00	0.00%
	<i>Education/Resource Materials</i>		\$ 250.00	\$ 250.00	0.00%
	<i>Volunteer Training</i>				#DIV/0!
	<i>Administrative Expenses (Audit, Ins., Etc.)</i>	\$ 2,800.00	\$ 3,000.00	\$ 3,000.00	0.00%

GL Code	ITEM DETAILS	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
	<i>Driver's Fees</i>		\$ 1,000.00	\$ 1,000.00	0.00%
	<b>Total Meals on Wheels Expenses</b>	<b>\$9,427.36</b>	<b>\$10,130.00</b>	<b>\$10,130.00</b>	<b>0.00%</b>
	<b>NET MEALS ON WHEELS SURPLUS/DEFICIT</b>	<b>\$2,820.64</b>	<b>(\$2,280.00)</b>	<b>(\$2,280.00)</b>	<b>0.00%</b>
	<b>REVENUE</b>				
GL Code	Community Wellness Revenue	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
4101	<i>Town of Bashaw FCSS Funding</i>	\$ 21,478.68			#DIV/0!
	<i>United Way of Central Alberta</i>	\$ 6,612.48	\$ 12,350.00	\$ 12,350.00	0.00%
	<i>Government of Alberta Lottery Funds</i>	\$ 11,000.00		\$ 15,000.00	#DIV/0!
	<i>Regional Wellness Partnerships</i>	\$ 3,150.00	\$ 31,000.00	\$ 31,000.00	0.00%
	<i>Government of Alberta Special Projects Funding</i>	\$ 30,000.00	\$ 97,697.00	\$ 97,697.00	0.00%
	<i>CIP Programs Grant</i>		\$ 15,000.00		-100.00%
	<i>Donations/Fundraising</i>	\$ 11,150.00	\$ 22,474.00	\$ 22,474.00	0.00%
	<i>Corporate Funders</i>		\$ 30,000.00	\$ 30,000.00	0.00%
	<b>Total Community Wellness Revenue</b>	<b>\$83,391.16</b>	<b>\$208,521.00</b>	<b>\$208,521.00</b>	<b>0.00%</b>
	<b>EXPENSES</b>				
GL Code	Community Wellness Expenses	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
5410	<i>Wages &amp; Salaries</i>	\$ 53,647.18	\$ 150,532.00	\$ 150,532.00	0.00%
	<i>Benefits (EI/CPP/WCB/Stat Pay)</i>	\$ 4,136.19	\$ 12,043.00	\$ 12,043.00	0.00%
5700	<i>Office Supplies</i>		\$ 400.00	\$ 400.00	0.00%
	<i>Advertising</i>				#DIV/0!
	<i>Program Resources and Materials</i>	\$ 2,892.91	\$ 2,500.00	\$ 2,500.00	0.00%
	<i>Facility Rent</i>		\$ 4,000.00	\$ 4,000.00	0.00%
	<i>Client Transportation</i>		\$ -	\$ -	#DIV/0!
	<i>Volunteer Honorarium</i>		\$ 2,500.00	\$ 2,500.00	0.00%
	<i>Education/Resource Materials</i>		\$ 200.00	\$ 200.00	0.00%
	<i>Staff Travel</i>		\$ 4,200.00	\$ 4,200.00	0.00%
	<i>Staff Training</i>		\$ 3,500.00	\$ 3,500.00	0.00%
	<i>Administrative Expenses (Audit, Ins., Etc.)</i>	\$ 18,629.73	\$ 50,000.00	\$ 50,000.00	0.00%
	<i>Contracted Services</i>	\$ 5,350.00	\$ 10,000.00	\$ 10,000.00	0.00%
	<b>Total Community Wellness Expenses</b>	<b>\$84,656.01</b>	<b>\$239,875.00</b>	<b>\$239,875.00</b>	<b>0.00%</b>
	<b>NET COMMUNITY WELLNESS SURPLUS/DEFICIT</b>	<b>(\$1,264.85)</b>	<b>(\$31,354.00)</b>	<b>(\$31,354.00)</b>	<b>0.00%</b>
	<b>REVENUE</b>				
GL Code	Social Programming for Youth Revenue	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
	<i>Town of Bashaw FCSS Funding</i>	\$ 5,625.00			#DIV/0!
	<i>Government Facility Funding</i>	\$ 33,897.00	\$ 33,000.00	\$ 33,987.00	2.99%
	<i>Government of Alberta - Employee Grant</i>		\$ 4,000.00	\$ 4,000.00	0.00%
	<i>Government of Alberta Grants</i>		\$ 40,000.00	\$ 20,000.00	-50.00%
	<i>Government of Canada - Summer Student</i>	\$ 14,331.00	\$ 5,184.00	\$ 14,331.00	176.45%
	<i>Donations</i>	\$ 723.75	\$ 4,000.00	\$ 4,000.00	0.00%
	<i>Fundraising</i>	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	0.00%
	<i>Corporate Sponsorship</i>		\$ 10,000.00	\$ 5,000.00	-50.00%
	<i>Casino Funds</i>				#DIV/0!
	<i>Community Partner Funding</i>	\$ 5,000.00		\$ 5,000.00	#DIV/0!
	<i>Miscellaneous Revenue</i>	\$ 2,355.00			#DIV/0!
	<i>Program Fees</i>	\$ -	\$ 1,928.00	\$ 1,928.00	0.00%
	<b>Total Revenue (non-Town)</b>	<b>\$71,931.75</b>	<b>\$108,112.00</b>	<b>\$98,246.00</b>	<b>-9.13%</b>
	<b>EXPENSES</b>				
GL Code	Social Programming for Youth Expenses	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
5410	<i>Wages &amp; Salaries</i>	\$ 27,786.02	\$ 52,224.00	\$ 52,224.00	0.00%
5420	<i>Benefits (EI/CPP/WCB/Stat Pay)</i>	\$ 1,944.24	\$ 4,178.00	\$ 4,178.00	0.00%
5610	<i>Accounting, Audit &amp; Legal</i>		\$ -		#DIV/0!
5615	<i>Advertising &amp; Promotions</i>		\$ -		#DIV/0!
5640	<i>Courier &amp; Postage</i>		\$ -		#DIV/0!
5650	<i>Photo Copies &amp; Lease Share</i>		\$ 1,200.00	\$ 1,200.00	0.00%
5685	<i>Insurance</i>		\$ 1,800.00	\$ 1,800.00	0.00%
5690	<i>Interest &amp; Bank Charges</i>		\$ 100.00	\$ 100.00	0.00%
5700	<i>Office Supplies</i>	\$ 68.82	\$ 600.00	\$ 600.00	0.00%
5755	<i>Program Resources &amp; Materials</i>	\$ 3,566.75	\$ 7,000.00	\$ 7,000.00	0.00%
5780	<i>Telephone/Fax Line</i>		\$ 3,000.00	\$ 3,000.00	0.00%
5782	<i>Workshops/Training</i>	\$ 82.75	\$ 3,000.00	\$ 3,000.00	0.00%
5785	<i>Board, Staff, Volunteers Travel Etc</i>		\$ 1,000.00	\$ 1,000.00	0.00%
	<i>Honorariums/Gifts</i>	\$ 250.00	\$ -		#DIV/0!
	<i>Facility Supplies</i>	\$ 214.12	\$ 1,800.00	\$ 1,800.00	0.00%
	<i>Equipment/Repairs/Maintenance</i>	\$ -	\$ 500.00	\$ 500.00	0.00%
	<i>Rentals/Lease</i>	\$ 35,339.00	\$ 33,250.00	\$ 33,250.00	0.00%
	<i>Contracted Personnel</i>	\$ 3,033.18	\$ 8,460.00	\$ 8,460.00	0.00%
	<b>Total Social Programming for Youth Expenses</b>	<b>\$72,284.88</b>	<b>\$118,112.00</b>	<b>\$118,112.00</b>	<b>0.00%</b>

GL Code	ITEM DETAILS	2023 YTD Actual	2023 BUDGET	2024 BUDGET	+/- %
	<b>NET SOCIAL PROGRAMMING FOR YOUTH SURPLUS/DEFICIT</b>	(\$353.13)	(\$10,000.00)	(\$19,866.00)	98.66%
	<b>TOTAL ALL REVENUE</b>	<b>\$206,520.65</b>	<b>\$406,542.00</b>	<b>\$391,676.00</b>	<b>-3.66%</b>
	<b>TOTAL ALL EXPENSES</b>	<b>\$202,775.37</b>	<b>\$470,041.00</b>	<b>\$470,041.00</b>	<b>0.00%</b>
	<b>AMOUNT TO BE FUNDED BY TOWN</b>	<b>\$2,745.28</b>	(\$63,499.00)	(\$78,365.00)	23.41%
	<p><b>Anticipated cash/savings in society account as of December 31, 2023</b> <span style="float: right; border: 1px solid black; padding: 2px;">\$53,000</span></p> <p><b>What are your plans for these funds?</b> We have grown 3 times in size these past 3 years. We will maintain these funds in reserves, to support future sustainability.</p>				



## Town of Bashaw Library Board

### Operating Budget

### Actual

For the Year Ending December 31:

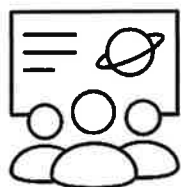
	2024	2023	2022
<b>Revenue / Income</b>			
<b>Grant Funding</b>			
County of Camrose	8,895.00	8,895.00	8,895.53
Parkland Library	8,484.00	7,875.00	7,875.45
Provincial Funds	13,648.00	8,500.00	8,503.00
Town of Bashaw	8,500.00	8,500.00	8,500.00
<i>Grant Funding</i>	39,527.00	33,770.00	33,773.98
<b>Membership</b>			
Fees	}	}	661.00
Fines	1,000.00	1,000.00	121.14
Photocopies	}	}	94.80
<i>Membership</i>	1,000.00	1,000.00	876.94
<b>Other Revenue</b>			
Bank Interest	200.00		201.49
Donations & Fundraising	4,800.00	3,830.00	4,207.15
<i>Other Revenue</i>	5,000.00	3,830.00	4,408.64
<b>Total Revenue</b>	<b>\$ 45,527.00</b>	<b>\$ 38,600.00</b>	<b>\$ 39,059.56</b>



<b>Expenses</b>	<b>2024 Budget</b>	<b>2023 Budget</b>	<b>2022 Actual</b>
<b>Administration</b>			
Insurance	2,600.00	2,300.00	2,409.19
Rent	2,600.00	2,400.00	2,400.00
Supplies	} 2,000.00	} 1,500.00	143.57
Telephone			558.00
Advertising and Promotion			544.12
Memberships			57.75
Postage			48.30
Other (Incl. \$4800 Furn. & Window Covering)	5,000.00		18.00
<i>Administration</i>	<b>12,200.00</b>	<b>6,200.00</b>	<b>6,178.93</b>
<b>Program Delivery</b>			
Books, Videos, Magazines, etc	} 1,827.00	} 1,400.00	188.01
Fines			60.40
Other			500.00
Non-print Materials			1,206.25
<i>Program Delivery</i>	<b>1,827.00</b>	<b>1,400.00</b>	<b>1,954.66</b>
<b>Staff Development</b>			
Mileage			172.80
<i>Staff Development</i>	-	-	172.80
<b>Payroll/Contracted Workers</b>			
ER Payroll Deductions Expenses	} 30,000.00	} 31,000.00	1,680.97
Manager Wages			19,864.23
Library Assistant Wages			6,424.13
Bookkeeping Contract			600.00
Custodial Contract			1,500.00
<i>Payroll/Contracted Workers</i>	<b>31,500.00</b>	<b>31,000.00</b>	<b>30,569.33</b>
<b>Total Expenses</b>	<b>\$ 45,527.00</b>	<b>\$ 38,600.00</b>	<b>\$ 38,875.72</b>
<b>Net Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 183.84</b>

## From January 1st to Nov. 1st 2023...

**Bashaw Municipal Library** checked out **8,179** items to residents of **Bashaw and area**. We also lent out **3,474** items to other libraries and borrowed **5,187**.



**1721** people attended **12** different public programs presented by the library with over **395** sessions, partnered with **8** other organizations, such as Red Deer Poly Tech. The library provided **92** sessions of early literacy

The Digital Literacy Project has helped **15** clients (28 signed up) since July. There are 6-7 weekly volunteers. "It gives me a purpose" said one senior patron. Our own Board trustees also put in many volunteer hours to keep this library vibrant.

The library's wifi hot spot was used over **9,954** times. It's common for someone to be outside using it. Library visitors also use the library's computers over

**60** times a month to go online, research, create & print documents. We say that resumes printed here are lucky! Our Seed lending library provided free seeds. One young entrepreneur proudly shared photos of her plants with us.



**Did you know? ....**For the 5th year in a row Bashaw won the **Read for 15 Challenge**.

That the library was open for **158** days from January to Nov. 1st. (Late night Wed. is popular).

The Library was visited **6,137** times in person. An average of **614** visitors per month.

Another free Income Tax clinic had **22** grateful users.

Library cards are **\$5.00** for adults and **less** for kids. **58%** of the **433 Memberships** are from the Town of Bashaw. **36%** are from Camrose County. **295** Adults have an active card.

A library card gives you **free 24/7 access** to eBooks, eAudio, digital newspapers, magazines and equipment. This includes 3 WiFi Smart hubs and snowshoes!

Bashaw Meadows' residents continue to receive Large print books and puzzles delivered

The Bashaw Municipal Library

Essential to Bashaw's Quality of life.

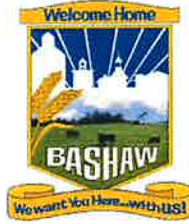
Find out more on our new website: <http://bashawlibrary.prl.ab.ca/>

Facebook: **Bashaw Municipal Library**

Open: Tues. 11-5pm Wed. 1:30-6pm Thurs. 10-5pm Fri. 10-4:30pm

Proud member of





**REGULAR MEETING OF COUNCIL  
MINUTES**

**Wednesday, November 1, 2023 @ 6:00 pm.**

**Blended Meeting: Council Chambers & Zoom Electronic Conference**

**In Person:** Mayor McDonald (5:50 pm), CAO Fuller (5:45 pm), Deputy Mayor Orom (5:50 pm), Councillor McIntosh (5:50 pm), Councillor Gust (5:50 pm), Councillor Northey (5:52 pm), Public Works Foreman Taylor (5:50 pm)

**Absent with notice:** none

**Public Zoom:** none

**Recording Secretary:** Chris Morrison (5:50 pm)

**Press by zoom:** none

**Public:** None

1. CALL TO ORDER by Mayor McDonald at 6:03 pm.
2. ADOPTION OF AGENDA

**MOVED** by Councillor Northey to approve the November 1, 2023, Regular Meeting of Council Agenda with additions of; 7.5 Bill C310 to New and Unfinished Business by Councillor McIntosh, 7.6 Provincial Prosecutor Chris Noble Request for Support by CAO Fuller to New and Unfinished Business, and 10.3 Legal Council and Community Events FOIP Section 27 to Closed Meeting of Council by Councillor McIntosh.

**MOTION #201-2023**

**CARRIED**

3. PUBLIC HEARINGS - none
4. DELEGATIONS - none
5. APPROVAL OF MINUTES
  - 5.1 Minutes of October 18, 2023, Organizational Meeting of Council

**MOVED** by Councillor McIntosh to approve the minutes of the October 18, 2023, Organizational Meeting of Council.

**MOTION #202-2023**

**CARRIED**

- 5.2 Minutes of October 18, 2023, Regular Meeting of Council

**MOVED** by Councillor Northey to approve the minutes of the October 18, 2023, Regular Meeting of Council.

**MOTION #203-2023**

**CARRIED**

6. CONSENT AGENDA
  - 6.1 Council Committee Report

7. NEW & UNFINISHED BUSINESS

7.1 Appoint Gitzel & Company as Auditor for the Town of Bashaw

**MOVED** by Councillor Gust to appoint Gitzel & Company Chartered Professional Accountants as the Auditor for the Town of Bashaw for the five years commencing with the fiscal year ending December 31, 2023, with the final fiscal year ending December 31, 2027.

**MOTION #204-2023**

CARRIED

7.2 Enviro Trace Leak Detection Report

The report was discussed. Administration and public works had funds for a follow up investigation specific to the problem areas.

**MOVED** by Councillor McIntosh moved to accept the written report provided by Enviro Trace Ltd.; which outlines areas that could be the sources of leaks within the Town of Bashaw Water distribution system; as information.

**MOTION #205-2023**

CARRIED

7.3 Utility Billing Frequency Change

**MOVED** by Deputy Mayor Orom to approve first reading of Bylaw 824 – 2023 to Amend the Master Rates & Schedules bylaw to change billing frequency from Bi-Monthly to Monthly and the details to support that process.

**MOTION #206-2023**

CARRIED

Public Works Foreman Taylor left the meeting at 6:36 pm.

7.4 Council & Staff Hosting - Hot Dogs & Hot Chocolate at the Arena

Council discussed and supported the Town of Bashaw hosting public skating, hotdogs, and hot chocolate at the arena. Administration to notify public and council of the date and time for the event.

7.5 Bill C310 – Councillor McIntosh provided correspondence and council discussed methods of support.

**MOVED** by Councillor Gust to direct administration to send a letter of support for Bill C310 to Member of Parliament, Damien Kurik, from the Town of Bashaw Council.

**MOTION #207-2023**

CARRIED

7.6 Provincial Prosecutor Chris Noble request of Support

**MOVED** by Councillor Northey to direct administration to send a letter of support for Bashaw Town Council to Provincial Prosecutor Chris Noble regarding a regular scheduled Stettler Traffic Court Date.

**MOTION #208-2023**

CARRIED

8. COMMITTEE REPORTS – none

9. CORRESPONDENCE ITEMS – none

**MOVED** by Councillor McIntosh to move into Closed Meeting of Council for 10.1 Personnel – CAO Performance Appraisal – FOIP Section 19, 10.2 Personnel – Volunteer – FOIP Section 19, and 10.3 Legal Council – Community Events at 6:50 pm.

**MOTION #209-2023**

Secretary Morrison left the meeting at 6:51pm.

10. CLOSED MEETING OF COUNCIL

10.1 Personnel – CAO Performance Appraisal – FOIP Section 19

10.2 Personnel – Volunteer – FOIP Section 19

10.3 Legal Council – Community Events - FOIP Section 27

**MOVED** by Councillor McIntosh to move out of closed meeting of council at 7:28 pm.

**MOTION #210-2023**

CARRIED

11. NEXT MEETING OF COUNCIL – Meeting dates November 15, 2023, and December 18, 2023, at 6:00pm.

12. ADJOURNMENT – Councillor Gust at 7:44 pm.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023  
LAST YR ACT... @ MONTH  
TRANSACTION...

ACCOUNT	DESCRIPTION		@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
<b>REVENUES</b>						
<b>TAXES</b>						
1-00-00-110-00	Residential	(586,835.98)	(602,116.66)	(602,213.65)	(96.99)	100%
1-00-00-110-01	Non-Residential	(168,872.65)	(172,534.11)	(172,534.66)	(0.55)	100%
1-00-00-110-03	Machinery and Equipment	(19,121.83)	(19,118.94)	(19,119.00)	(0.06)	100%
1-00-00-110-04	Linear	(21,837.31)	(23,323.70)	(23,323.76)	(0.06)	100%
1-00-00-110-05	Railway	(1,739.66)	(1,885.00)	(1,885.01)	(0.01)	100%
1-00-00-110-06	Farmland	(138.16)	(139.17)	(139.17)	(0.02)	0%
1-00-00-110-07	Adjustments to Property Taxes			(1,610.00)	3.44	100%
1-00-00-110-08	Camrose & District Lodge Authority	(829.05)	(1,613.44)	(1,613.44)		100%
1-00-00-110-09	Alberta School Foundation - ASFF	(234,391.33)	(225,987.78)	(226,016.34)	(28.56)	100%
1-00-00-110-10	Designated Industrial Properties (DIP)	(160.06)	(176.71)	(176.72)	(0.01)	100%
1-00-01-110-00	Residential Grants in Lieu	(2,279.74)	(2,327.30)	(2,327.29)	0.01	100%
1-00-01-110-01	Non-Residential Grants in Lieu	(17,582.58)	(18,290.90)	(18,290.96)	(0.06)	100%
		(1,053,788.35)	(1,067,513.71)	(1,067,636.58)	(122.87)	100%
<b>OTHER REVENUE FROM OWN SOURCES</b>						
1-00-00-510-00	Penalties and Costs on Taxes	(28,370.90)	(42,539.39)	(30,000.00)	12,539.39	142%
1-00-00-530-00	Fines Issued	(2,606.00)	(63.00)	(2,734.00)	534.00	124%
1-00-00-540-00	Franchise Fees	(74,615.17)	(3,716.29)	(45,973.41)	(20,347.59)	69%
1-00-00-550-00	Return on Investments	(33,438.04)	(9,120.31)	(69,828.98)	44,828.98	279%
1-00-00-590-00	Other Revenue from Own Sources - GST Int		(45.00)	(25,000.00)	45.00	0%
		(139,030.11)	(12,899.60)	(161,120.78)	37,599.78	130%
<b>NON FUNCTIONAL REVENUE</b>						
<b>CONDITIONAL GRANTS</b>						
1-00-00-840-00	Provincial Conditional Grant	(93,891.00)	(290,659.00)	(118,190.00)	172,469.00	246%
		(93,891.00)	(290,659.00)	(118,190.00)	172,469.00	246%
<b>UNCONDITIONAL GRANTS</b>						
<b>TOTAL GENERAL MUNICIPAL</b>						
		(1,286,709.46)	(12,899.60)	(1,519,293.49)	209,945.91	116%
<b>GENERAL ADMINISTRATIVE REVENUES</b>						
1-12-00-410-00	General Services and Supplies Revenues	(2,944.20)	(138.14)	(2,374.70)	(2,500.00)	95%
1-12-00-520-00	Licenses and Permits	(150.00)		(1,899.50)	1,699.50	950%
1-12-00-560-00	Rentals and Lease Revenue	(19,433.78)	(2.06)	(18,412.80)	(1,087.20)	94%
1-12-00-590-00	Other Revenue	(3,550.76)	(50.00)	(2,803.27)	(3,000.00)	93%
		(26,078.74)	(190.20)	(25,490.27)	290.27	101%
<b>FIRE FIGHTING &amp; PREVENTIVE SERVICES</b>						
1-23-00-400-00	County Fire Fighting Responses	(13,712.66)	(710.55)	(18,277.36)	(13,500.00)	135%
1-23-00-400-01	Motor Vehicle Responses	(17,682.88)		(700.00)	(2,400.00)	29%
1-23-00-400-04	Fire Expenses Recovered <i>Fire Truck Repair County</i>	(3,513.15)		(66,716.74)	(3,500.00)	1906%
1-23-00-560-00	In Town Fire Revenue	89.89		(8,465.98)	(1,000.00)	847%
1-23-00-590-00	Other Revenue - Gifts/Donations	(2,944.00)		(3,000.00)	3,000.00	0%
1-23-00-850-00	Annual County Shared Service Funding	(26,028.83)		(26,231.99)	(26,231.99)	100%
1-23-00-850-01	Annual Training Shared Service Funding	(1,000.00)		(1,000.00)	(1,000.00)	100%
1-23-00-850-02	Annual Pager Maintenance Shared Service Funding	(500.00)		(500.00)	(500.00)	100%
1-23-00-850-03	Annual Firefighter Shared Service Funding	(1,680.90)		(1,751.28)	(1,680.00)	71.28
1-23-00-850-04	Annual Personal Protective Eqpt. Shared Service	(1,905.48)		(3,200.00)	(3,200.00)	0%
1-23-00-850-06	Annual County Funding Emergency Dispatch	(5,830.14)		(5,831.00)	(0.86)	100%
1-23-00-860-00	Grants From Private Organizations <i>Arvin extraction Grant</i>		(15,000.00)	(15,000.00)	15,000.00	0%
		(74,708.35)	(15,710.55)	(147,473.49)	58,842.99	251%
<b>DISASTER SERVICES &amp; EMERGENCY MEASURES</b>						
<b>AMBULANCE SERVICES</b>						
<b>BYLAW SERVICES</b>						
1-26-00-520-00	Building Permit Fees	(1,179.87)	(168.52)	(1,220.78)	(1,200.00)	20.78
1-26-00-525-00	Animal Licenses & Fines	(3,522.50)		(3,231.83)	(3,051.97)	179.86
		(4,702.37)	(168.52)	(4,452.61)	(4,251.97)	200.64
<b>SHOP</b>						
1-31-00-840-00	Provincial Conditional Grant	(5,759.00)				0%
		(5,759.00)				0%
<b>ROADS, STREETS, WALKS, LIGHTING</b>						
1-32-00-560-00	Equipment Rental	(2,769.04)		(820.00)	(1,000.00)	(180.00)
1-32-00-590-00	Other Revenues	(1,395.93)		(10,438.88)	(1,000.00)	9,438.88
1-32-00-780-00	GAIN/LOSS ON TCA	6,895.76				0%
1-32-00-840-00	Provincial Conditional Grants	(14,000.00)				0%
		(11,269.21)		(11,258.88)	(2,000.00)	9,258.88
<b>AIRPORT</b>						

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
1-33-00-560-00	Hay Revenue - Airport	(1,360.59)		(1,360.59)	(1,360.59)		100%
1-33-00-561-00	Airport Hangar Lease	(800.00)		(800.00)	(800.00)		100%
		(2,160.59)		(2,160.59)	(2,160.59)		100%
WATER SUPPLY & DISTRIBUTION							
1-41-00-410-00	Sale of Water (Bills)	(413,389.95)	(66,466.29)	(343,312.57)	(458,103.00)	(114,790.43)	75%
1-41-00-411-00	Sale of Water (Bulk)	(6,413.95)	(545.75)	(10,203.00)	(6,300.00)	3,903.00	162%
1-41-00-590-00	Other Revenue	(7,003.21)		(685.00)	(1,000.00)	(315.00)	69%
1-41-00-300-00	Water Inspections	(1,367.52)					0%
1-41-00-830-00	Federal Conditional Grant	(13,314.00)					0%
1-41-00-840-00	Provincial Conditional Grants	(87,582.00)					0%
		(529,070.63)	(67,012.04)	(354,200.57)	(465,403.00)	(111,202.43)	76%
SANITARY SEWAGE SERVICES & TREATMENT							
1-42-00-239-00	Septic Receiving Station - NO GST	(10,917.13)	(1,227.30)	(9,704.27)	(10,900.00)	(1,195.73)	89%
1-42-00-410-00	Sewage Services Fees and Charges	(104,396.09)	(17,184.41)	(86,142.15)	(104,400.00)	(18,257.85)	83%
1-42-00-590-00	Other Sewer Revenue	(1,205.00)		(167.62)	(1,100.00)	(932.38)	15%
1-42-00-590-01	Flusher Truck	(3,052.34)					0%
1-42-00-840-00	Provincial Conditional Grant	(31,727.00)					0%
		(151,297.56)	(18,411.71)	(96,014.04)	(116,400.00)	(20,385.96)	82%
GARBAGE COLLECTION & DISPOSAL							
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	(75,459.75)	(11,600.25)	(60,785.25)	(75,600.00)	(14,814.75)	80%
		(75,459.75)	(11,600.25)	(60,785.25)	(75,600.00)	(14,814.75)	80%
RECYCLING REVENUE							
1-44-00-410-00	Recycling Revenue			(1,000.00)	(1,000.00)		100%
				(1,000.00)	(1,000.00)		100%
UTILITY PENALTIES							
1-45-00-510-00	Utility Penalty	(12,329.13)	(2,291.44)	(9,397.67)	(12,000.00)	(2,602.33)	78%
		(12,329.13)	(2,291.44)	(9,397.67)	(12,000.00)	(2,602.33)	78%
FAMILY & COMMUNITY SUPPORT SERVICES							
1-51-00-840-01	F.C.S.S. Provincial Conditional Grant	(24,554.00)	(6,552.85)	(25,382.70)	(24,554.00)	828.70	103%
1-51-00-850-01	F.C.S.S. Camrose County Requisition	(27,756.89)		(28,144.12)	(28,144.12)		100%
		(52,310.89)	(6,552.85)	(53,526.82)	(52,698.12)	828.70	102%
CEMETERIES & CREMATORIUMS							
1-56-00-410-00	Cemetery Revenue	(5,727.67)	(819.00)	(3,863.65)	(3,500.00)	363.65	110%
		(5,727.67)	(819.00)	(3,863.65)	(3,500.00)	363.65	110%
MUNICIPAL PLANNING, ZONING & DEVELOPMENT							
1-61-00-520-00	Development Permits	(1,765.00)	(95.00)	(1,840.00)	(1,800.00)	40.00	102%
		(1,765.00)	(95.00)	(1,840.00)	(1,800.00)	40.00	102%
TOURISM							
1-62-00-410-00	Sale of Promotional Items	(14.27)		(18.10)		18.10	0%
		(14.27)		(18.10)		18.10	0%
SUBDIVISION LAND & DEVELOPMENT							
1-66-00-464-00	Sales of Land			(14,012.47)		14,012.47	0%
				(14,012.47)		14,012.47	0%
RENTAL BUILDINGS							
1-69-00-560-01	Office Rent	(5,209.05)	(379.00)	(5,801.62)	(7,734.00)	(1,932.38)	75%
		(5,209.05)	(379.00)	(5,801.62)	(7,734.00)	(1,932.38)	75%
RECREATION FACILITIES & PROGRAMS							
1-71-00-410-12	Ball Diamond Revenue	(1,271.43)		(1,875.27)	(1,270.00)	605.27	148%
1-71-00-410-20	Skate Sharpening Revenue	(285.60)	(47.62)	(119.02)	(300.00)	(180.98)	40%
1-71-00-410-21	Ice Revenue - Minor Hockey	(41,507.11)		(22,585.71)	(41,510.00)	(18,924.29)	54%
1-71-00-410-22	Ice Revenue - Figure Skating	(7,285.71)		(3,450.00)	(7,300.00)	(3,850.00)	47%
1-71-00-410-23	Ice Revenue - Senior Hockey	(2,933.31)		(2,933.32)	(3,000.00)	(66.68)	98%
1-71-00-410-26	Arena - Summer Recreation Revenue	(300.00)		(228.57)		228.57	0%

*Tax Reimbursement - Public Auction*

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023  
LAST YR ACT... @ MONTH  
TRANSACTION...

ACCOUNT	DESCRIPTION		@ YR	@ YR	AMOUNT	PERCENT	
			YTD	BUDGET	LEFT	USED	
1-71-00-410-27	Ice rental - FUN HOCKEY	(2,271.43)	(900.00)	(2,300.00)	(1,400.00)	39%	
1-71-00-590-20	Other Revenues	(3,261.90)	(1,291.90)	(3,000.00)	(1,708.10)	43%	
1-71-00-850-00	Conditional Grants from Other Local Govt	(30,000.00)	(45,278.17)	(33,000.00)	12,278.17	137%	
1-71-01-410-21	Minor Hockey - Visitors	(714.28)	(690.46)	(700.00)	(9.54)	99%	
1-71-00-410-24	Ice Revenue - Private Rentals	(192.86)		(200.00)	(200.00)	0%	
1-71-00-560-01	Building Space Rent	(19.05)				0%	
1-71-00-840-00	Provincial Conditional Grant	(40,839.00)				0%	
1-71-00-410-25	Ice Revenue - Other			(100.00)	(100.00)	0%	
		(130,881.68)	(47.62)	(79,352.42)	(92,680.00)	(13,327.58)	86%
<b>PARKS</b>							
1-72-00-400-00	Parks Revenue	(4,742.17)	(85.72)	(6,709.26)	(4,700.00)	2,009.26	143%
1-72-00-860-00	Grants - Other Organizations			(200.00)		200.00	0%
		(4,742.17)	(85.72)	(6,909.26)	(4,700.00)	2,209.26	147%
<b>COMMUNITY CENTRE</b>							
<b>MUSEUM</b>							
1-74-10-590-01	Museum Donations	(4,000.00)					0%
		(4,000.00)					0%
<b>ANNIVERSARY/CENTENNIAL REVENUE</b>							
<b>OPERATING CONTINGENCIES RESERVES</b>							
	<b>TOTAL MUNICIPAL &amp; ADMINISTRATIVE REVENUE</b>	<b>(2,384,195.52)</b>	<b>(136,263.50)</b>	<b>(2,396,851.20)</b>	<b>(2,235,318.25)</b>	<b>161,532.95</b>	<b>107%</b>

**EXPENSES**  
**COUNCIL & OTHER LEGISLATIVE**

2-11-00-130-40	Canada Pension Plan - Councillors	1,148.70		600.43	1,150.00	549.57	52%
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	811.35	49.95	689.55	820.00	130.45	84%
2-11-00-151-00	Meeting Fees - Council	22,142.86		11,071.43	22,300.00	11,228.57	50%
2-11-00-211-00	Travel, Subsistence & Course Fees - Council			150.00		(150.00)	0%
2-11-00-510-00	Council Supplies	484.50		199.82	500.00	300.18	40%
2-11-00-770-00	Community Contributions	6,927.84	870.00	6,305.99	7,290.00	984.01	87%
		31,515.25	919.95	19,017.22	32,060.00	13,042.78	59%

**GENERAL ADMINISTRATION & OTHER**

2-12-00-110-00	Salaries - Office Staff	173,931.86	14,771.35	152,349.61	180,481.60	28,131.99	84%
2-12-00-130-40	Employer Cost CPP	9,426.86	490.16	9,306.27	10,730.99	1,424.72	87%
2-12-00-130-41	Employer Cost Employment Insurance	3,754.13	174.25	3,135.31	3,608.55	473.24	87%
2-12-00-130-43	Employer Cost LAPP	10,832.98	1,566.62	13,046.57	16,471.18	3,424.61	79%
2-12-00-130-44	Employer Cost - AMSC	7,694.68	1,069.68	8,994.07	11,405.56	2,411.49	79%
2-12-00-130-45	Workers Compensation	4,443.97		3,671.06	3,753.47	82.41	98%
2-12-00-130-46	R.R.S.P. Contribution				1,230.32	1,230.32	0%
2-12-00-140-00	Administrative Course Fees	639.00		655.00	2,000.00	1,345.00	33%
2-12-00-211-00	Travel & Subsistence	1,138.04	88.60	137.00	1,500.00	1,363.00	9%
2-12-00-215-00	Freight, Postage, Phone & Land Titles	5,211.91	(77.96)	6,036.59	5,300.00	(736.59)	114%
2-12-00-220-00	Advertising, Printing, Subscriptions	999.14		570.83	1,000.00	429.17	57%
2-12-00-225-00	Municipal Memberships	2,621.40		2,953.05	3,088.00	134.95	96%
2-12-00-230-00	Professional & Consulting Services	68,491.67	577.00	42,538.63	63,268.12	20,729.49	67%
2-12-00-230-20	Professional Fees - Audit	17,265.30			19,000.00	19,000.00	0%
2-12-00-230-21	Engineering		185.76	1,553.04		(1,553.04)	0%
2-12-00-230-22	Legal	5,719.07		2,521.10	12,000.00	9,478.90	21%
2-12-00-250-00	Repairs & Maintenance	8,191.90		13,777.50	19,000.00	5,222.50	73%
2-12-00-274-00	Insurance	23,531.65		27,252.62	27,448.09	195.47	99%
2-12-00-510-00	General Office Supplies	4,316.79	43.15	10,263.25	12,210.50	1,947.25	84%
2-12-00-540-50	General Administration Power	2,182.62	162.82	1,382.32	2,600.00	1,217.68	53%
2-12-00-540-51	General Administration Natural Gas	2,016.17	108.16	1,236.64	2,100.00	863.36	59%
2-12-00-810-00	Bank Charges	604.47	48.54	524.16	600.00	75.84	87%
2-12-00-910-00	Tax Adjustments	12,384.79		9,625.93	9,625.93		100%
2-12-00-990-00	Miscellaneous	200.00		75.00	200.00	125.00	38%
2-12-00-990-01	Penny	(0.01)	0.01	0.04	0.50	0.46	8%
		365,398.39	19,208.14	311,605.59	408,622.81	97,017.22	76%

**FIRE FIGHTING & PREVENTIVE SERVICES**

2-23-00-110-00	Administration	5,501.84	422.78	4,386.92	7,253.54	2,866.62	60%
2-23-00-130-00	Employer Contribution - A.M.E. & Seaboard	3,254.25	190.26	2,768.70	3,300.00	531.30	84%
2-23-00-159-00	Deputy Fire Chief Fees	2,100.00	175.00	1,750.00	2,100.00	350.00	83%
2-23-00-159-01	Fire Chief Honorarium	3,000.00	250.00	2,500.00	3,000.00	500.00	83%
2-23-00-159-02	Firefighter Honorarium	36,850.00		(320.00)	37,000.00	37,320.00	-1%
2-23-00-159-03	Regional Fire Service Coordinator	1,543.80					0%
2-23-00-211-00	Travel & Subsistence			289.34	1,000.00	710.66	29%
2-23-00-215-00	Telephone	5,078.97	451.97	4,035.20	5,100.00	1,064.80	79%
2-23-00-215-01	Pager Repair & Maintenance	400.68		400.68	410.00	9.32	98%
2-23-00-216-00	Freight & Postage	222.03	50.00	109.94	250.00	140.06	44%
2-23-00-217-00	Dispatch	7,773.50		7,773.50	7,800.00	26.50	100%
2-23-00-220-00	Office Printing Advertising	139.33		99.99	150.00	50.01	67%
2-23-00-239-00	Fire - Mutual Aid			1,278.50	1,000.00	(278.50)	128%
2-23-00-250-00	Fire Hail Maintenance	2,267.25	2,448.75	4,394.59	4,300.00	(94.59)	102%
2-23-00-274-00	Building Insurance	1,907.50		1,963.58	1,983.58		100%
2-23-00-274-01	Vehicle & Mobile Equipment Insurance	1,812.95		1,861.21	1,861.21		100%
2-23-00-510-00	General Supplies	4,897.96	11.96	3,358.21	4,800.00	1,441.79	70%

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
2-23-00-510-01	Fire Hall Supplies			245.78		(245.78)	0%
2-23-00-521-03	Town Fire Truck (1992) Volvo Repairs & Maint	157.55		3,345.38	2,300.00	(1,045.38)	145%
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)	113.42	74.86	212.50	150.00	(62.50)	142%
2-23-00-521-50	Fuel County Fire Vehicles & Equipment	2,274.48	286.25	3,230.06	2,300.00	(930.06)	140%
2-23-00-522-01	County IHC Fire Truck Unit FT024 - Repairs&Maint	2,085.01		66,425.07		(66,425.07)	0%
2-23-00-522-02	County Dodge Rescue Van - FT033 Rep & Maint	133.24					0%
2-23-00-522-03	County Water Unit FT017 96 Mack - Rep & Maint	1,294.90					0%
2-23-00-523-00	Personal Protective Equipment Repairs & Maintenan	16,530.14	8,701.50	12,541.74	16,100.00	3,558.26	78%
2-23-00-540-32	Training	1,412.50		192.50	2,000.00	1,807.50	10%
2-23-00-540-50	Fire Protection Power Fire Hall	1,859.33	225.91	1,308.35	2,100.00	791.65	62%
2-23-00-540-51	Fire Protection Natural Gas Fire Hall	3,058.99	162.98	2,681.75	3,200.00	518.25	84%
		107,669.62	13,452.22	126,833.49	109,438.33	(17,395.16)	116%

**DISASTER SERVICES & EMERGENCY MEASURES**

2-24-00-215-00	Freight, Postage, Phone EOC Centre	10.17		9.65	50.00	40.35	19%
2-24-00-540-00	Disaster Services & Training	114.19					0%
		124.36		9.65	50.00	40.35	19%

**AMBULANCE**

**BYLAW SERVICE**

2-26-00-110-00	Bylaw Enforcement Salaries	3,633.75	380.00	3,040.00	3,650.00	610.00	83%
2-26-00-230-00	Cat and Dog Control Fees	2,643.23	197.00	2,061.88	2,650.00	588.12	78%
2-26-00-230-01	Policing Requisition Expense	27,934.50		7,331.25	42,829.25	35,498.00	17%
2-26-00-250-00	Building Inspector	125.00			250.00	250.00	0%
		34,336.48	577.00	12,433.13	49,379.25	36,946.12	25%

**SHOP**

2-31-00-110-00	Salaries	15,685.51	2,216.39	20,262.67	6,007.25	(14,255.42)	337%
2-31-00-110-01	Salaries PW Administration Common Service	9,705.33	522.02	8,697.63	10,634.83	1,937.20	82%
2-31-00-130-40	Employer Cost CPP & Benefits	11,155.41	595.46	9,094.30	11,211.31	2,117.01	81%
2-31-00-130-41	Employer Cost Employment Insurance	4,268.02	160.00	3,249.39	3,817.46	568.07	85%
2-31-00-130-43	Employer Cost LAPP	15,766.92	1,033.30	13,444.25	17,438.35	3,994.10	77%
2-31-00-130-44	Employer Cost - AMSC	15,337.70	1,164.63	11,431.39	12,169.07	737.68	94%
2-31-00-130-45	Workers Compensation Board	4,443.97		3,671.09	3,827.74	156.65	96%
2-31-00-190-00	Safety Equipment and Clothing	3,633.94		3,317.03	5,147.00	1,829.97	64%
2-31-00-215-00	Freight, Postage & Phone	2,989.39	242.19	2,891.15	3,151.00	259.85	92%
2-31-00-250-00	Repairs and Maintenance	9,506.00	52.22	1,655.39	2,500.00	844.61	66%
2-31-00-274-00	Insurance	1,946.82		1,997.74	1,997.74		100%
2-31-00-510-00	General Supplies	3,882.64		2,294.09	3,600.00	1,305.91	64%
2-31-00-510-63	Shop Tools	2,761.40		1,325.60	1,000.00	(325.60)	133%
2-31-00-531-00	Gas and Oil	66.90	101.16	151.65	150.00	(1.65)	101%
2-31-00-540-50	Public Works Power - Shop	2,168.41	173.66	1,725.94	2,500.00	774.06	69%
2-31-00-540-51	Public Works Natural Gas - Shop	5,470.27	167.99	2,922.61	5,600.00	2,677.39	52%
		108,788.63	6,429.02	88,131.92	90,751.75	2,619.83	97%

**ROADS, STREETS, WALKS, LIGHTING**

2-32-00-110-00	Salaries & Wages	72,643.30	5,049.46	44,532.83	63,554.95	19,022.12	70%
2-32-00-110-64	Flusher Truck Man Hours	223.50		612.37	645.84	33.47	95%
2-32-00-140-00	Public Works Course Fees - Streets	405.00	2,757.00	3,436.00	3,000.00	(436.00)	115%
2-32-00-211-00	Streets - Travel & Subsistence			242.02		(242.02)	0%
2-32-00-215-00	Freight, Postage, Phone	325.02	146.85	920.57	350.00	(570.57)	263%
2-32-00-274-00	Insurance	5,675.56		6,626.59	6,626.59		100%
2-32-00-510-00	General Goods & Services	5,492.21		7,849.46	16,500.00	8,650.54	48%
2-32-00-520-00	Equipment, Machines, Parts & Supplies	89.45					0%
2-32-00-520-41	Mobile 401 - IHC 4300	1,165.00		763.19	1,200.00	436.81	64%
2-32-00-520-42	Mobile 402 - 2012 Ford Supercab	149.97		352.69	200.00	(152.69)	176%
2-32-00-520-43	Mobile 403 - FORD 550 SD	1,394.34		2,634.47	500.00	(2,134.47)	527%
2-32-00-520-44	Mobile 404 - Sander	786.85		19.56	700.00	680.44	3%
2-32-00-520-45	Mobile 405 - Sweeper	566.67		1,751.14	600.00	(1,151.14)	292%
2-32-00-520-46	Mobile 406 - John Deere TC44H Wheel Loader	2,208.26		161.49	2,000.00	1,838.51	8%
2-32-00-520-47	Mobile 407 - J.D. 570 A Grader	4,608.54		885.97	3,000.00	2,114.03	30%
2-32-00-520-48	Mobile 408 - Kubota M60	203.77		1,427.48	800.00	(627.48)	178%
2-32-00-520-49	Mobile 409 - Ford Sicklemower	77.25			100.00	100.00	0%
2-32-00-520-51	Lawn Mowers	1,535.98			1,000.00	1,000.00	0%
2-32-00-520-52	Water Pumps				50.00	50.00	0%
2-32-00-520-53	Wacker Packer	314.71					0%
2-32-00-520-54	Chain Saw	783.87		17.18	200.00	182.82	9%
2-32-00-520-55	Mobile 410 - Ford Tandem	7,949.37		10,722.27	4,000.00	(6,722.27)	268%
2-32-00-520-56	Mobile 411 - Kubota B 7610 Tractor	3,571.92		420.18	1,000.00	579.82	42%
2-32-00-520-57	Mobile 412 - 2018 Kubota ZD1211 Mower	448.27		1,647.77	1,000.00	(647.77)	165%
2-32-00-520-58	Mobile 413 - Steamer	199.07		1,350.58	500.00	(850.58)	270%
2-32-00-520-60	Mobile 415 - Generator	220.00		486.81	150.00	(336.81)	325%
2-32-00-520-61	Mobile 416 - John Deere E12 Flex Wing				500.00	500.00	0%
2-32-00-520-62	Mobile 417 - 2003 GMC 4 X 4	3,505.21		1,108.04	2,000.00	891.96	55%
2-32-00-520-63	Mobile 419 - 2007 Kubota Mower	1,060.03		1,011.48	200.00	(811.48)	506%
2-32-00-520-64	Mobile 420 - Flusher Truck	1,051.95		4,603.79		(4,603.79)	0%
2-32-00-520-65	Mobile 421 - Baldor Generator	324.15			400.00	400.00	0%
2-32-00-520-66	Mobile 426 Bobcat A770	174.74		107.46	1,000.00	892.54	11%
2-32-00-521-41	Fuel - Mobile 401 IHC 4300	1,011.45		675.79	1,000.00	324.21	68%
2-32-00-521-42	Fuel Mobile 402 2012 Ford Supercab 1/2 Ton	3,379.30	102.69	2,301.54	3,400.00	1,098.46	68%

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023

ACCOUNT	DESCRIPTION	LAST YR ACT...		@ MONTH		@ YR	@ YR	AMOUNT	PERCENT
			TRANSACTIO...	YTD	BUDGET	LEFT	USED		
2-32-00-521-43	Fuel - Mobile 403 Chev C65 Gravel Truck	3,250.77	622.21	2,080.20	3,200.00	1,119.80	65%		
2-32-00-521-45	Fuel - Mobile 405 Sweeper	1,821.46		1,270.94	2,000.00	729.06	64%		
2-32-00-521-46	Fuel - Mobile 406 John Deere TC44H Wheel Loader	6,452.99	176.76	2,286.90	5,000.00	2,713.10	48%		
2-32-00-521-47	Fuel - Mobile 407 JD 570A Grader	6,880.24		1,826.62	6,000.00	4,173.38	30%		
2-32-00-521-48	Fuel - Mobile 408 Kubota M60	706.96		950.20	750.00	(200.20)	127%		
2-32-00-521-49	Fuel - Mobile 409 Ford Sicklemower	50.49					0%		
2-32-00-521-51	Fuel - Lawn Mowers	649.47		207.11	200.00	(7.11)	104%		
2-32-00-521-52	Fuel - Water Pumps				600.00	600.00	0%		
2-32-00-521-53	Fuel - Wacker Packer				20.00	20.00	0%		
2-32-00-521-54	Fuel - Chain Saw				50.00	50.00	0%		
2-32-00-521-55	Fuel - Mobile 410 Ford Tandem	2,994.71	114.83	566.87	3,300.00	2,733.13	17%		
2-32-00-521-56	Fuel - Mobile 411 Kubota B 7610 Tractor	770.40	40.77	310.13	900.00	589.87	34%		
2-32-00-521-57	Fuel - Mobile 412 2018 Kubota ZD1211 Mower	843.89	70.87	801.65	1,000.00	198.35	80%		
2-32-00-521-58	Fuel - Mobile 413 Steamer	956.82		40.82	500.00	459.18	8%		
2-32-00-521-61	Fuel - Mobile 415 Generator				700.00	700.00	0%		
2-32-00-521-62	Fuel - Mobile 417 2003 GMC 4 x 4	6,302.17	84.39	3,749.32	6,400.00	2,650.68	59%		
2-32-00-521-63	Fuel - Mobile 419 - 2007 Kubota Mower	164.97		443.01	200.00	(243.01)	222%		
2-32-00-521-64	Fuel - Mobile 420 Flusher Truck	723.93		1,262.45	1,000.00	(262.45)	126%		
2-32-00-521-65	Fuel - Mobile 421 Baldor Generator				700.00	700.00	0%		
2-32-00-521-66	Fuel - Mobile 426 Bobcat A770	1,328.28	83.51	246.89	2,000.00	1,753.11	12%		
2-32-00-530-00	Construction, Maint, Supplies & Repairs	8,059.17		1,257.21	13,500.00	12,242.79	9%		
2-32-00-532-00	Grounds Materials/Trees	2,847.92	2,500.00	2,625.00	3,300.00	675.00	80%		
2-32-00-535-00	Sidewalk replacement <i>Divert Water @ Jkt + Re -</i>	7,050.00		14,484.48	10,000.00	(4,484.48)	145%		
2-32-00-539-00	Dust Control	5,290.00		5,520.00	5,400.00	(120.00)	102%		
2-32-00-540-50	Streets Power	61,960.85	5,370.18	48,795.85	63,000.00	14,204.15	77%		
2-32-00-610-02	Sand Screening	89.51			200.00	200.00	0%		
		240,739.71	17,119.52	185,394.37	246,097.38	60,703.01	75%		
<b>AIRPORT</b>									
2-33-00-250-00	Airport Repairs & Maintenance			40.47	200.00	159.53	20%		
2-33-00-274-00	Insurance	3,029.15		2,871.80	2,871.80		100%		
2-33-00-520-00	Parts & Supplies	1,798.44		1,675.37	1,800.00	124.63	93%		
2-33-00-540-50	Campus Energy Power	674.75	73.84	418.80	1,200.00	781.20	35%		
		5,502.34	73.84	5,006.44	6,071.80	1,065.36	82%		
<b>STORM SEWERS &amp; DRAINAGE</b>									
2-37-00-250-00	Storm Sewer - Repairs & Maintenance	1,001.50			1,200.00	1,200.00	0%		
		1,001.50			1,200.00	1,200.00	0%		
<b>WATER SUPPLY &amp; DISTRIBUTION SYSTEM</b>									
2-41-00-110-00	Salaries & Wages	50,721.80	3,560.69	45,753.87	48,565.09	2,811.22	94%		
2-41-00-140-00	Public Works Course Fees - Water	172.50		1,177.05	1,510.00	332.95	78%		
2-41-00-211-00	Travel and Subsistence	1,315.60	195.42	1,805.98	2,000.00	194.02	90%		
2-41-00-215-00	Freight, Postage, Phone	2,204.94	203.89	3,024.52	2,300.00	(724.52)	132%		
2-41-00-225-00	Memberships Relating to Water	90.48			110.00	110.00	0%		
2-41-00-250-00	Repairs & Maintenance - Treatment	92,761.64	344.24	44,339.64	32,672.00	(11,667.64)	136%		
2-41-00-274-00	Insurance	10,294.47		10,504.36	10,504.36		100%		
2-41-00-350-00	Purchased Bulk Water for Resale HWY 12 21	295,199.01	26,457.10	246,730.88	334,900.00	88,169.12	74%		
2-41-00-510-00	General Goods & Supplies	13,277.37		5,633.24	10,620.00	4,986.76	53%		
2-41-00-540-50	Water Supply & Distribution Power	12,240.21	1,017.40	9,610.96	12,500.00	2,889.04	77%		
2-41-00-540-51	Water Supply & Distribution Natural Gas	7,552.30	785.84	5,078.44	7,800.00	2,721.56	65%		
2-41-00-831-00	Debenture Interest Payments	11,385.39					0%		
		497,175.71	35,114.58	373,658.94	463,481.45	89,822.51	81%		
<b>SANITARY SEWAGE SERVICE &amp; TREATMENT</b>									
2-42-00-110-00	Salary & Wages	11,308.59	689.50	12,761.40	28,855.15	16,093.75	44%		
2-42-00-140-00	Public Works Course Fees - Sewer	172.50		1,261.34	500.00	(761.34)	252%		
2-42-00-211-00	Travel and Subsistence	500.52		700.10	1,200.00	499.90	58%		
2-42-00-215-00	Freight, Postage, Telephone	1,265.33	158.57	1,200.66	1,300.00	99.34	92%		
2-42-00-225-00	Memberships Relating to Sewer	90.47			110.00	110.00	0%		
2-42-00-239-00	Septic Station Repairs & Maintenance	1,109.56		1,156.68	1,500.00	343.32	77%		
2-42-00-239-02	Septic Station Supplies				200.00	200.00	0%		
2-42-00-250-00	Repair & Maintenance <i>Additional Sewer Connections</i>	68,751.65	685.00	17,489.76	13,300.00	(4,189.76)	132%		
2-42-00-274-00	Insurance	4,093.94		4,185.99	4,093.94	(92.05)	102%		
2-42-00-510-00	General Goods and Supplies	2,136.68		18,739.82	11,850.00	(6,889.82)	158%		
2-42-00-540-50	Sanitary Sewage Power	11,406.85	949.12	7,408.66	12,400.00	4,991.34	60%		
2-42-00-540-51	Sanitary Sewage Natural Gas	2,608.23	177.56	1,593.21	2,800.00	1,206.79	57%		
	<i>Includes Sewer Capital Projects</i>	103,444.32	2,659.75	66,497.62	78,109.09	11,611.47	85%		
<b>GARBAGE COLLECTION &amp; DISPOSAL</b>									
2-43-00-110-00	Salaries and Wages	5,527.39	289.88	3,117.36	3,454.88	337.52	90%		
2-43-00-230-00	Garbage Contract	64,166.01	5,390.13	48,022.44	65,000.00	16,977.56	74%		
2-43-00-250-01	Waste Management Authority-Tipping Fees	4,165.04	(70.00)	(470.00)	4,200.00	4,670.00	-11%		
2-43-00-525-00	Landfill Monitoring	989.68	269.56	360.86	1,000.00	639.14	36%		
		74,848.12	5,879.57	51,030.66	73,654.88	22,624.22	69%		
<b>RECYCLING</b>									

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023

ACCOUNT	DESCRIPTION	LAST YR ACT...	@ MONTH TRANSACTION...	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
2-44-00-274-00	Recycling Trailer Insurance	5.79		5.50	6.50	1.00	85%
2-44-00-290-00	Toxic Roundup			2,805.27	7,100.00	4,294.73	40%
		5.79		2,810.77	7,106.50	4,295.73	40%
<b>PREVENTIVE SOCIAL SERVICES</b>							
2-51-00-755-00	Contribution to FCSS	58,449.89		59,872.50	58,837.12	(1,035.38)	102%
		58,449.89		59,872.50	58,837.12	(1,035.38)	102%
<b>BASHAW MEDICAL CLINIC</b>							
<b>CEMETERIES &amp; CREMATORIIUMS</b>							
2-56-00-112-00	Public Works Salaries	8,850.06	135.35	3,554.32	10,609.98	7,055.66	33%
2-56-00-230-00	Cemetery - Professional Services <i>Grass Contractor</i>	118.49		14,233.63	183.63	(14,050.00)	7751%
2-56-00-250-00	Cemetery - Repairs & Maintenance	213.76		293.76	700.00	406.24	42%
2-56-00-274-00	Cemetery Insurance	8.34		7.92	7.92		100%
2-56-00-521-59	Cemetery Fuel Cub 725 CC Mower	276.23		28.87	300.00	271.13	10%
2-56-00-520-59	Cemetery Cub 725 CC Mower Rep & Maint	9.83			300.00	300.00	0%
		9,476.71	135.35	18,118.50	12,101.53	(6,016.97)	150%
<b>ECONOMIC DEVELOPMENT</b>							
<b>TOURISM</b>							
2-62-00-215-00	Freight, Postage, Telephone	1,121.58	96.89	956.60	1,200.00	243.40	80%
2-62-00-220-00	Tourism - Advertising	2,140.65		690.35	1,800.00	1,109.65	38%
2-62-00-274-00	Tourist Information Centre Insurance	306.99		316.10	316.10		100%
2-62-00-250-00	Tourism Repairs & Maintenance				3,200.00	3,200.00	0%
		3,569.22	96.89	1,963.05	6,516.10	4,553.05	30%
<b>SUBDIVISION LAND &amp; DEVELOPMENT</b>							
2-66-00-230-00	Subdivision, Land and Development	69,358.61	75.00	4,233.00	3,700.00	(533.00)	114%
		69,358.61	75.00	4,233.00	3,700.00	(533.00)	114%
<b>RENTED BUILDINGS</b>							
2-69-00-250-00	Repair & Maintenance <i>Roof Repair</i>	1,069.90	170.66	14,186.49	1,000.00	(13,186.49)	1419%
2-69-00-540-50	Building Rentals Power	1,354.82	143.48	1,069.85	1,600.00	530.15	67%
2-69-00-540-51	Building Rentals Natural Gas	2,465.33	152.30	1,517.06	2,600.00	1,082.94	58%
		4,890.05	466.44	16,773.40	5,200.00	(11,573.40)	323%
<b>RECREATION FACILITIES &amp; PROGRAMS</b>							
2-71-00-110-00	Administration Salaries & Wages	19,494.11	1,705.01	16,923.56	17,873.86	950.30	95%
2-71-00-110-20	Salaries & Wages	52,395.61	7,507.66	38,600.97	61,873.14	23,272.17	62%
2-71-00-130-00	Employee Benefits & EI CPP Expense	3,832.59	780.29	3,643.06	13,579.10	9,936.04	27%
2-71-00-140-00	Recreation Training				1,000.00	1,000.00	0%
2-71-00-211-00	Travel & Subsistence	155.66		70.68	1,000.00	929.32	7%
2-71-00-215-20	Freight, Postage & Telephone - Arena	2,179.76	248.48	1,630.96	2,200.00	569.04	74%
2-71-00-220-00	Advertising	314.40			300.00	300.00	0%
2-71-00-225-00	Membership Fee				210.00	210.00	0%
2-71-00-230-20	Recreation - Special Services	531.00		737.00	550.00	(187.00)	134%
2-71-00-250-12	Ball Diamond & Raquet Sports Rep&Maint	746.66			3,000.00	3,000.00	0%
2-71-00-250-20	Repairs & Maintenance - Arena <i>Includes Floor</i>	75,708.30	13,988.31	46,443.96	40,676.00	(5,767.96)	114%
2-71-00-274-20	Insurance <i>Scrubber, and Furnace Replac</i>	14,045.61		14,443.60	14,443.60		100%
2-71-00-510-12	Ball & Raquet Sport Supplies	400.00		665.50	1,000.00	334.50	67%
2-71-00-510-20	Supplies - Arena	11,670.33	2,080.95	9,134.36	12,000.00	2,865.64	76%
2-71-00-540-50	Recreational Power	29,121.14	2,192.74	18,092.80	30,000.00	11,907.20	60%
2-71-00-540-51	Recreational Natural Gas	16,479.45	520.54	9,473.36	17,000.00	7,526.64	56%
		227,074.62	29,023.98	159,859.81	216,705.70	56,845.89	74%
<b>PARKS</b>							
2-72-00-110-00	Salaries & Wages - Parks	37,290.98	581.52	30,654.51	35,964.66	5,310.15	85%
2-72-00-111-11	Salaries & Wages - Parks S.T.E.P.				9,600.00	9,600.00	0%
2-72-00-211-00	Travel & Subsistence			102.60		(102.60)	0%
2-72-00-250-00	Parks Repairs & Maintenance	8,018.12	650.00	2,171.97	7,500.00	5,328.03	29%
2-72-00-274-00	Insurance	609.92		622.14	622.14		100%
2-72-00-510-00	General Goods & Supplies	6,845.69		7,655.38	8,750.00	1,094.62	87%
2-72-00-540-50	Heritage Park Power	932.13	80.70	580.57	1,300.00	719.43	45%
2-72-00-770-00	Grants to Organizations - Beautification Committee	9,631.48	2,500.00	10,187.32	18,000.00	7,812.68	57%
		63,328.32	3,812.22	51,974.49	81,736.80	29,762.31	64%

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023  
LAST YR ACT... @ MONTH  
TRANSACTION...

ACCOUNT	DESCRIPTION		@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
<b>COMMUNITY CENTRE</b>						
2-74-00-110-00	Community Centre - Wages	1,408.44	790.86	1,959.05	1,168.19	40%
2-74-00-215-00	Freight, Postage, Telephone	966.00	830.00	1,000.00	170.00	83%
2-74-00-215-01	Community Centre - Xplornet	1,433.54	174.48	799.89	700.11	53%
2-74-00-250-00	CULTURAL FACILITY - Repairs & Maintenance	25,335.47	8,944.98	12,943.00	3,998.02	69%
2-74-00-274-00	Community Centre - Insurance	6,985.60	7,207.98	7,207.98		100%
2-74-00-510-01	Community Centre - Supplies	24.20	86.64	100.00	13.36	87%
2-74-00-540-50	Power Community Hall Town Share	8,570.24	943.41	7,820.84	679.16	92%
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	4,928.02	189.74	2,303.83	3,696.17	38%
2-74-01-540-50	Power - Community Centre 1/2 Share	517.69				0%
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 Share	(477.92)				0%
2-74-01-770-00	Library Contribution	15,664.90	1,655.93	15,623.75	0.25	100%
		<u>65,356.18</u>	<u>3,050.56</u>	<u>44,408.77</u>	<u>54,834.03</u>	<u>81%</u>
<b>MUSEUM</b>						
2-74-10-274-00	Museum - Insurance		1,737.39	1,737.39		100%
2-74-10-250-00	Museum - Repairs & Maintenance	48.90		300.00	300.00	0%
		<u>48.90</u>	<u>1,737.39</u>	<u>2,037.39</u>	<u>300.00</u>	<u>85%</u>
<b>ANNIVERSARY/ CENTENNIAL CELEBRATIONS</b>						
<b>OPERATING CONTINGENCIES RESERVES</b>						
<b>REQUISITIONS</b>						
2-99-00-750-00	Alberta School Foundation Fund	234,391.39	175,793.54	226,016.34	50,222.80	78%
2-99-00-752-00	Camrose Area Lodge Authority	830.00	1,610.00	1,610.00		100%
		<u>235,221.39</u>	<u>177,403.54</u>	<u>227,626.34</u>	<u>50,222.80</u>	<u>78%</u>
<b>TOTAL EXPENSES</b>		<b><u>2,307,324.11</u></b>	<b><u>138,094.03</u></b>	<b><u>1,778,774.25</u></b>	<b><u>2,235,318.25</u></b>	<b><u>80%</u></b>
<b>NET TRANSFERS FR/TO OPERATING CAPITAL</b>						
<b>AMORTIZATION</b>						
2-12-00-790-00	Amortization - Administration	14,477.24				0%
2-23-00-790-00	Amortization - Fire	4,825.45				0%
2-32-00-790-00	Amortization - Public Works	201,094.46				0%
2-33-00-790-00	Amortization - Airport	651.22				0%
2-41-00-790-00	Amortization - Water	45,626.04				0%
2-42-00-790-00	Amortization - Sewer	92,202.81				0%
2-62-00-790-00	Amortization - Tourist Booth	893.76				0%
2-71-00-790-00	Amortization - Arena	15,783.18				0%
2-72-00-790-00	Amortization - Parks	9,042.03				0%
2-74-00-790-00	Amortization - Community Centre	71,844.05				0%
		<u>456,440.24</u>				<u>0%</u>
<b>TOTAL EXPENSES &amp; CAPITAL ITEMS</b>		<b><u>2,763,764.35</u></b>	<b><u>138,094.03</u></b>	<b><u>1,778,774.25</u></b>	<b><u>2,235,318.25</u></b>	<b><u>80%</u></b>
<b>NET OF REVENUE &amp; EXPENSES</b>		<b><u>379,568.83</u></b>	<b><u>1,830.53</u></b>	<b><u>(618,076.95)</u></b>	<b><u>618,076.95</u></b>	
<b>FINANCES ACQUIRED</b>						
Pending Projects						
<b>FINANCES APPLIED</b>						

BVR  
Town of Bashaw  
For the Ten Months Ending October 31, 2023

ACCOUNT	DESCRIPTION	LAST YR ACT <sub>1,000</sub>	@ MONTH TRANSACTION <sub>1,000</sub>	@ YR YTD	@ YR BUDGET	AMOUNT LEFT	PERCENT USED
<b>Roads, Streets, Walks, Lighting:</b>							
6-32-00-650-02	Other Paving	109,400.00		121,400.00		(121,400.00)	0%
	<b>Total Roads, Streets, Walks, Lighting</b>	<b>109,400.00</b>		<b>121,400.00</b>		<b>(121,400.00)</b>	<b>0%</b>
<b>Water Supply &amp; Distribution:</b>							
6-41-00-630-00	Water Meters			18,199.20		(18,199.20)	0%
	<b>Total Water Supply &amp; Distribution</b>			<b>18,199.20</b>		<b>(18,199.20)</b>	<b>0%</b>
<b>Sanitary Sewage Service &amp; Treatment:</b>							
6-42-00-610-01	Lagoon Lift Station			15,909.31		(15,909.31)	0%
	<b>Total Sanitary Sewage Service &amp; Treatment</b>			<b>15,909.31</b>		<b>(15,909.31)</b>	<b>0%</b>
<b>Subdivision:</b>							
6-66-00-610-15	Land & Development			6,956.28		(6,956.28)	0%
	<b>Total Subdivision</b>			<b>6,956.28</b>		<b>(6,956.28)</b>	<b>0%</b>
<b>Recreational Facilities:</b>							
6-71-00-630-00	Arena Equipment	12,000.00		18,823.74		(18,823.74)	0%
	<b>Total Recreational Facilities</b>	<b>12,000.00</b>		<b>18,823.74</b>		<b>(18,823.74)</b>	<b>0%</b>
	<b>TOTAL FINANCES APPLIED</b>		<b>121,400.00</b>	<b>181,288.53</b>		<b>(181,288.53)</b>	<b>0%</b>
	<b>Net of Finances Acquired &amp; Applied</b>		<b>121,400.00</b>	<b>181,288.53</b>		<b>(181,288.53)</b>	<b>0%</b>
	<b>NET TOTAL OF ALL CATEGORIES</b>	<b>379,568.83</b>	<b>123,230.53</b>	<b>(436,788.42)</b>		<b>436,788.42</b>	

**TOWN OF BASHAW  
MONTHLY STATEMENT  
October 31, 2023**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 1,590,967.34	\$ 508,028.04	\$ 2,098,995.38
RECEIPTS FOR THE MONTH	\$ 26,210.96		\$ 26,210.96
ALBERTA DIRECT DEPOSIT	\$ 28,484.26		\$ 28,484.26
VOID	\$ 394.00		\$ 394.00
<b>CCUBC /ROYAL/BT/B /DEBIT- PAYMENTS</b>	\$ 24,782.09		\$ 24,782.09
SERVUS CREDIT UNION - INTEREST	\$ 6,969.88		\$ 6,969.88
TERM INTEREST #47	\$ 1,595.77		\$ 1,595.77
TERM INTEREST #48	\$ 554.66	\$ -	\$ 554.66
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
<b>SUB-TOTAL</b>	\$ 1,679,958.96	\$ 508,028.04	\$ 2,187,987.00
DISBURSEMENTS FOR THE MONTH	\$ 271,503.63		\$ 271,503.63
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 39.18		\$ 39.18
BANK CONFIRMATION FEE	\$ -		
SCHOOL PAYMENT	\$ -		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
<b>BALANCE AT END OF MONTH</b>	\$ 1,408,416.15	\$ 508,028.04	\$ 1,916,444.19
<b>BANK BALANCE AT MONTH END</b>	\$ 1,497,005.58	\$ 508,028.04	\$ 2,005,033.62
OUTSTANDING DAILY DEPOSITS	\$ -		\$ -
OUTSTANDING ONLINE/INTERAC	\$ 1,020.00		\$ -
OUTSTANDING DIR DEPOSITS	\$ -		
<b>SUB-TOTAL</b>	\$ 1,498,025.58	\$ 508,028.04	\$ 2,006,053.62
LESS OUTSTANDING CHEQUES	\$ 89,609.43		\$ 89,609.43
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 1,408,416.15	\$ 508,028.04	\$ 1,916,444.19

THIS STATEMENT SUBMITTED TO COUNCIL

November 15, 2023

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
TOWN MANAGER

Town of Bashaw  
RECONCILIATION POSTING JOURNAL  
Bank Reconciliation

Audit Trail Code: CMADJ00000306  
Chequebook ID: CREDIT UNION  
Description: Credit Union General Account

Bank Statement Ending Balance: \$1,497,005.58  
Bank Statement Ending Date: 2023-10-31  
Cutoff Date: 2023-10-31

Statement Ending Balance	\$1,497,005.58
Outstanding Cheques (-)	\$89,609.43
Deposits in Transit (+)	\$1,020.00
	-----
Adjusted Bank Balance	\$1,408,416.15
	-----
Chequebook Balance as of Cutoff	\$1,408,416.15
Adjustments	\$0.00
	-----
Adjusted Book Balance	\$1,408,416.15
	-----
Difference	\$0.00
	=====



CHIEF ADMINISTRATOR'S REPORT  
Submitted for November 15, 2023, Regular Meeting of Council

1. Meetings
  - October 26, 2023 – Audio Visual presentation – obtain information to improve electronic meeting ability.
  - October 26, 2023 – Benefits provider information.
  - October 31, 2023 – meeting with EnviroTrace – review AI report on Water system
  - November 6, 2023 – meeting with resident
  - November 9, 2023 – Zoom meeting – information on Asset Retirement Obligations
  - November 14, 2023 – Canadian Association of Municipal Administrators – Zoom Masterclass
  - November 15, 2023 – CAO meeting in Alix with Nicole Lorain
2. CAO out of the office
  - November 10, 2023 – vacation day
3. CAO performance appraisal.
4. Development–ongoing information and dialogue with resident questions.
5. Staffing–We are down a public works staff.
6. Inquiries–phone inquiries and ongoing information requests.
7. Ongoing research as required. Working on the reports requested by the council.
8. Alberta Municipal Data Sharing Partnership (AMDSP)–We have shared the mapping that exists and will need to follow up with them on the challenging areas that are misaligned. This remains outstanding.
9. Land transfers– completed as per Public Auction outcome. One property sold at the auction and the other; we, as the town obtained title.
10. Asset Retirement Obligations– New audit requirement to evaluate all town owned properties for risk factors and plan funding for the retirement of the properties. (e.g., asbestos, other contaminants) Working on cost effective ways to ensure acceptable evaluations for minimal costs – to meet the required standard.
11. Budget 2024 and water pricing budgets are in process.

Town of Bashaw  
November 15, 2023 Foreman Report

Project or Duty Description:	Priority	Regular Duty	Additional Duty	Start Date:	Estimated Project timeline	Issues, details, causes of delays?
<b>Water Related</b>						
Water Meter Replacement	X			ASAP		Ongoing as access and meter availability, installed meter at non-metered business location.
Leak Detection						Contractor investigated trouble spots and we will arrange hydrovac.
Fire Pump						Trouble shooting, ordered new gas valve, cylanoid, (it wasn't getting any natural gas), getting closer to a proper fix.
Water Treatment Plant						Pump 103 is out being rebuilt
<b>Community Center</b>						
Damage - Clearance sign	X					Delivery truck hit the clearance sign, repairs will be completed. Repair to be completed.
<b>Parks, trees, Cemetery</b>						
Cemetery						Snow removal and grade road.
<b>Streets</b>						
Sand Screening						Screening sand in preparation for winter - done.
<b>Sewer</b>						
Lagoon maintenance		X			As needed	Repairs to liner, quotes in process, and will generate a plan for repair.
<b>Shop</b>						
Shop overhaul	X					Progressing nicely.
<b>Arena</b>						
Operations						Ongoing, monitoring the ice thickness and plant operations.
New Staff						Training is progressing.



## BY-LAW NO. # 824 - 2023

BY-LAW NO. 824 - 2023 A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of amending Master Rates and Schedules By-law No. #760 - 2014 to amend the following:

- Utility Service Consumer Fee, Section 3, Appendix A – Change the billing cycle from two-month billing cycle to monthly billing cycle, and all references to it within the schedule.
- Waste Collection Service Fee, Section 3, Public Works, Appendix A – change frequency to monthly - 12 times per year.
- Utility Service Account Procedure Policy, Section 3, Public Works, Appendix A – Change all references from billing every two (2) months to monthly billing.
- Penalty Charge: Utility service consumer fee and Wastewater consumer fee – change the penalty charge from 6% bi-monthly to 3% monthly billing.
- Change Outstanding Utility Account Balance rollover date from December 15 to November 15.
- Improve the wording on the process of Account balance rollover.

WHEREAS

Bashaw Town Council choose to change the billing frequency for all utilities, and references from billing every two (2) months to every (1) month.

Bashaw Town Council chose to change the Penalty charge to accommodate the monthly billing frequency.

Bashaw Town Council chose to change the date of the outstanding utility account balance rollover date to November 15.

NOW THEREFORE

Pursuant to the Municipal Government Act, Section 42, the Council of the Town of Bashaw duly assembled, hereby enacts as follows:

That By-law No. #760 – 2014 be amended as follows:

**Utility Service Consumer Fee, Section 3, Appendix A**

1. Metered Rates (monthly billing cycle)
  - b. In-Town Customer \$ 37.75  
Fixed Component/Monthly Flat Fee
2. Non-Metered/" Trickle" properties run 4 months -January through April. Residents on trickle rates will be billed an average consumption based on the prior monthly bills from May through December.
3. Sanitary Sewer Service Charge – 1 month \$ 20.00  
(or 1/2 water charge whichever is greater to a maximum of \$105.00)
9. Penalties on overdue utility service accounts - 3% per monthly billing.

All outstanding utility account balances that are overdue more than sixty days (60) on November 15 shall be rolled into the property owner's tax account and henceforth, the total balance now in the tax account shall be charged the overdue account transfer fee (referenced in Schedule A, Utility Service Consumer fee, subsection 10) and penalties in accordance with the tax penalty bylaw.

**Waste Collection Service Fee, Section 3, Public Works, Appendix A**

1. Waste Collection service Fee(s):
  - a. Household garbage and
  - b. Recyclable Materials
  - ❖ Calculation of Service fee for the waste collection services as notes above shall be calculated as follows: The total annual expenses for waste collection service (wages, contract fee, fuel surcharge, etc.) divided by the number of service collection properties divided by 12 billing cycles per year.
  - ❖ Waste collection service fee(s) cannot be suspended, reduced, waived or prorated and shall be charged to each property serviced within the town of Bashaw twelve (12) times per year.
2. b) Penalties on overdue utility service accounts - 3% per billing. (monthly)

**Utility Service Account Procedure Policy, Section 3, Public Works, Appendix A**

9. The utility statement shall be processed and mailed to the property owner every month.

15. All outstanding utility account balances that are overdue more than sixty days (60) on November 15 shall be rolled into the property owner's tax account and henceforth, the total balance now in the tax account shall be charged the overdue account transfer fee (referenced in Schedule A, Utility Service Consumer fee, subsection 10) and penalties in accordance with the tax penalty bylaw.

The Town of Bashaw will implement these changes by January 1, 2024, or the timeline of administration recommendation.

RECEIVED FIRST READING THIS  
1<sup>st</sup> DAY OF November, A.D. 2023  
IN THE TOWN OF BASHAW, IN THE  
PROVINCE OF ALBERTA

\* \_\_\_\_\_  
\*MAYOR  
\*  
\* \_\_\_\_\_  
\*CAO

RECEIVED SECOND READING THIS  
\_\_ DAY OF \_\_\_\_\_, AD 2023  
PROVINCE OF ALBERTA  
IN THE TOWN OF BASHAW, IN THE  
PROVINCE OF ALBERTA

\* \_\_\_\_\_  
\*MAYOR  
\*  
\* \_\_\_\_\_  
\*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

Approved: yes /no Motion # \_\_\_\_\_  
Account Code: \_\_\_\_\_

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	November 15, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 2024 Interim Budget

**Background/Proposal:**

The 2024 Interim budget is enclosed for review. The Interim budget is based on the 2023 budget.

Administration will provide a detailed breakdown for final approval within the first quarter of 2024. The council will have the opportunity to implement changes prior to final approval.

**Discussion/Options/Benefits/Disadvantages:**

Approving the interim budget provides administration with the ability to continue operations without interruption.

**Upcoming Budget Impacts:**

- In 2023 the Municipal Sustainability Initiative Operating Grant was increased from \$59,095 to \$118,000.
- The province changed the guidelines for the grant to enable municipalities to use it for operating costs.
- 2024 – We do not know if the province will continue the grant fund at the same level and criteria.

**Costs/Source of Funding (if applicable)**

The annual operating budget is funded through taxation, and provincial transfers.

**Applicable Legislation:**

MGA 242 (1) and (2)

Council must adopt an operating budget for each calendar year.

Council may adopt an interim operating budget for part of a calendar year.

**Recommended Action:**

Administration requests Council approve the 2024 Interim Operating Budget.

MOVED BY \_\_\_\_\_ to approve the 2024 Town of Bashaw Interim Operating Budget as presented.

**Community Engagement Consideration:**

The administration is willing to proceed upon council request.

Approved: yes /no Motion # \_\_\_\_\_  
Account Code: \_\_\_\_\_

**Discussion Result:**

Additional research Requested:





Approved: yes /no Motion # \_\_\_\_\_  
Town of Bashaw

**Request for Decision**

Meeting:	Regular Council
Meeting Date:	November 15, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Tax Incentives – Grant Opportunities

**Background/Proposal:**

The Council requested Tax incentive discussion to be added to the first agenda in December.

The administration has come across several grant opportunities that may be relevant to the discussion. They are time lined.

**Discussion/Options/Benefits/Disadvantages:**

Ideas for Consideration:

1. Mainstreet or vacant business infill support – businesses that are vacant could apply to make them functional.
2. Mainstreet beautification – store frontage – aging businesses could get financial support for facelifts or functionality improvements.
3. Business support and education – Business how “to’s” and education. Website building, online presence, online stores, promotion, etc. (like some of the ideas and business support that Jackie suggested)
4. Maybe hiring an economic development contractor/officer?
5. Generate a draft of the Tax Incentive Bylaw for council consideration.

We could do the application or Bashaw Chamber of Commerce.

**Costs/Source of Funding (if applicable)**

Grant Funding available from:

- Alberta Northern and Regional Economic Development Program- Deadline December 20, 2023.
- New funding – just released – Small Community Opportunity program.
- Tax Incentive Bylaw proposal – subsidized by town tax base.

Attachments:

New Grant – Small Community Opportunity Program

Resident – feedback on Tax Incentive Bylaw Proposal.

**Applicable Legislation:**

Operating and Capital Budgets – MGA 242- 246, 248.1

**Community Engagement Consideration:**

The administration is willing to proceed as the council requests.

**Recommended Action:**

Approved: yes /no Motion # \_\_\_\_\_

Discussion item.

**Discussion Result:**

Additional research Requested:

# Strengthening rural Alberta

November 09, 2023 Media inquiries

## New grants for non-profits, Indigenous and small communities will build capacity in agriculture, small business and economic development.

Indigenous and small communities are vital to Alberta and to the province's long-term economic prosperity. Recognizing this importance, Alberta's government released its Economic Development in Rural Alberta Plan in December 2022.

To further implement this plan, Alberta's government is investing \$6 million in the new Small Community Opportunity Program, which will back Indigenous and small communities, helping rural Alberta grow its economic footprint.

"The new Small Community Opportunity Program provides financial backing for Indigenous and small communities to tackle challenges and tap into opportunities to grow their local economic footprint. By building capacity in small businesses and the agriculture industry, these rural communities will have a strong foundation to thrive."

*RJ Sigurdson, Minister of Agriculture and Irrigation*

For a project to be eligible, it must align with the Economic Development in Rural Alberta Plan and build capacity within the local community in entrepreneurship and mentorship, skills development, small business supports and/or partnerships, interconnectivity and collaboration.

"Alberta's rural communities play a crucial role in our province's economic landscape. The Small Community Opportunity Program is an important part of our commitment to supporting their growth and development. By empowering Indigenous and small communities to address their unique challenges and seize opportunities, we are fostering economic resilience and a brighter future for rural Alberta."

*Matt Jones, Minister of Jobs, Economy and Trade*

Non-profit organizations may collaborate with Indigenous and small communities, or communities may work together or independently on projects that drive innovation and achieve

sustainable growth and diversification. Projects must be completed within two years and have a measurable impact supporting, improving or enhancing rural and Indigenous communities, local economic development and/or the agriculture industry.

The Small Community Opportunity Program will open for applications on Nov. 10. Albertans can learn more and apply online. Indigenous and small communities, and the non-profit organizations that support them, can apply for grants between \$20,000 and \$100,000 for local, community-led projects.

## Quick facts

- The Economic Development in Rural Alberta Plan has strategic directions with corresponding initiatives and actions to ensure rural Albertans and Indigenous communities have economic opportunities where they live.
- Small Community Opportunity Program projects must align with one or more of these strategic directions in the plan:
  - rural business supports and entrepreneurship
  - support for labour force and skills development
  - marketing and promoting rural tourism
  - rural economic development capacity building
- Applicants must be an incorporated non-profit organization or a rural or Indigenous community based on the characteristics described in the plan:
  - have a population of fewer than 20,000
  - not be near communities larger than 25,000 people that could provide employment and services
  - be a remote community or a community that has within it, or is surrounded by, a significant amount of nature, natural resources, agricultural land and wilderness areas
  - have a workforce largely focused on primary economic activity, including oil and gas, agriculture and forestry
- The Small Community Opportunity Program is made possible through Budget 2023 and will provide up to \$3 million per year in 2023-24 and 2024-25.
- Albertans can learn more about the Small Community Opportunity Program in webinars hosted by:
  - Rural Municipalities of Alberta, from 1:30 p.m. to 2:30 p.m. on Nov. 15
  - Economic Developers Alberta, from noon to 1 p.m. on Nov. 17

- Rural and Indigenous communities must consider other government funding programs like the Northern and Regional Economic Development Program if their project focuses on regional economic development or supports non-capital investments to assess the feasibility of, or to maintain, economic development enabling infrastructure.

## **Related information**

- Rural economic development
- Northern and Regional Economic Development Program
- Economic development funding and grants

## **Media inquiries**

**Ashley M Stevenson**

587-357-2141  
Press Secretary, Agriculture and Irrigation

## CAO

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**From:** Reception  
**Sent:** October 30, 2023 4:12 PM  
**To:** CAO  
**Subject:** FW: "Pondering Business Support through tax incentive by-law" - an article in the October 26, 2023 East Central Alberta Review

*Chris Morrison*

Town of Bashaw  
Box 510  
Bashaw, AB T0B 0H0  
Ph: 780-372-3911  
Fax: 780-372-2335

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**From:** cindy burgess  
**Sent:** Monday, October 30, 2023 8:54 AM  
**To:** Reception <admin@townofbashaw.com>  
**Subject:** "Pondering Business Support through tax incentive by-law" - an article in the October 26, 2023 East Central Alberta Review

**Please distribute this email to all members of Council. Thank you.**

The Bashaw and District Chamber of Commerce (the Chamber) asked for a non-residential multi year tax incentive by-law. As a resident of Bashaw I am adamantly against such a by-law.

There is no doubt, paying tax is a burden. However, in order to enjoy the services that benefit everyone in our community, we ALL pay tax.

I am concerned. If Council allowed a non-residential tax incentive how would those tax dollars be recovered? Would Council increase taxes to existing businesses to support new business initiatives? Would Council push an even greater tax burden directly on to residents? Seriously, who would pay the shortfall?

According to the article, Councilor Northey suggested that Federal Government programs are in place that will accomplish the Chambers goal. It was reported that Mr Zembal replied he had "hit a wall of bureaucracy" and "proceeded no further". I have not met Mr Zembal so I am uncertain as to what one should conclude from those statements. Perhaps he simply lacks perseverance? The fact remains, funding to assist small business in Bashaw exists with other levels of government. That means I pay tax to support them!

I strongly urge Council to turn down this proposal. They have a challenging task ahead; keeping our 2024 tax rate as low as possible while maintaining the high level of service Bashaw provides. Adding an unnecessary expense line to the budget is unacceptable.

I further encourage the Chamber's members to look to existing federal programs for tax relief.

Respectfully,

Cindy Burgess

Resident, Bashaw AB

## Background

Alberta is a resilient and diverse economic destination of choice, with talent and potential throughout all its regions. The Government of Alberta is working with regions across the province to pursue our common goals of economic diversification, job creation and financial well-being.

Recognizing that not all regions of Alberta have the same challenges, priorities or access to the resources needed to accelerate economic development, Jobs, Economy and Trade (JET) provides funding towards community driven projects that enhance economic conditions and leverage regional resources to build capacity for sustainable economic development and diversification through the Northern and Regional Economic Development (NRED) Program.

NRED is based on engagement with community stakeholders and provides an opportunity for communities to work with their partners to identify and allocate resources to a promising area of regional economic development. NRED is open to eligible applicants from across Alberta and has a dedicated application stream for Northern Development and Indigenous communities in recognition of their unique challenges, as well as a Regional Development application stream for all other applicants.

A Glossary of Terms and Definitions is provided in Appendix 1.

## Program Overview

### Program Summary

Eligible applicants may submit proposals that either immediately promote regional economic prosperity or those that lay the foundation for continued economic prosperity into the future. As such, the NRED Program will support projects in all stages, from planning and readiness to implementation of previous strategies and plans. Subsequent intakes will be designed to encourage previously successful applicants to progressively build on their projects.

For a project to be eligible, it must support economic development and have a clear path to achieving tangible and impactful results in one or more of the following priority areas:

- Investment in Economic Development Infrastructure
- Business Supports
- Labour Force Attraction and Retention
- Tourism Planning, Capacity Building, and Infrastructure
- Economic Development Capacity Building

Eligible projects must not take more than two years to complete and successful applicants will receive grant funds up front so that their projects can commence immediately.

## Timelines

Dates	Activity
October 23, 2023	Application Intake Opens
December 20, 2023	Application Intake Closes
January to February 2024	Committee Review of Applications
March 2024	Decisions and Funding

# AGENDA ITEM

## 2024 – 2026 Operational Budget

November 10, 2023

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### BACKGROUND

Administration has prepared the 2024 Operational Budget for the Commission members to review. This budget considers the costs associated with running the Commission, operating the line, repayment of the debt, and contributions to reserves for repairs and replacement of equipment related to the lines.

The rates for members that consume water are calculated by taking the total member estimated consumption and dividing that into the total cost of providing the water. Members who do not take water are billed their share equally for administration costs, and debenture repayment and reserve contributions are calculated based on water allocation. In the 2024 budget, the remaining non-water-using members are Lacombe County and Camrose County.

### ANALYSIS

The budget contains the following highlights and changes from 2023.

#### Revenues

- Increase in interest revenue to reflect the increase in interest rates.
- A \$60,000 contribution to fund the Repair and Replacement Reserve. This amount will be collected from non-water members based on their water allocation, and the remainder will be collected through the water rate.
- Administrative and Board costs of \$114,840 are collected equally from six members. Most of these costs are collected in rates, and a small portion is collected from Lacombe and Camrose County.
- The budget proposes a rate of \$3.381 per cubic meter.

#### Expenditures

Changes to the expenditure side of the budget include:

- A reduction of \$16,470 in telephone and communication because of a new contract.
- The increase in contract administration includes \$10,000 for a business plan review.
- Contract management, accounting, and contract services provided by Lacombe County actual increase was 1.9% in 2023. The budgeted increase in 2024 is 2.5%.
- Purchased Line Repairs and Maintenance increased by 9.76% to reflect the historical five-year average.
- Contract Pipeline Operation increases to reflect the rate per the Contract Maintenance Agreement.
- Goods and supplies decrease to reflect the five-year historical average.
- Water purchases increased due to a 3-cent increase in the water rate.
- Amortization is recorded to comply with generally accepted accounting principles but is removed from the bottom line and not charged to the members.

**Water Rate**

The budgeted water rate for 2024 is \$3.381, an increase of \$0.032 from the 2023 budgeted rate of \$3.349. Please see the water rate breakdown document attached. We project the rates in 2024 and 2025 to be \$3.549 and \$3.601, respectively. The increases in 2025 and 2026 are due to the full debenture payment for the new line and estimated inflation of 2%.

**IMPLICATIONS**

The current budget, as presented, contains comparable revenue and operating expenses as compared to the prior year. These factors have resulted in no significant changes in the projected water rate for 2024.

**LEGISLATIVE RESPONSIBILITIES:**

Municipal Government Act RSA 2000 PT 15.1, Division 3, Section 602.19:  
*A Commission must adopt an operating budget for each calendar year.*

**RECOMMENDATION**

The Commission receives this budget for information. This budget is to be reviewed by the Commission members for a 30-day comment period. Any concerns or changes must be ratified at the December 2023 meeting when the Commission will adopt a budget.

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**PREPARED BY:** Leslie Martel, Supervisor of Accounting Services, Lacombe County

**REVIEWED BY:** Dion Burlock, Manager, Highway 12/21 Regional Water Commission

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**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

**OPERATING REVENUE**

		2023 Budget	2023 To Sep 30th	2024 Budget	% Change	2025 Forecast	2026 Forecast
1-00-00-410	Sale of Water	1,016,090	548,871	1,012,990	-0.31%	1,064,240	1,079,690
1-00-00-510	Penalties and Costs	-	-	-	0.00%	-	-
1-00-00-551	Interest Income	2,800	7,865	5,000	78.57%	5,000	5,000
1-00-00-556	Dividends	-	-	-	0.00%	-	-
1-00-00-840	Provincial Conditional Grants	-	-	-	0.00%	-	-
1-00-00-750	Local Government Contributions	155,070	81,343	157,290	1.43%	185,120	185,720
1-00-00-901	Transfer from Reserve	-	-	-	0.00%	-	-
<b>TOTAL OPERATING REVENUE</b>		<b>1,173,960</b>	<b>638,079</b>	<b>1,175,280</b>	<b>0.11%</b>	<b>1,254,360</b>	<b>1,270,410</b>

**OPERATING EXPENDITURES**

2-00-00-214	Membership Fees	200	87	250	25.00%	260	200
2-00-00-216	Postage & Courier	500	47	500	0.00%	510	520
2-00-00-217	Telephone & Communication	31,470	18,378	15,000	-52.34%	15,300	15,610
2-00-00-230	Contract Administration	47,540	23,833	47,970	0.90%	48,930	49,910
2-00-00-231	Accounting & Contract Service	59,030	36,818	69,370	17.52%	70,750	72,160
2-00-00-232	Legal Fees	1,000	-	1,000	0.00%	1,020	1,040
2-00-00-250	Purchased Line Repairs & Maintenan	41,000	43,789	45,000	9.76%	45,900	46,820
2-00-00-251	Contract Pipeline Operation	111,220	47,975	112,420	1.08%	114,670	116,960
2-00-00-260	Rentals	2,100	-	2,100	0.00%	2,140	2,180
2-00-00-270	Licenses, Permits, Insurance	10,170	-	11,360	11.70%	11,590	11,820
2-00-00-510	Goods and Supplies	11,000	5,527	10,000	-9.09%	10,200	10,400
2-00-00-520	Small Tools & Equipment	500	74	500	0.00%	510	520
2-00-00-540	Purchase of Water	466,970	299,920	469,430	0.53%	463,360	472,630
2-00-00-541	Utilities	21,000	11,472	20,200	-3.81%	20,600	21,000
2-00-00-810	Bank Charges & Short Term Interest	500	-	500	0.00%	510	520
2-00-00-815	Amortization	661,490	-	661,490	0.00%	661,490	661,490
2-00-00-831	Interest on Long Term Debt	158,190	50,830	152,100	-3.85%	202,020	193,100
2-00-00-920	Allowance for Doubtful Accounts	-	-	-	0.00%	-	-
<b>TOTAL EXPENDITURES</b>		<b>1,623,880</b>	<b>538,750</b>	<b>1,619,190</b>	<b>-0.29%</b>	<b>1,669,760</b>	<b>1,676,880</b>
Surplus/(Deficit)		(449,920)		(443,910)	50.71%	(415,400)	(406,470)
Add back non-cash Items							
	Amortization Expense	661,490		661,490	45.17%	661,490	661,490
Adjust for cash items not recognized as revenues and expenses							
2-00-00-762	Reserve Contributions	(60,000)		(60,000)	0.00%	(60,000)	(60,000)
2-00-00-832	Current Portion of Long Term Debt	(151,570)		(157,580)	3.97%	(186,090)	(195,020)
Budget Balance		-		-		-	-

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

1-00-00-410 **SALE OF WATER**

Sale of water by the commission to member municipalities

Historical Consumption in cubic meters

	2019	2020	2021	2022	2023
	As of Sep 30th				
Village of Alix	58,365	47,767	56,766	51,732	
Village of Clive	0	0	0	0	
Village of Edberg	0	0	0	2,565	
Hamlet of Ferintosh	12,387	12,348	11,549	12,349	
Hamlet of Mirror	37,829	36,596	39,638	42,323	
Hamlet of Duhamel	1,800	2,078	2,175	2,103	
Hamlet of New Norway	19,311	19,046	18,898	18,285	
Town of Bashaw	92,587	89,172	107,150	101,735	
Silver Creek Golf	0	0	2,593	2,131	
Camrose County Fill Station	8,819	8,604	12,303	10,656	
<b>Total</b>	<b>231,099</b>	<b>215,610</b>	<b>251,072</b>	<b>243,879</b>	<b>0</b>

2024	Estimate	Rate	Total
	Cu. Meters		
Village of Alix	53,500	3.381	180,880
Village of Clive	53,000	3.381	179,190
Village of Edberg	8,500	3.381	28,740
Hamlet of Ferintosh	10,433	3.381	35,270
Hamlet of Mirror	40,000	3.381	135,240
Hamlet of Duhamel	1,466	3.381	4,960
Hamlet of New Norway	20,553	3.381	69,490
Town of Bashaw	97,000	3.381	327,960
Silver Creek Golf Course	2,260	3.381	7,640
Camrose County Fill Station	12,780	3.381	43,210
Camrose County Fire Hall	120	3.381	410
<b>Total</b>	<b>299,612</b>		

1,012,990

1-00-00-510 **PENALTIES AND COSTS**

Penalties charged on overdue Accounts Receivable Invoices  
Penalties charged at a rate of 2%

2019	0
2020	0
2021	0
2022	0
2023	0 to Sep 30th

2024 Estimate

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

1-00-00-551

**INTEREST INCOME**

Interest paid to the general account at a rate of prime minus 2.5%  
Net of interest paid to capital projects.

2019	3,653
2020	2,552
2021	1,785
2022	6,144
2023	to Sep 30th

2024 Estimate 5,000

5,000

1-00-00-556

**DIVIDENDS**

RMA Dividend

2019	29
2020	0
2021	0
2022	0
2023	0 to Sep 30th

2024 Estimate

1-00-00-840

**PROVINCIAL CONDITIONAL GRANTS**

Provincial operating grants

2019	0
2020	0
2021	0
2022	0
2023	0 to Sep 30th

2024 No Grants Anticipated

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

1-00-00-750

**LOCAL GOVERNMENT CONTRIBUTIONS**

Participating municipalities contribution to debenture debt reduction and contribution to Operating Reserve

Debenture # 4000616 Annual Repayment		\$133,742.18		
Debenture # 4000830 Annual Repayment		\$25,807.10		
Debenture #4001869 Annual Repayment		\$24,660.84		
Debenture #4002563 Annual Repayment		\$47,039.28		
Debenture #NEW Annual Repayment		<u>\$78,431.83</u>	Half payment in 2023	
<b>2023 Debenture costs</b>		<b>\$309,681.23</b>		
Village of Alix	28.20%	87,330	-	
Town of Bashaw	10.75%	33,291	-	
Lacombe County	15.66%	48,496	48,496	
Hamlet of Mirror	6.47%	20,036	-	
Village of Clive	7.70%	23,845	-	
Village of Edberg	2.62%	8,114	-	
Hamlet of Ferintosh	3.07%	9,512	-	
Hamlet of New Norway	5.10%	15,781	-	
Hamlet of Duhamel	0.64%	1,993	-	
Silver Creek Golf Course	0.13%	393	-	
Camrose County Water Fill station	0.60%	1,866	-	
Camrose County	19.06%	<u>59,023</u>	<u>59,023</u>	
		309,681	107,519	107,519
<b>Operating Reserve</b>		<b>60,000</b>		
Village of Alix	28.20%	16,920	-	
Town of Bashaw	10.75%	6,450	-	
Lacombe County	15.66%	9,396	9,396	
Hamlet of Mirror	6.47%	3,882	-	
Village of Clive	7.70%	4,620	-	
Village of Edberg	2.62%	1,572	-	
Hamlet of Ferintosh	3.07%	1,843	-	
Hamlet of New Norway	5.10%	3,058	-	
Hamlet of Duhamel	0.64%	386	-	
Silver Creek Golf Course	0.13%	76	-	
Camrose County Water Fill station	0.60%	362	-	
Camrose County	19.06%	<u>11,436</u>	<u>11,436</u>	
		60,000	20,832	20,832
<b>Participating municipalities contribution to administrative and board costs</b>				
2024 Estimated costs attributed to the Board of Directors		<u>126,350</u>		
Number of members		6		
Cost per member		21,058		
Lacombe County Portion less Mirror water usage			14,905	
Camrose County Portion less Duhamel, New Norway, Ferintosh & fill station water usage			14,033	

157,290

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

1-00-00-901

**TRANSFER FROM RESERVE**

Transfers from Reserve

2019	0
2020	51,462
2021	0
2022	0
2023	0 to Sep 30th

2024 Estimate

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-214 **MEMBERSHIP FEES**

Membership in RMA and other organizations

2019	165
2020	195
2021	195
2022	253
2023	

2024 Estimate 250

250

2-00-00-216 **POSTAGE & COURIER**

Reimbursement to Lacombe County for postage & courier relative  
to the administration of the financial records of the Commission  
Courier and freight charges to ship supplies from suppliers

2019	331
2020	300
2021	329
2022	344
2023	to Sep 30th

2024 Estimate 500

500

2-00-00-217 **TELEPHONE & COMMUNICATION**

Data Costs

2019	23,585
2020	27,493
2021	25,974
2022	27,351
2023	to Sep 30th

2024 Estimate - Data Costs for Line Operations 15,000

15,000

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-230 **CONTRACT ADMINISTRATION**

Management of the Water Commission on a sub-contract basis.

2019	43,800
2020	44,700
2021	44,700
2022	45,929
2023	to Sep 30th

2024 Estimate	47,970	47,970
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2-00-00-231 **ACCOUNTING & CONTRACT SERVICE**

	2019	2020	2021	2022	to Sep 30th 2023	Budget 2024
Accounting & Administration services	42,080	42,930	42,930	44,111		46,073
Audit Fees	10,229	10,536	10,547	11,000		11,000
Sage -Financial Software	2,369	2,181	1,773	2,036		2,100
AB One Call	240	102	227	-		200
Computer Maintenance	-	-	-	-	-	-
Business Plan Review	-	-	-	-	-	10,000
Other	-	-	-	-	-	-
	54,918	55,750	55,477	57,147	-	69,373

69,370

2-00-00-232 **PROFESSIONAL - LEGAL**

Costs relative to services provided by the legal profession

2019	0
2020	554
2021	0
2022	0
2023	0 to Sep 30th

2024 Estimate	1,000	1,000
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**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

**2-00-00-250 PURCHASED LINE REPAIRS & MAINTENANCE**

Costs relative to repair and maintenance provided for line operations, that are not conducted by member municipalities. Budgeted Items include:

TLC Hach analyzer service all sites	5,000
Hach reagents for the CL17 Hach analyzer	6,000
Caro Lab Analysis	500
Summit Valve to tune 2 PRSV/year	7,000
Backflow Prevention Certification	1,000
Sterling Generator Service (EQ & Tees)	4,000
Sterling Pump Service (Tees Booster)	2,500

2019	33,372
2020	52,024
2021	30,824
2022	60,681
2023	to Sep 30th

2024 Estimate 45,000

45,000

**2-00-00-251 CONTRACT PIPELINE OPERATION**

Pipeline checks conducted by member municipalities  
Includes Line locates and maintenance and on-call service

2019	96,820
2020	99,399
2021	91,495
2022	99,288
2023	to Sep 30th

2024 Estimate 112,420

112,420

**2-00-00-260 RENTALS**

Office facility rental

2019	300
2020	200
2021	0
2022	1,365
2023	to Sep 30th

2024 Estimate - Board Costs 600  
Lease Agreement - Camrose County 1,500

2,100

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-270

**LICENSES, PERMITS, INSURANCE**

**Insurance**

Master Bond & Crime	2019	290	
	2020	378	
	2021	486	
	2022	486	
	2023	405 to Sep 30th	
2024 Estimate			510
Property	2019	2,009	
	2020	3,736	
	2021	3,833	
	2022	3,448	
	2023	2,966 to Sep 30th	
2024 Estimate			5,300
Boiler & Machinery	2019	52	
	2020	62	
	2021	50	
	2022	68	
	2023	54 to Sep 30th	
2024 Estimate			80
Master Liability & Genesis	2019	3,519	
	2020	3,532	
	2021	3,756	
	2022	4,389	
	2023	4,340 to Sep 30th	
2024 Estimate			5,400
Cyber Liability	2019	0	
	2020	0	
	2021	129	
	2022	644	
	2023	0 to Sep 30th	
2024 Estimate			0
Heavy Equipment	2019	544	
	2020	9	
	2021	52	
	2022	53	
	2023	48 to Sep 30th	
2024 Estimate			70

11,360

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-510 **GOODS and SUPPLIES**

General goods & supplies, chemical reagents, and parts.

2019	1,092	
2020	1,161	
2021	5,438	
2022	9,812	
2023		to Sep 30th

2024 Estimate		10,000	
			10,000

2-00-00-520 **SMALL TOOLS and EQUIPMENT**

Purchase of non-capital equipment as required

2019	200	
2020	0	
2021	4,387	
2022	1,193	
2023		to Sep 30th

2024 Estimate Line Operations		500	
			500

2-00-00-540 **PURCHASE OF WATER**

This includes a contingency to account for water losses

	Cu. Metres	Rate	TOTAL
Town of Stettler	309,612	1.52	469,434

2023 rate was 1.49 m3

469,430

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-541 **UTILITIES**

Electricity for Meter Vault

2019	13,737
2020	15,563
2021	19,063
2022	14,798
2023	14,277 to Sep 30th

2024 Estimate	20,200	20,200
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2-00-00-810 **BANK CHARGES & SHORT TERM INTEREST**

Bank overdraft charges as a result of potential cash shortfalls

2019	346
2020	20
2021	325
2022	20
2023	0 to Sep 30th

2024 Estimate	500	500
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2-00-00-815 **AMORTIZATION**

Amortization expense for Tangible Capital Assets.

<b>Phase</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
	Actual	Actual	Actual	Actual	Budget	Estimate
Stettler to Alix	130,642	93,421	93,421	93,421	93,421	93,421
Alix to Mirror	65,321	62,039	62,038	62,039	62,039	62,039
Bashaw to Ferintosh	66,671	66,671	66,671	66,671	66,671	66,671
Ferintosh to Duhamel	98,806	98,806	98,806	98,806	98,806	98,806
Mirror to Bashaw	125,913	125,774	125,774	125,774	125,774	125,774
Ferintosh to Edberg	-	-	-	-	64,256	64,256
Alix to Clive	-	-	-	-	150,518	150,518
Operating	-	-	-	-	-	-
	487,350	446,710	446,710	446,710	661,490	661,490

661,490

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-831 **INTEREST ON LONG TERM DEBT**

Interest portion on repayment of debentures

Debenture repayment based on estimated principal amount of  
 1,851,947 @ 5.667% over 25 years  
 381,482 @ 4.589% over 25 years  
 434,291 @ 2.943% over 25 years  
 811,301 @ 3.1320% over 25 years  
 2,131,953 @ 5.440% over 25 years (half year)

	<b>Debenture #</b>	<b>Amount</b>	<b>Budget</b>
2022	4000616	60,905	
2022	4000830	11,335	
2022	4001869	10,191	
2022	4002563	23,479	
2023	4000616	57,038	
2023	4000830	10,663	
2023	4001869	9,762	
2023	4002563	22,736	
2023	NEW	0	
2024	4000616		52,967
2024	4000830		9,960
2024	4001869		9,320
2024	4002563		21,969
2024	NEW		57,882

152,100

2-00-00-920 **ALLOWANCE FOR DOUBTFUL ACCOUNTS**

2019	0
2020	0
2021	0
2022	0
2023	0 to Sep 30th

2024 - No write-offs anticipated 0

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

**ADMINISTRATIVE BOARD COSTS**

Interest Income	-5,000
Membership Fees	250
Postage & Courier	500
Telephone & Communication	0
Contract Administration	47,970
Accounting & Contract Service	69,170
Legal Fees	1,000
Rentals	600
Licenses, Permits, Insurance	11,360
Small Tools & Equipment	0
Bank Charges & Short Term Interest	<u>500</u>
 Total Administrative/Board Expenditures	 126,350

**COSTS INCLUDED IN WATER RATE**

Transfer From Reserve	0	
Administrative Board Costs	97,411	
Debenture Costs	202,162	
Operating Reserve Contribution	39,168	
Meter Calibration Testing Contribution	0	
Telephone (data Costs for Operation)	15,000	
AB One-Call	200	
Rentals	1,500	
Professional - Contract Service Line Operation	45,000	
Contract Services - Line Operations	112,420	
Goods and Supplies	10,000	
Small Tools & Equipment	500	
Purchase of Water	469,430	
Utilities	<u>20,200</u>	
Total Cost		<u>1,012,992</u>
Total Estimate Water Consumption		299,612

Rate = total cost divided by consumption 3.3810

**Water Allocation**

	<b><u>Cu Meters</u></b>	<b><u>Percent</u></b>
Village of Alix	589,699	28.20%
Town of Bashaw	224,699	10.75%
Lacombe County	327,491	15.66%
Hamlet of Mirror	135,185	6.47%
Village of Clive	161,093	7.70%
Village of Edberg	54,727	2.62%
Hamlet of Ferintosh	64,213	3.07%
Hamlet of New Norway	106,535	5.10%
Hamlet of Duhamel	13,456	0.64%
Camrose County fill station	12,600	0.60%
Silver Creek Golf Course	2,650	0.13%
Camrose County	<u>398,444</u>	<u>19.06%</u>
	2,090,792	100.00%

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2024 OPERATING BUDGET NON-CASH**

2-00-00-762

**RESTRICTED SURPLUS TRANSFER**

Transfer of funds to reserves for operating contingencies

	Balance Jan	1 Contribution	Balance Dec 31
2018	140,004	20,000	138,245
2019	138,245	60,000	198,245
2020	198,245	60,000	229,208
2021	229,208	60,000	289,208
2022		60,000	60,000
2023		60,000	60,000 Estimated
2024		60,000	60,000 Estimated

60,000

2-00-00-832

**CURRENT PORTION OF LONG TERM DEBT**

ACFA Debentures - Projected 5 year Repayment Schedule

**Debenture #4000616**

	Principal	Interest
2024	80,776	52,967
2025	85,064	48,678
2026	89,579	44,163
2027	94,335	39,407
2028		

**Debenture # 400830**

	Principal	Interest
2024	15,847	9,960
2025	16,582	9,225
2026	17,352	8,455
2027	18,158	7,650
2028		

**Debenture #4001869**

	Principal	Interest
2024	15,340	9,320
2025	15,795	8,866
2026	16,263	8,397
2027	16,746	7,915
2028		

**Debenture #4002563**

	Principal	Interest
2024	25,071	21,968
2025	25,862	21,177
2026	26,678	20,361
2027	27,520	19,519
2028		

**Debenture #NEW**

	Principal	Interest
2024	20,549	57,882
2025	45,085	111,932
2026	47,571	109,447
2027	50,194	106,823
2028		

2024 Portion of Long Term Debt #4000616	80,776
2024 Portion of Long Term Debt #4000830	15,847
2024 Portion of Long Term Debt #4001869	15,340
2024 Portion of Long Term Debt #4002563	25,071
2024 Portion of Long Term Debt #New	20,549

157,580

**WATER RATE BREAKDOWN**

Administrative Board Costs	97,411.00	9.62%
Debenture Costs	202,162.00	19.96%
Operating Reserve Contribution	39,168.00	3.87%
Telephone (data Costs for Operation)	15,000.00	1.48%
AB One-Call	200.00	0.02%
Rentals	1,500.00	0.15%
Professional - Contract Service Line Operation	45,000.00	4.44%
Contract Services - Line Operations	112,420.00	11.10%
Goods and Supplies	10,000.00	0.99%
Small Tools & Equipment	500.00	0.05%
Purchase of Water	469,430.00	46.34%
Utilities	20,200.00	1.99%
<b>TOTAL</b>	<b>\$ 1,012,991.00</b>	<b>100.00%</b>
Estimated Water Consumption	299,612.00	
<b>PROPOSED 2023 WATER RATE</b>	<b>\$ 3.381</b>	