

**REGULAR MEETING OF COUNCIL  
A G E N D A  
Wednesday November 20, 2024, 6:00 pm  
Council Chamber & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
  - 4.1 Bashaw Municipal Library 2025 Budget Presentation – Terri Brown-Gust, Rob Dann, and Sara Chappell
5. APPROVAL OF MINUTES
  - 5.1 Minutes of the November 6, 2024, Regular Meeting of Council
6. CONSENT AGENDA
  - 6.1 RCMP Quarterly Policing Report
  - 6.2 Town of Bashaw October 31, 2024
  - 6.3 Nordic Managing Building Systems – Quarterly energy report
  - 6.4 Water Reconciliation Report
  - 6.5 Parkland Community Planning Services letter
  - 6.6 Bashaw Stakeholder Meeting with Minor Hockey & Figure Skating
7. NEW & UNFINISHED BUSINESS
  - 7.1 Bashaw Collaborative Response Model – request for letter of support
  - 7.2 Bashaw Bus Society – 2025 Budget and annual funding request
  - 7.3 Highway 12/21 Regional Water Commission 2025 Budget
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
  - 10.1 Legal – Intermunicipal Collaboration Framework – FOIP Section 23
11. NOTICES OF MOTION
12. NEXT MEETING: December 4 & 18, 2024, Regular Meeting of Council – 6:00 pm
13. ADJOURNMENT

Town of Bashaw Library  
5020-52 Street  
PO BOX 669  
Bashaw, Alberta  
T0B 0H0  
Phone: (780) 372-4055



**TOWN OF BASHAW  
LIBRARY**

Sara Chappell  
Town of Bashaw Library  
5020 52 St.  
Bashaw, AB, T0B 0H0  
[bashawlibrary@prl.ab.ca](mailto:bashawlibrary@prl.ab.ca)  
(780) 372-4055  
Sept. 19, 2024

Theresa Fuller  
Town of Bashaw  
5011 – 52 Ave,  
Bashaw, AB, T0B 0H0

Dear Theresa,

I hope this message finds you well! I am writing on behalf of the Town of Bashaw Library Board to request a time for delegation in the Nov. 20<sup>th</sup>, 2024 council meeting to present our budget.

The library plays a vital role in our community, and we would like to share our plans for services, programs, and resources that will benefit all residents of Bashaw. We believe that discussing our proposal in person would provide a valuable opportunity to discuss our vision and answer any questions you may have.

Thank you for considering our request. We look forward to your response.

Warm regards,

Sara Chappell  
Library Manager  
On behalf of the Town of Bashaw Library Board



# Town of Bashaw Library Board

## Operating Grants, Revenues and Other Income

	Operating Budget		Actual (Projected)
	For the Year Ending December 31:		
	2025	2024	2024
<b>Grant Funding</b>			
County of Camrose	8,895	8,895	8,900
Parkland Library	8,411	8,484	8,411
Provincial Funds	13,648	13,648	13,648
Town of Bashaw	9,000	8,500	8,500
<i>Grant Funding</i>	\$ 39,954 86%	\$ 39,527 87%	\$ 39,459 87%
<b>Membership</b>			
Fees and Fines	1,060	} 1,000	1,010
Photocopies	210		200
<i>Membership</i>	\$ 1,270 3%	\$ 1,000 2%	\$ 1,210 3%
<b>Other Revenue</b>			
Bank Interest	680	200	290
Donations & Fundraising	4,800	4,800	4,735
<i>Other Revenue</i>	\$ 5,480 12%	\$ 5,000 11%	\$ 5,025 10%
<b>Total Revenue</b>	<b>\$46,704 100%</b>	<b>\$45,527 100%</b>	<b>\$45,694 100%</b>



## Expenses and Disbursements

	2025 Budget	2024 Budget	2024 Actual (Projected)
<b>Payroll/Contracted Workers</b>			
Manager Wages	39,180 (1)	} 30,000	34,130
Library Assistant Wages			2,860
ER Payroll Deductions Expens	3,280		300
Bookkeeping & Other Contrac	2,100 (1)		850
Custodial Contract	890		1,500
<i>Payroll/Contracted Workers</i>	\$ 45,450 83%	\$ 31,500 69%	\$ 38,140 78%
 <b>Staff Development</b>			
Mileage	490	-	470
<i>Staff Development</i>	\$ 490 1%	\$ - 0%	\$ 470 1%
 <b>Administration</b>			
Insurance	2,700 (2)	2,600	2,516
Rent	3,000 (3)	2,600	2,600
Supplies	1,320	} 2,000	1,260
Telephone	710		680
Advertising and Promotion	75		70
Memberships	85		80
Postage and Bank Fees	75		70
Other (Incl. \$4800 Furn. & Window Cove	-	5,000	2,320
<i>Administration</i>	\$ 7,965 15%	\$ 12,200 27%	\$ 9,596 20%
 <b>Program Delivery</b>			
Books, Videos, Magazines, et	480	} 1,827	460
Fines	-		-
Other	95		90
Non-print Materials	25		-
<i>Program Delivery</i>	\$ 575 1.1%	\$ 1,827 4%	\$ 550 1%
 <b>Total Expenses</b>	\$ 54,480 100%	\$ 45,527 100%	\$ 48,756 100%
<b>Net Income</b>	\$ (7,776) -14%	\$ - 0%	\$ (3,062) -6%



### **General Notes**

- 1.** Projected *Staffing* and *Bookkeeping & Other Contract* expenses include a potential litigation liability of \$5,125, included herein in compliance with Canadian *Generally Accepted Accounting Principles* (GAAP).
- 2.** Unless otherwise supported by firm estimates, all expenses are projected to increase by the anticipated inflation rate of 5%, including Insurance premiums which are expected to increase beyond 5% owing to numerous province-wide insurance claims in 2024.
- 3.** The Library Board has been advised that its Rent costs will increase in the 2025 fiscal year by of an as of yet undermined amount, in respose to which projected Rental costs have been increased by \$400.

# TOWN OF BASHAW LIBRARY



2024 SO FAR...

## MISSION:

EDUCATIONAL, RECREATIONAL, AND CULTURAL ENLIGHTENMENT OF THE MEMBERS OF THIS COMMUNITY AND SURROUNDING AREA.

## PATRONS

ACTIVE PATRONS: 272 HOURS OPEN: 1055

NEW PATRONS: 43 LIBRARY VISITS: 4231



## SERVICES

\*PUBLIC COMPUTER WIRELESS SESSIONS: 5991  
\*FREE WIFI WIRELESS USERS: 425  
\*WELCOMING SPACE  
\*SHUT-IN DELIVERY  
\*ORDERING ITEMS  
\*COMMUNITY COLLABORATIONS



## COLLECTION

*BOOKS	*MAGAZINES	COLLECTION: 7597
*E-CONTENT	*AUDIOBOOKS	CHECKOUTS: 5071
*DVD'S/BLURAY	*TOYS	NEW ITEMS: 522
*EQUIPMENT	*LARGE PRINT	E-CONTENT
*GAMES	*AUDIO PLAYER	DOWNLOADS: 990
*PUZZLES	*WIFI HUB	
*E-CONTENT		
*AUDIOBOOKS		

## PROGRAMS

\*SENIOR DIGITAL LITERACY  
\*ART-VENTURES  
\*COMMUNITY COLLABORATIONS  
\*DUNGEONS AND DRAGONS  
\*TAX CLINIC  
\*GOLDEN TICKET  
\*SUMMER READING PROGRAM  
\*AND MORE!

WE OFFERED OVER 122 PROGRAMS SO FAR THIS YEAR WITH 319 PARTICIPANTS!





**REGULAR MEETING OF COUNCIL  
MINUTES  
November 6, 2024, 6:00 pm  
Council Chambers & Zoom Access**

**In Person:** CAO Fuller (5:50pm), Councillor McIntosh (5:50pm), Deputy Mayor Orom (5:50pm), Councillor Gust (5:50pm), Councillor Northey (5:50pm), Foreman Schmidt (5:50pm) and Mayor Rob McDonald (5:50pm).

**Council by Zoom:** none

**Absent with notice:** Secretary Morrison

**Recording Secretary:** CAO Fuller

**Public:** Fire Chief-Dustin Hemingson (5:50 pm)

**Public Zoom:** Lisa Turcotte (6:05 pm)

**Press by zoom:** Kevin Sabo (6:00 pm)

1. CALL TO ORDER by Mayor McDonald (6:00pm)

2. ADOPTION OF AGENDA

**MOVED** by Councillor Northey to approve the November 6, 2024, Regular Meeting of Council Agenda  
**MOTION #189-2024** **CARRIED**

3. PUBLIC HEARINGS – none

4. DELEGATIONS - None

5. APPROVAL OF MINUTES

5.1 Minutes of the October 16, 2024, Organizational Meeting of Council

**MOVED** by Councillor McIntosh to approve minutes of the October 16, 2024, Organizational Meeting of Council.  
**MOTION #190-2024** **CARRIED**

5.2 Minutes of the October 16, 2024, Regular Meeting of Council

**MOVED** by Deputy Mayor Orom to approve minutes of the October 16, 2024, Regular Meeting of Council.  
**MOTION #191-2024** **CARRIED**

1. CONSENT AGENDA

6.1 CAO Report

6.2 Foreman Report – Introduction to Rick Schmidt new Foreman

Mayor McDonald requested to move consent agenda item 6.2 added to the agenda as item 7.05 in the New & Unfinished business.

## 7. NEW & UNFINISHED BUSINESS

### 7.05 Foreman Report – Introduction to Rick Schmidt new Foreman

Foreman Schmidt introduced himself to council and informed them of the current public works activities.  
Foreman Schmidt left the meeting at 6:08 pm.

### 7.1 Bashaw Fire Department – Wildland Fire Deployment discussion

**MOVED** by Councillor McIntosh to direct the Fire Chief and Administration to create an updated draft of the Bashaw Fire Department Standard Operating Guidelines to include Wildland Fire Deployments based on the Alberta Wildland Urban Interface Guidelines.

**MOTION #192-2024** CARRIED

**MOVED** by Councillor McIntosh to direct administration to request formal approval from Camrose County to use the Wildland truck for deployment to Wildland Fire events.

**MOTION #193-2024** CARRIED

**MOVED** by Councillor McIntosh to approve deployment of Bashaw Fire Fighters to attend provincial wildland fire events for the 2025 fire season; as per the Alberta Wildland Urban Interface Guidelines, as long as the Fire Fighters are trained to the acceptable standard, and there are enough fire fighters remaining in the community for fire response requirements as per the updated standard operating guidelines.

**MOTION #194-2024** CARRIED

Fire Chief Hemingson left the meeting at 6:23 pm.

### 7.2 Rescind Direct Control Motions

**MOVED BY** Councillor McIntosh to rescind motion #324-2016 on November 6, 2024, regular meeting of Bashaw Town Council.

**MOTION #195-2024** CARRIED

**MOVED BY** Councillor McIntosh to rescind motion #063-2017 on November 6, 2024, regular meeting of Bashaw Town Council.

**MOTION #196-2024** CARRIED

### 7.3 2025 Interim Budget

**MOVED** by Councillor Gust to approve the 2025 Interim Operating Budget as presented.

**MOTION #197-2024** CARRIED

## 8. COMMITTEE REPORTS – none

## 9. CORRESPONDENCE ITEMS – none

**MOVED** by Councillor McIntosh to enter Closed Meeting of Council for 10.1 Land – Lot Purchase offer – FOIP Section 24 and 10.2 Legal – Arena Operations – FOIP Section 23 at 6:29 pm.

**MOTION #198-2024** CARRIED

Press- Kevin Sabo left the meeting at 6:29 pm.

Lisa Turcotte left the meeting at 6:29 pm

Spencer Croteau arrived at the meeting at 6:35 pm.

## 10. CLOSED MEETING OF COUNCIL

10.1 Land – Lot Purchase offer – FOIP Section 24

10.2 Legal – Arena Operations – FOIP Section 23

Spencer Croteau left the meeting at 6:45 pm.

**MOVED** by Councillor McIntosh to exit Closed Meeting of Council at 7:36 pm.

**MOTION #199-2024**

CARRIED

**MOVED** by Councillor McIntosh to accept lot purchase offer of \$20,000 from Spencer Croteau for lot 9, block 48, plan 802 0160, with requirement to develop within 2 years.

**MOTION #200-2024**

CARRIED

**MOVED** by Mayor McDonald to direct administration to generate a lease agreement for Bashaw Minor Hockey and Bashaw Figure Skating to lease and operate the Bashaw Arena.

**MOTION #201-2024**

CARRIED

**MOVED** by Councillor McIntosh to invite the user groups (Minor Hockey and Figure Skating) to discuss the transfer of operations of the Bashaw Arena to the user groups, effective for the fall 2025 Arena operations season.

**MOTION #202-2024**

CARRIED

11. NOTICES OF MOTION - none

12. NEXT MEETING - Regular Meeting – November 20, 2024, Regular Meeting of Council – 6:00 pm

13. ADJOURNMENT – Councillor Northey adjourned the meeting at 7:40 pm.

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CHIEF ELECTED OFFICIAL, Rob McDonald

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CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller



November 12, 2024

Theresa Fuller  
CAO  
Bashaw, AB

Dear Theresa Fuller,

Please find attached the quarterly Community Policing Report attached that covers the July 1<sup>st</sup> to September 30<sup>th</sup>, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Bashaw Detachment.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. As the deployment of BWCs to each detachment will take approximately 12-18 months, I will reach out to inform you of when you are expected to receive it. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at [EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca](mailto:EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca)

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Cleveland,Trent  
Adam,000171367

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Adam,000171367  
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Sergeant Trent A. Cleveland  
Chief of Police (Detachment Commander)  
Bashaw Detachment





## Alberta RCMP - Provincial Policing Report

### Detachment Information

**Detachment Name**

Bashaw

**Detachment Commander**

Sergeant Trent A. CLEVELAND

**Report Date**

October 1, 2024

**Fiscal Year**

2024-25

**Quarter**

Q2 (July - September)

### Community Priorities

**Priority #1: Crime Reduction****Updates and Comments:**

Second quarter, the Bashaw Detachment target is on pace for the annual target to reduce property crime. First quarter was 26 occurrences, second quarter was 23 occurrences. Each quarter has been consistent with each other averaging 24 theft occurrences.

**Priority #2: Police / Community Relations - Crime Prevention****Updates and Comments:**

This quarter, the Bashaw RCMP Detachment participated in the Bashaw Hometown Days parade. All of the Detachment members and staff were involved with the parade and the RCMP organized classic vintage RCMP patrol vehicles to participate in the parade and on main street. After the parade, members and employees set up on main street for Stuff the Cruiser. RCMP was able to raise over \$400 in donations, along with donations for the food bank, school supplies and silent Santa.

**Priority #3: Traffic - Safety (motor vehicles, roads)****Updates and Comments:**

A detachment monthly expectation for traffic interactions was created for the fiscal year. Each month the constables are expected to interact with at least 10 motor vehicle drivers. This includes, issuing violation tickets, issuing warnings or conducting street checks. For the year, the Detachment has





already increased its road safety with traffic interactions from 142 to 268. The Detachment is on pace to meet or exceed the annual target.





## Community Consultations

### Consultation #1

**Date**

August 24, 2024

**Meeting Type**

Community Connection

**Topics Discussed**

Education Session; Youth

**Notes/Comments:**

Bashaw Hometown Days

- Bashaw RCMP participated in the Bashaw Hometown Days parade
- Members led the parade and all detachment members and employees participated
- The YIELD program attended with their RCMP race cars and had two vintage RCMP vehicles participate
- After the parade, members set up on the main street with two police vehicles for stuff the cruiser. Proceeds were raised for the food bank, and included cash donations and school supplies

### Consultation #2

**Date**

August 28, 2024

**Meeting Type**

Community Connection

**Topics Discussed**

Education Session; Crime Reduction Initiatives

**Notes/Comments:**

Education sessions and Visits with Seniors (Coffee with a Cop):

- Started a new monthly initiative to meet with seniors at Bashaw Meadows
- Hosted educational sessions to keep seniors updated on how to protect themselves
- Continued visits to interact with the seniors



### Consultation #3

<b>Date</b>	<b>Meeting Type</b>
August 29, 2024	Meeting with Stakeholders
<b>Topics Discussed</b>	
Education Session; Crime Reduction Initiatives	
<b>Notes/Comments:</b>	
Meeting about the pilot project under the Red Deer Rural Restorative Justice Program and progress made. Six facilitators and the program's Executive Director, Alix Community Resource Centre, Alix MAC School Principal and Counselor, County Peace Officer(s) and members of our municipal Council all in attendance.	

### Consultation #4

<b>Date</b>	<b>Meeting Type</b>
September 12, 2024	Meeting with Elected Officials
<b>Topics Discussed</b>	
Regular Reporting/Information Sharing; Crime Reduction Initiatives	
<b>Notes/Comments:</b>	
Quarterly Community Consultative Group meeting. Topics of discussion included:	
<ul style="list-style-type: none"><li>• Updates on Detachment resources and vacancies</li><li>• Review and discussion on the Detachment's Annual Performance Plan</li><li>• Planned events/initiatives for the upcoming year, including school and community education sessions</li><li>• Crime reduction and prevention plans</li></ul>	

### Consultation #5

<b>Date</b>	<b>Meeting Type</b>
September 25, 2024	Community Connection
<b>Topics Discussed</b>	
Education Session; Crime Reduction Initiatives	
<b>Notes/Comments:</b>	
Education Sessions and Visits with Seniors (Coffee with a Cop). Continued visits with seniors to continue building relationships and educate this community on protecting themselves.	





## Crime Statistics

The following table provides policing statistics on actual offences within the periods listed. Please see the Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
<b>Total Criminal Code</b>	75	98	+ 31%	381	364	- 4%
Persons Crime	15	17	+ 13%	66	69	+ 5%
Property Crime	51	69	+ 35%	262	252	- 4%
Other Criminal Code	9	12	+ 33%	53	43	- 19%
<b>Drugs Offences</b>	0	0	n/a	8	0	- 100%
<b>Total Federal Acts</b>	1	1	0%	13	7	- 46%
<b>Total Provincial Acts <sup>4</sup></b>	42	49	+ 17%	132	152	+ 15%
<b>Municipal By-Laws</b>	5	10	+ 100%	16	25	+ 56%
<b>Motor Vehicle Collisions</b>	60	30	- 50%	257	251	- 2%
<b>Total Traffic Offences</b>	193	242	+ 25%	672	842	+ 25%
Provincial Code Traffic	187	226	+ 21%	660	824	+ 25%
Criminal Code Traffic	5	15	+ 200%	10	16	+ 60%
Other Traffic	1	1	0%	2	2	0%

**Notes:**

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

**Trends / Points of Interest**





## Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	6	4	0	2
Detachment Support	2	2	0	0

### Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments:

Police Officers: Of the six established positions, four officers are currently working with none on special leave. There are two hard vacancies at this time. NOTE: For quarter 3 (current), the Bashaw Detachment filled the Corporal Ops. NCO position with a lateral transfer who started October 25, 2024. The vacant Constable position will be filled with a lateral transfer in January 2025. The selected constable is on a 90 hold with the current detachment that the constable is working in.

Detachment Support: Of the two established positions, two resources are currently working with none on special leave. There is no hard vacancy at this time.

Cleveland, Trent  
Adam,00017136  
7

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Cleveland, Trent  
Adam,000171367  
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-07'00'





## Bashaw Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	1	2	0	0	-100%	N/A	-0.5
Drug Enforcement - Trafficking		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
<b>Total Drugs</b>		<b>4</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>-100%</b>	<b>N/A</b>	<b>-0.9</b>
Cannabis Enforcement		1	0	0	0	0	-100%	N/A	-0.2
Federal - General		1	1	0	1	1	0%	0%	0.0
<b>TOTAL FEDERAL</b>		<b>6</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>-83%</b>	<b>0%</b>	<b>-1.1</b>
Liquor Act		1	0	1	0	0	-100%	N/A	-0.2
Cannabis Act		1	0	0	1	0	-100%	-100%	-0.1
Mental Health Act		22	13	9	16	23	5%	44%	0.5
Other Provincial Stats		49	38	28	25	26	-47%	4%	-5.9
<b>Total Provincial Stats</b>		<b>73</b>	<b>51</b>	<b>38</b>	<b>42</b>	<b>49</b>	<b>-33%</b>	<b>17%</b>	<b>-5.7</b>
Municipal By-laws Traffic		2	1	0	0	0	-100%	N/A	-0.5
Municipal By-laws		5	8	4	5	10	100%	100%	0.7
<b>Total Municipal</b>		<b>7</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>10</b>	<b>43%</b>	<b>100%</b>	<b>0.2</b>
Fatals		1	1	2	1	0	-100%	-100%	-0.2
Injury MVC		8	4	4	8	2	-75%	-75%	-0.8
Property Damage MVC (Reportable)		28	41	57	47	25	-11%	-47%	0.0
Property Damage MVC (Non Reportable)		1	3	7	4	3	200%	-25%	0.5
<b>TOTAL MVC</b>		<b>38</b>	<b>49</b>	<b>70</b>	<b>60</b>	<b>30</b>	<b>-21%</b>	<b>-50%</b>	<b>-0.5</b>
Roadside Suspension - Alcohol (Prov)		0	4	7	4	6	N/A	50%	1.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>300</b>	<b>184</b>	<b>168</b>	<b>187</b>	<b>226</b>	<b>-25%</b>	<b>21%</b>	<b>-14.5</b>
<b>Other Traffic</b>		<b>3</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>-67%</b>	<b>0%</b>	<b>-0.3</b>
<b>Criminal Code Traffic</b>		<b>7</b>	<b>8</b>	<b>2</b>	<b>5</b>	<b>15</b>	<b>114%</b>	<b>200%</b>	<b>1.3</b>
<b>Common Police Activities</b>									
False Alarms		5	3	5	4	4	-20%	0%	-0.1
False/Abandoned 911 Call and 911 Act		8	1	2	1	0	-100%	-100%	-1.6
Suspicious Person/Vehicle/Property		55	53	55	38	41	-25%	8%	-4.3
Persons Reported Missing		4	0	2	3	2	-50%	-33%	-0.1
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		11	13	18	12	8	-27%	-33%	-0.7
Form 10 (MHA) (Reported)		2	0	3	4	5	150%	25%	1.0



## Bashaw Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

October 8, 2024

All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		3	2	0	1	0	-100%	-100%	-0.7
Other Sexual Offences		1	1	1	0	0	-100%	N/A	-0.3
Assault		15	8	5	9	7	-53%	-22%	-1.5
Kidnapping/Hostage/Abduction		0	0	0	0	1	N/A	N/A	0.2
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		4	5	6	2	3	-25%	50%	-0.5
Uttering Threats		4	1	3	3	6	50%	100%	0.6
<b>TOTAL PERSONS</b>		<b>27</b>	<b>17</b>	<b>15</b>	<b>15</b>	<b>17</b>	<b>-37%</b>	<b>13%</b>	<b>-2.2</b>
Break & Enter		12	12	15	8	8	-33%	0%	-1.2
Theft of Motor Vehicle		11	20	8	5	7	-36%	40%	-2.3
Theft Over \$5,000		3	1	3	6	4	33%	-33%	0.7
Theft Under \$5,000		21	29	24	12	16	-24%	33%	-2.7
Possn Stn Goods		11	11	4	0	4	-64%	N/A	-2.5
Fraud		5	3	6	7	4	-20%	-43%	0.2
Arson		2	0	0	0	1	-50%	N/A	-0.2
Mischief - Damage To Property		11	28	10	12	12	9%	0%	-1.4
Mischief - Other		6	4	7	1	13	117%	1200%	1.1
<b>TOTAL PROPERTY</b>		<b>82</b>	<b>108</b>	<b>77</b>	<b>51</b>	<b>69</b>	<b>-16%</b>	<b>35%</b>	<b>-8.3</b>
Offensive Weapons		3	3	6	0	0	-100%	N/A	-0.9
Disturbing the peace		3	2	3	1	4	33%	300%	0.1
Fail to Comply & Breaches		1	5	4	3	2	100%	-33%	0.0
<b>OTHER CRIMINAL CODE</b>		<b>6</b>	<b>7</b>	<b>3</b>	<b>5</b>	<b>6</b>	<b>0%</b>	<b>20%</b>	<b>-0.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>13</b>	<b>17</b>	<b>16</b>	<b>9</b>	<b>12</b>	<b>-8%</b>	<b>33%</b>	<b>-1.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>122</b>	<b>142</b>	<b>108</b>	<b>75</b>	<b>98</b>	<b>-20%</b>	<b>31%</b>	<b>-11.5</b>

**TOWN OF BASHAW  
MONTHLY STATEMENT  
October 31, 2024**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 1,292,559.81	\$ 546,561.04	\$ 1,839,120.85
RECEIPTS FOR THE MONTH	\$ 37,907.95		\$ 37,907.95
ALBERTA DIRECT DEPOSIT	\$ 32,238.47		\$ 32,238.47
VOID			\$ -
<b>CCUBC /ROYALJATB /DEBIT- PAYMENTS</b>	\$ 76,962.69		\$ 76,962.69
SERVUS CREDIT UNION - INTEREST	\$ 4,879.25		\$ 4,879.25
TERM INTEREST #49	\$ 1,429.11		\$ 1,429.11
TERM INTEREST #51	\$ 547.50	\$ -	\$ 547.50
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
<b>SUB-TOTAL</b>	\$ 1,446,524.78	\$ 546,561.04	\$ 1,993,085.82
DISBURSEMENTS FOR THE MONTH	\$ 200,334.29		\$ 200,334.29
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
<b>BANK ERROR INTEREST</b>			\$ -
			\$ -
<b>DEBIT MACHINE &amp; TRANSACTIONS</b>	\$ 40.41		\$ 40.41
<b>BANK CONFIRMATION FEE</b>	\$ -		
<b>SCHOOL PAYMENT</b>	\$ -		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
<b>BALANCE AT END OF MONTH</b>	\$ 1,246,150.08	\$ 546,561.04	\$ 1,792,711.12
<b>BANK BALANCE AT MONTH END</b>	\$ 1,350,799.85	\$ 546,561.04	\$ 1,897,360.89
OUTSTANDING DAILY DEPOSITS	\$ -		\$ -
OUTSTANDING ONLINE/INTERAC	\$ 2,403.17		\$ -
OUTSTANDING DIR DEPOSITS	\$ -		
<b>SUB-TOTAL</b>	\$ 1,353,203.02	\$ 546,561.04	\$ 1,899,764.06
LESS OUTSTANDING CHEQUES	\$ 107,052.94		\$ 107,052.94
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 1,246,150.08	\$ 546,561.04	\$ 1,792,711.12

THIS STATEMENT SUBMITTED TO COUNCIL

November 20, 2024

\_\_\_\_\_  
MAYOR

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

System: 2024-11-06 1:54:02 PM  
User Date: 2024-10-31

Town of Bashaw  
RECONCILIATION POSTING JOURNAL  
Bank Reconciliation

Page: 1  
User ID: Finance

Audit Trail Code: CMADJ00000318  
Chequebook ID: CREDIT UNION  
Description: Credit Union General Account

Bank Statement Ending Balance: \$1,350,799.85  
Bank Statement Ending Date: 2024-10-31  
Cutoff Date: 2024-10-31

Statement Ending Balance	\$1,350,799.85
Outstanding Cheques (-)	\$107,052.94
Deposits in Transit (+)	\$2,403.17
	<hr/>
Adjusted Bank Balance	\$1,246,150.08
	<hr/>
Chequebook Balance as of Cutoff	\$1,246,150.08
Adjustments	\$0.00
	<hr/>
Adjusted Book Balance	\$1,246,150.08
	<hr/>
Difference	\$0.00
	<hr/> <hr/>

## Jul - Sep '24 QPR



### **Prepared For**

Town of Bashaw

### **Address**

Town of Bashaw  
5020 52 Street  
Bashaw, AB T0B 0H0

### **Performed By**

Allison Dennis

### **Reporting Period**

**Quarterly Period**

Jul 2024 - Sep 2024

## **Tracking Savings**

SavingsTracker is used to track and report PM & project-specific energy costs savings versus a designated baseline period (Jan 2022 - Nov 2023). SavingsTracker uses ambient temperature regression models to minimize the effects of weather variations and increase the accuracy of measured savings. Energy savings are measured by comparing the post-implementation consumption vs. the model's prediction of energy consumption if no change was made. This allows us to verify the savings generated from the implementation efforts in the facility. This method of measuring savings is recommended by the International Performance, Measurements and Verification Protocols (IPMVP), the Federal Energy Management Program (FEMP) Measurement and Verification Guidelines and ASHRAE Guideline 14.

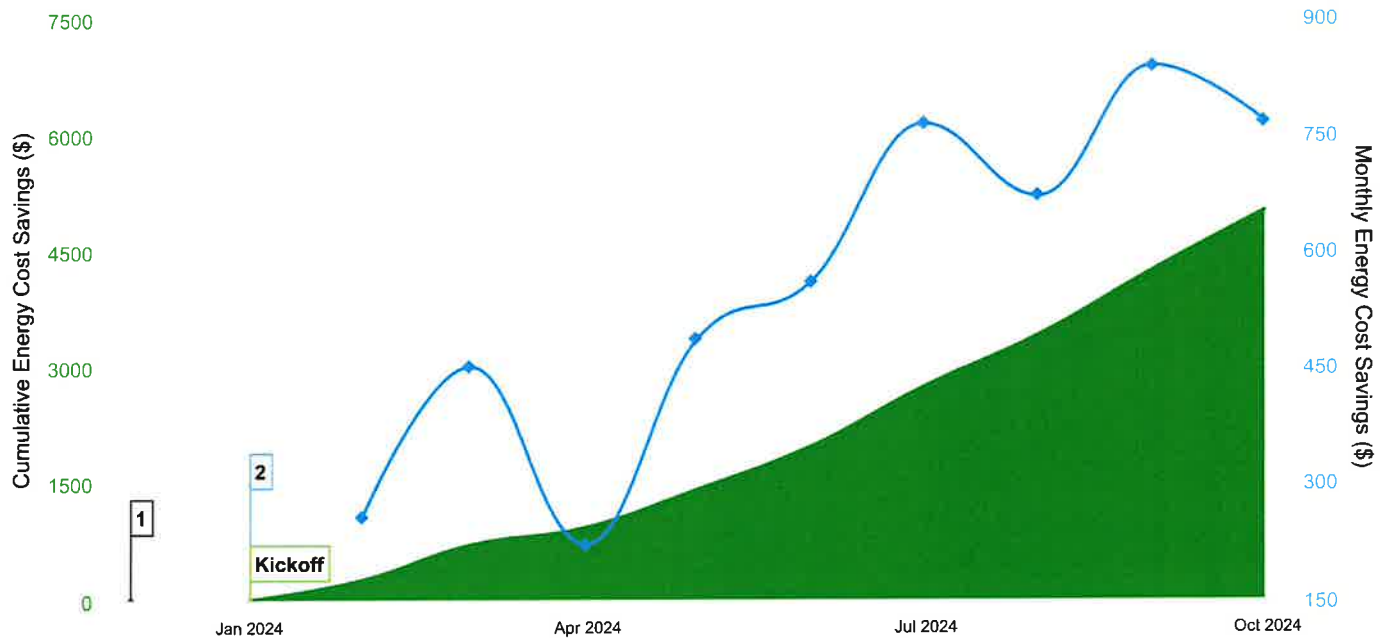
**Cumulative Savings**

Predicted Cost	Prorated Actual Cost	Savings (\$)	Savings (%)
\$21,383	\$16,367	\$5,016	23.5

The building evaluated has a gross floor area of 1,254 square meters and an annual energy spend of \$26,620.32 or \$21.23 per square meter.

The Cumulative Savings shown here is normalized for weather comparing the post preventative maintenance (PM) period to what we would have expected the building to use had no actions been taken.

Looking at the graph, we can clearly see that the cumulative savings trend is currently positive. Accounting for the 0 negative months and 9 positive months since kick-off results in the cumulative savings of \$5,016 or a 23.5% reduction in energy spend. The positive savings from work performed is evident.



**Actions Performed**

**1) Baseline End** *Nov 2023*

This is the last month of the baseline period we are using for weather normalization and prediction of your expected energy consumption. From this month forward we will be tracking cost savings in the implementation period.

**2) Kickoff** *Jan 2024*

This is the kickoff date for the Project in your facility that we are tracking savings for. This date started the post implementation period and reflects the start of our energy savings work.

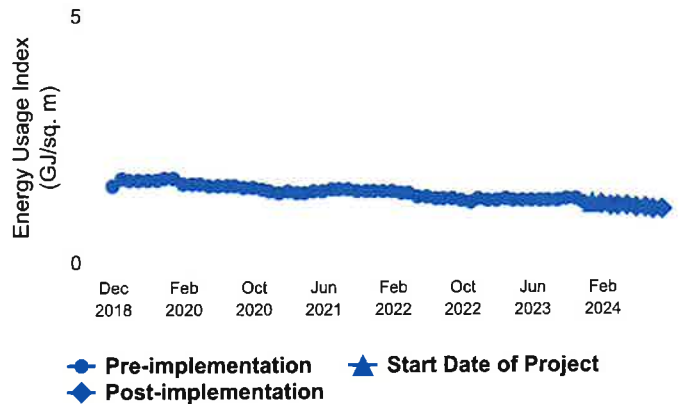
# Building Performance Trends

The building performance trends are highlighted here for Energy Use Intensity, financial impact since the preventative maintenance started, and also how weather and cost trends on a daily basis.

## Energy Trend

The Energy Usage Index (EUI) is derived by dividing 12 months of electric and fuel consumption by the building area. This metric is used to compare Pre- and Post-Implementation consumption. The goal is to drive the EUI as low as possible, as a decrease in EUI relates to a reduction in energy consumption.

The score at this facility has been on the decline since kick-off. Following energy saving work performed, the EUI is currently 0.2 GJ per square meter less than it was at kick-off.



## Percentage Change Trend

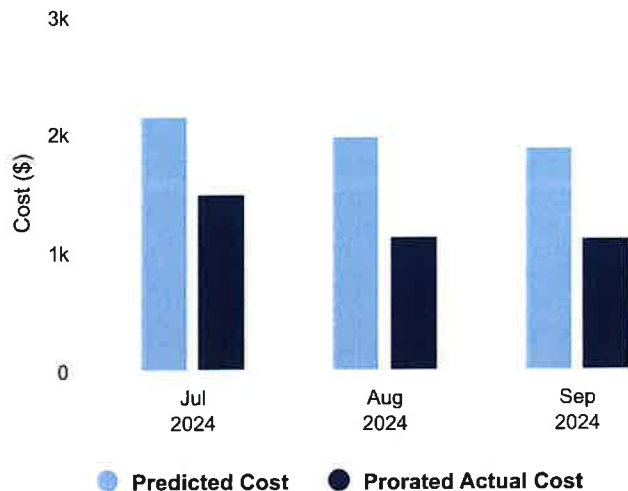
The percentage change in monthly cost trend since the kick-off is illustrated. A positive value is indicative of energy cost savings while a negative indicates added energy spend. The goal is to push this number as high as possible and at the bare minimum keep it positive.

Following the kick-off of SavingsTracker, the "Percentage Change Trend" has ranged from a low of 7.2% to a high of 42.4%. Accounting for the gains and losses seen to date equates to an average 23.5% decrease in total energy spend.

## Month Over Month Comparison

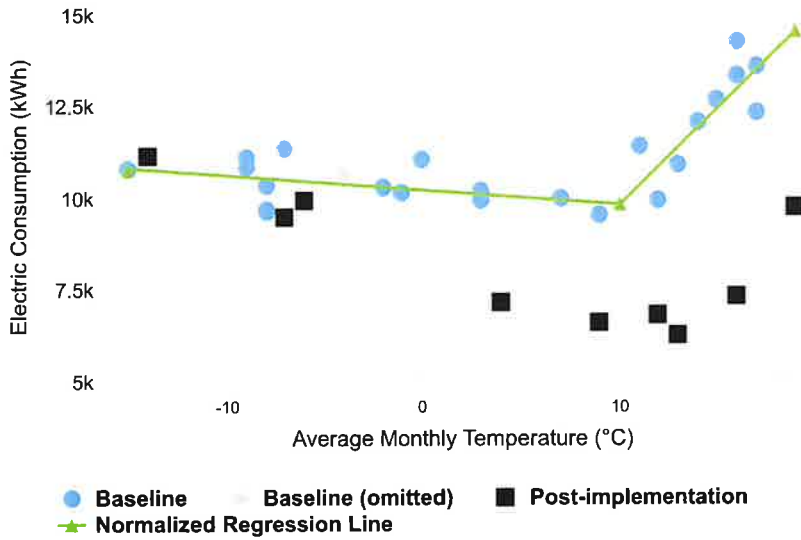
The normalized baseline cost versus the actual cost is shown here for each month since kick-off. This illustrates the magnitude of the change in cost on a month-by-month basis.

Month	Predicted Cost	Prorated Cost	Total Savings
July	\$2,156	\$1,485	\$670
August	\$1,975	\$1,136	\$838
September	\$1,884	\$1,117	\$767



# Electric Performance

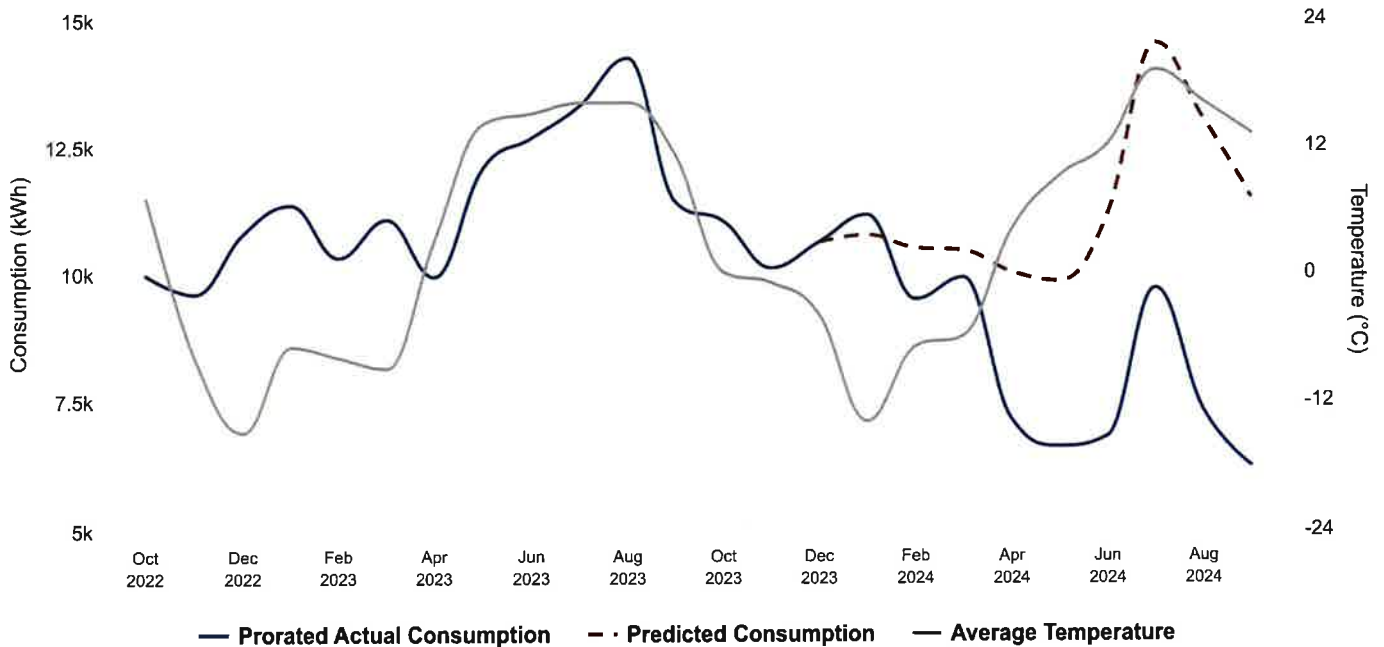
The information on this page highlights the electrical performance from a consumption and savings perspective.



## Electric Consumption vs. Outside Temperatures

Monthly electric consumption is shown here versus the average outside temperature, illustrating the relationship between heating/cooling demand and consumption.

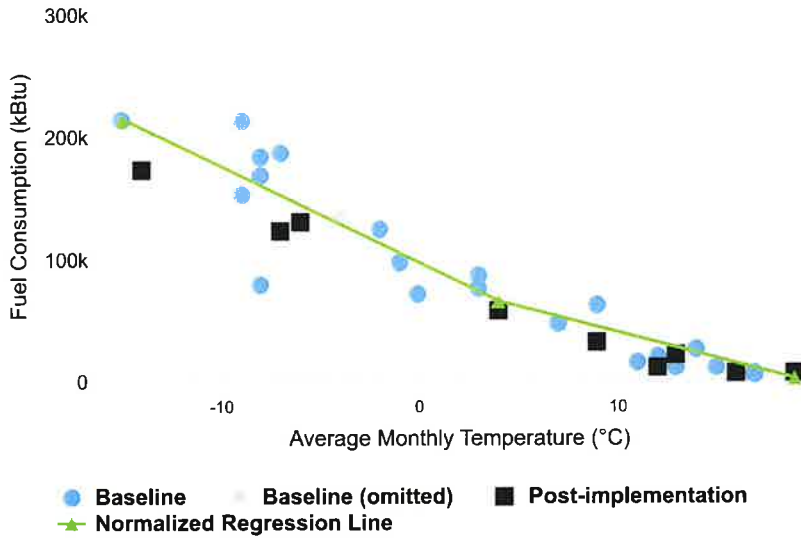
## Prorated vs Predicted Electric Consumption



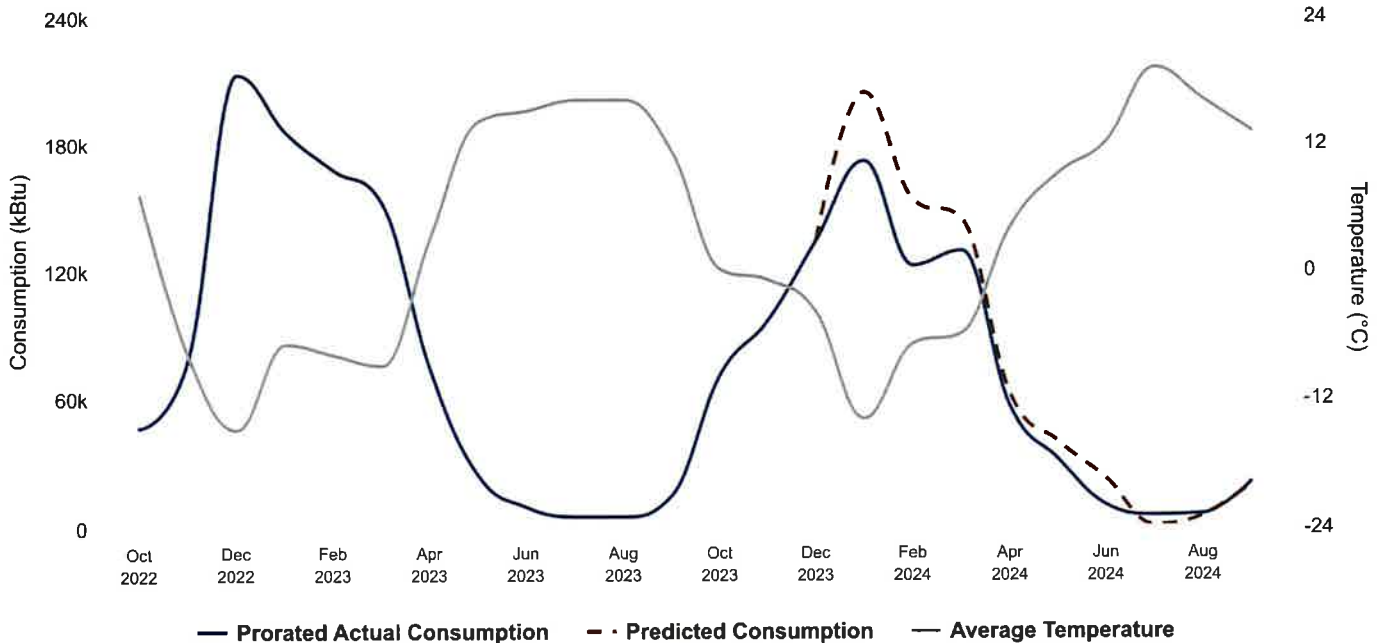
The Electric consumption for the building is shown here for the baseline period and the implementation period to allow for visual comparison versus outside weather. Once implementation has occurred, then we track and compare what we expect the Electric consumption to have been had nothing changed, versus what it actually is.

# Fuel Performance

The information on this page highlights the combination of all Fuel types, and their overall performance from a consumption and savings perspective.



## Prorated vs Predicted Fuel Consumption

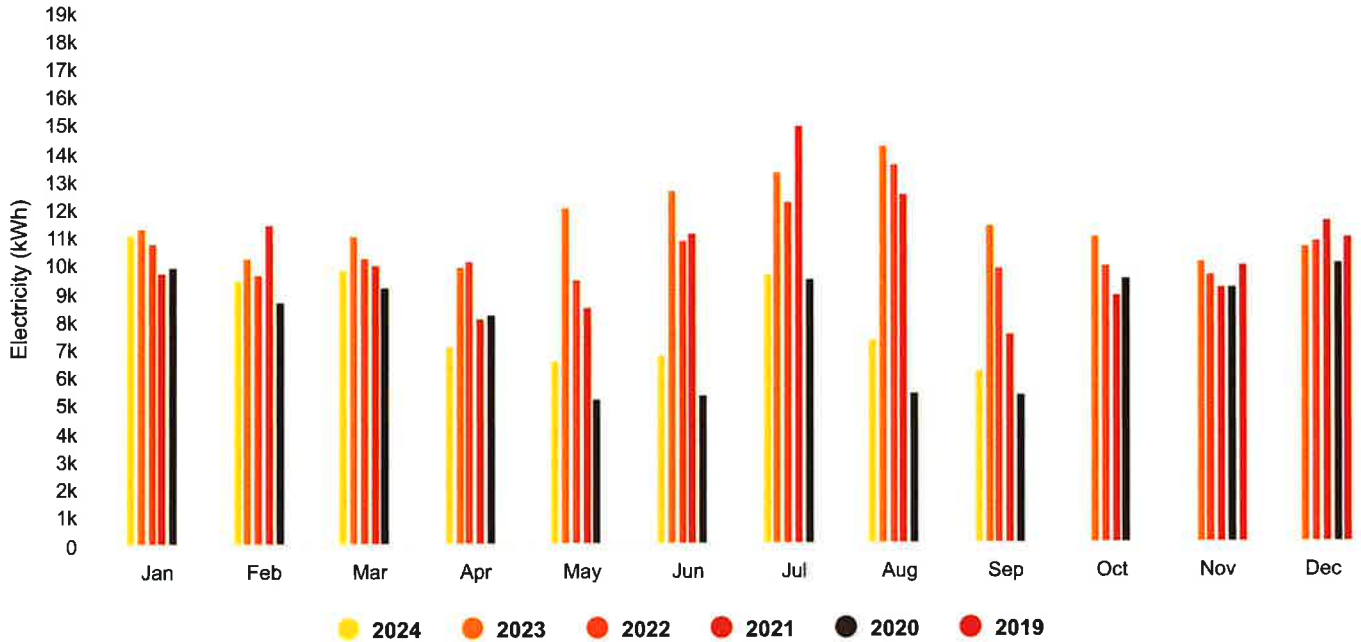


The Fuel consumption for the building is shown here for the baseline period and the implementation period to allow for visual comparison versus outside weather. Once implementation has occurred, then we track and compare what we expect the Fuel consumption to have been had nothing changed, versus what it actually is.

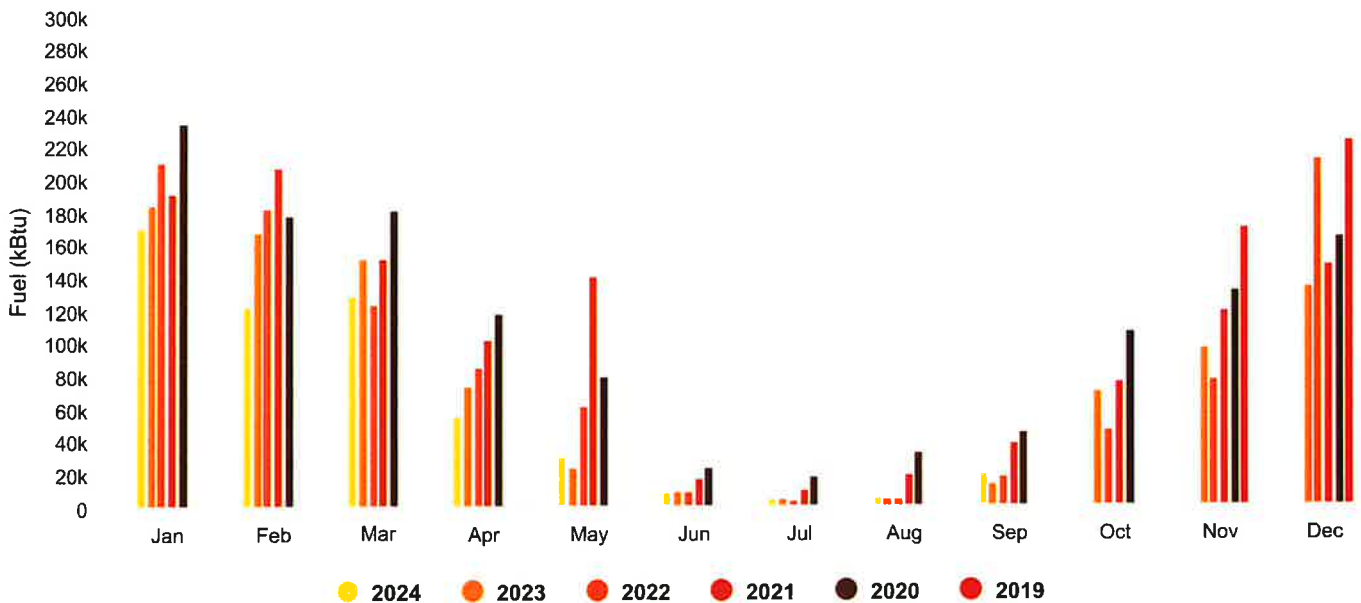
# Energy Consumption Trends

The historical monthly energy consumption trends are presented year over year to allow for pattern analysis. These are prorated values derived from the actual utility bills and have not been normalized for weather. They are presented here by energy type. The historical bar graphs show up to 5 years of consumption data from the current quarter end date to highlight trends over time.

## Monthly Electric Consumption



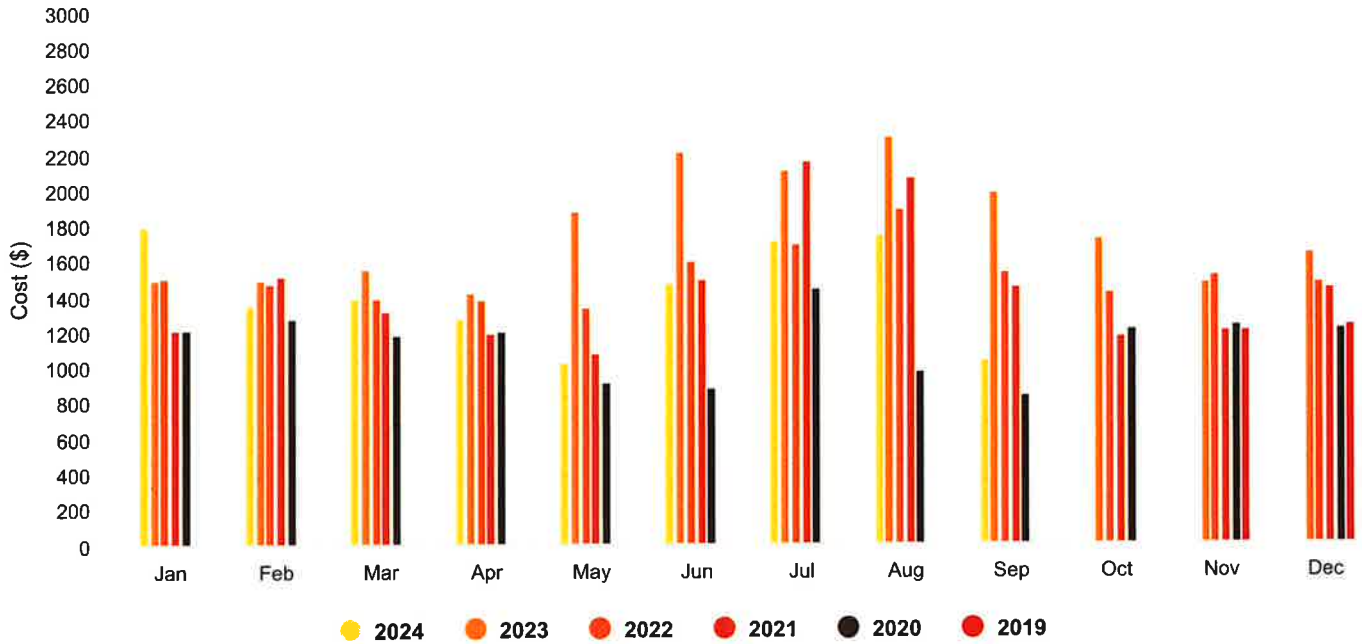
## Monthly Fuel Consumption



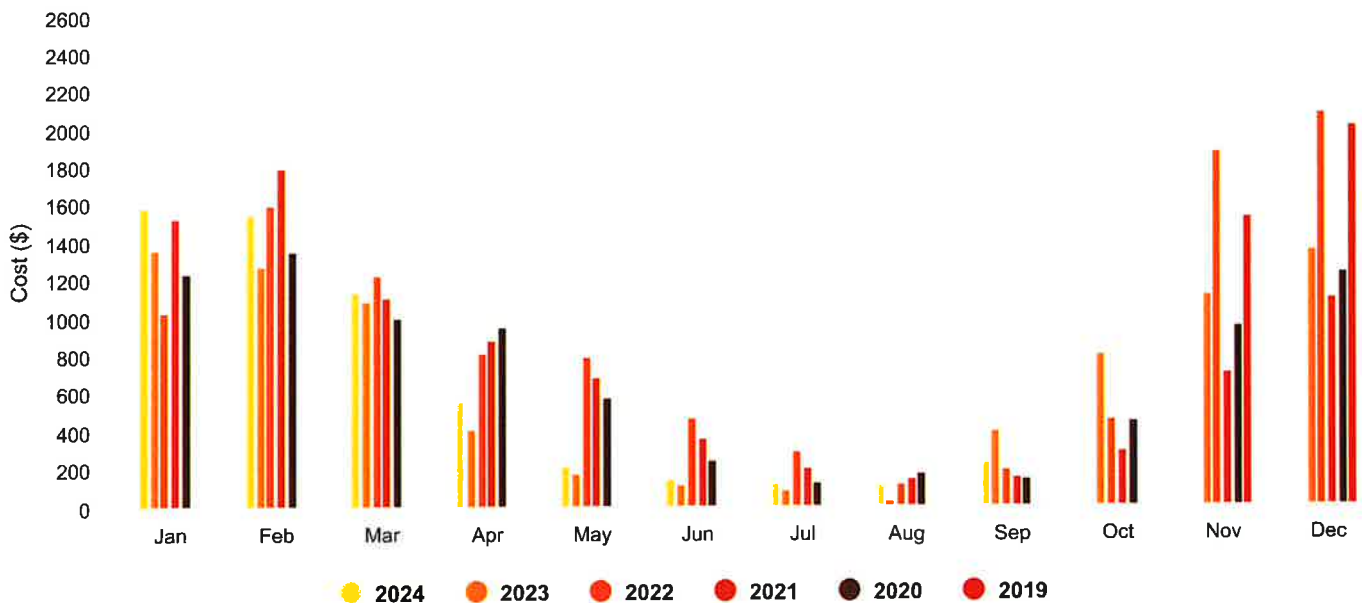
## Energy Cost Trends

The historical monthly energy cost trends are presented year over year to allow for pattern analysis. These are prorated values derived from the actual utility bills and have not been normalized for weather. They are presented here by energy type. The historical bar graphs show up to 5 years of cost data from the current quarter end date to highlight trends over time.

### Monthly Electric Cost



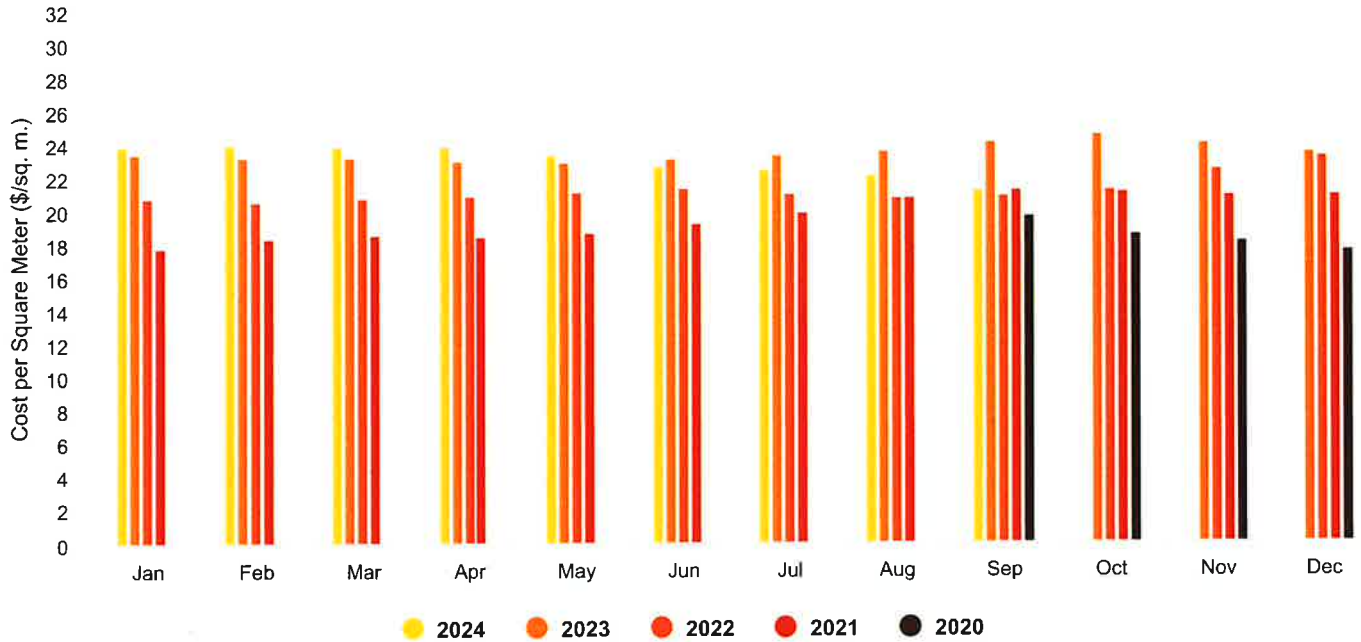
### Monthly Fuel Cost



## Energy Cost Per Square Meter Trends

The historical monthly energy cost per square meter trends are presented year over year to allow for pattern analysis. The cost per square meter is calculated annually, so each month/year on the graph reflects 12 months of bills. These are prorated values derived from the actual utility bills and have not been normalized for weather. The historical bar graphs show up to 5 years of cost per square meter data from the current quarter end date to highlight trends over time.

### Monthly Energy Cost Per Square Meter



**Water Reconciliation 2024**

Billed WTP

HWY 12 21 TOWN

	CUBES	CUBES	DIFF	Metered	DIFF	Total Loss	Daily Ave WTP	Water Loss/Break Commentary
JAN	11362	11133	229	6298	4835	5064	506	
FEB	8405	8308	97	4702	3606	3703	437	Water Break noted, Jan 21 - Feb 6, 2024.
MAR	5944	5594	350	6437	-843	-493	280	Repaired Feb 6, 2024.
APR	6850	6922	-72	5247	1675	1603	330	
MAY	7216	7020	196	6421	599	795	319	
JUN	7195	7021	174	7174	-153	21	351	
JUL	8752	9000	-248	7090	1910	1662	429	
AUG	7158	6662	496	6019	643	1139	317	
SEP	7170	6597	573	6302	295	868	330	
OCT	7034	6919	115	6246	673	788	219	
NOV			0		0	0		
DEC			0		0	0		
	<b>77086</b>	<b>75176</b>	1910	55638		15150		
			2.5407			20.15270831		



## Chair's Message

On behalf of the PCPS Board of Directors, I have been asked to inform our members that PCPS is at a critical decision point. PCPS is fast approaching the minimum 25% level of funds required to operate the organization for 3 months, as required by the PCPS Master Agreement. What this means is that significant changes need to be made for PCPS to continue to provide services to its members.

PCPS budget challenges over the past year include:

1. **High Overhead:** PCPS will be looking at options to reduce operating costs, all things are on the table including facility, operations and staffing.
2. **Not Meeting Project Budget Projections:** PCPS has not been able to initiate a lot of the projects which were approved in our 2024-25 work plan with member municipalities; and once initiated, maintain the momentum to complete them as scheduled.
3. **Municipalities Not Using PCPS for Larger Projects:** PCPS has to be used by member municipalities whenever possible.

PCPS Options for the future:

1. Work on the three challenges above and re-evaluate at the Dec.20 2024 PCPS Board meeting.
2. Update the membership agreements to raise pricing
3. Start preparations for the dissolving of PCPS
  - movement of SDAB to another entity
  - possible partnership with another Planning service

**My key message is: "if municipalities do not support PCPS with more work, it will not survive."**

The sustainability of PCPS depends on our ability to reduce our overhead, and secure larger and more planning projects. Our Director will be in touch with each of you to discuss your municipalities projects in the Three (3) Year Work Plan, and perhaps new projects to add. The Board is still committed to PCPS, we just have to do it a little differently.

Thank you for your continued support and belief in the PCPS concept.

Tracey Hallman

**BASHAW STAKEHOLDER MEETING - A G E N D A**  
**Wednesday, November 14, 2024 - 6:30 pm**  
**Town Office Council Chambers**



**1. INTRODUCTIONS**

**2. Share Notes from March 26, 2024**

**3. Arena Management Change**

- a. Outline details of the change
- b. Change to be implemented by September 2025.

**4. Minor Hockey concerns**

1. Skate Sharpener

- Skate Sharpener has been returned to the arena and will continue to be in the Arena Office.
- For the balance of the season, staff will assist patrons with skate sharpening. Additional volunteers can arrange training with Foreman Rick Schmidt.
- Volunteers are not allowed in the arena office without town staff

2. Interior Finishings – Paint Color

- Color Choice – group doesn't like it
- Current Foreman and Administration is not opposed to volunteers covering costs of paint and repainting it. However, it may need to transpire during Christmas or an extended closure.
- New Benches and hooks for dressing rooms – Who is covering costs? We can check into the cost of it, currently the town doesn't have funds in budget for it.

3. Town Staff – Chain of Command for balance of season. (November to March 31, 2024)

Cleaning, day to day issues, refilling washroom supplies – Talk directly to staff on site.

Staffing issues, maintenance, extensive repairs or changes – contact Foreman either by email, or phone during office hours. ([publicworks@townofbashaw.com](mailto:publicworks@townofbashaw.com) or 780-781-4786)

Urgent or imminent repairs – inform staff on site, they will follow up with Foreman

Schedule changes, bookings – email [bookingbashaw@gmail.com](mailto:bookingbashaw@gmail.com)

Billing – Call or email, (780)372-3911 [finance@townofbashaw.com](mailto:finance@townofbashaw.com)

Rear Entrance – North side of Arena

Public works is prepared to remove snow from the area, and work toward keeping it ice free. Ice melt cannot be used on that sidewalk, as it will be tracked into the facility. The entrance is close to the ice surface access and many participants walk down the players hallway in proximity to the ice surface entrance.

Tracking ice melt products onto the ice surface is detrimental to the skating surface.

Boot Sweepers will be installed near each entrance, we ask that patrons use them to reduce dirt, etc. that is tracked into the facility.

4. COLD WEATHER POLICY

Arena will not operate at -35 with windchill. The same will be expected once the managing organization is operating the arena. Equipment does not function properly at these temperatures.

5. ADJOURNMENT

- 7:20 pm



**ARENA OPERATIONS UPDATE**  
Submitted for April 10, 2024, Regular Meeting of Council

March 26, 2024 – Meeting with Bashaw Minor Hockey and Town Staff

The Arena Operations costs continue to increase, and staff are looking to implement an administrative/operational change. We are exploring the possibility of Contracting a Caretaker for the 2024 – 2025 season. This is an effort to reduce operating costs.

We will be coordinating with Arena Stakeholders to schedule use in a manner that will allow us to rent to non-local user groups. It is anticipated administration will be bringing forward the following:

1. Recommended increase to non-local user ice fees.
2. Reactivation of advertising campaign, in coordination with Bashaw Minor Hockey.
3. Recommend Council consider approaching Camrose County for increased financial contribution.
  - Administration will generate a summary of external users, to determine the possibility of other counties contributions.

These initiatives are still in process, and once confirmed, more information will be available.

It was a positive meeting, and we appreciate the opportunity to have productive conversations.

**Meeting information:**

The agenda was generated collectively between Volunteers and Staff. Some of the components were:

- Review of Arena Recreational Facilities and Allocation policy 24.10
- Review of Arena Use Agreement
- Review year to year financials.
- Damage deposits.
- Concession lease
- Payment policy
- Ice installation timeline.
- Tournaments
- Ice release.
- Play off scheduling.
- Cold weather policy
- Minor Hockey Concerns; staffing, verbal interactions with staff; procedure, volunteer issues, skate sharpening, and contract arena caretaker.
- Maintenance; ice creation, thickness, net protection for centennial room, banners, damages to the facility, clarification of electrical and fans, cleanliness.
- Centennial room agreement

**Arena Management Change: November 14, 2024**

Bashaw Minor Hockey has had a positive impact within our community for youth sports and we'd like to explore a change in operations.

We are interested in discussing the opportunity for Bashaw Minor Hockey to take on an operational role at the Bashaw Arena. This allows your organization to utilize the facility in ways that align with your objectives and goals while benefiting the entire community. We believe this would help alleviate any disconnect between Minor Hockey and the Town, ensuring the facility is optimized to meet your needs.

We look forward to the conversation of working together for the community's benefit.

**Bashaw Town Council passed the following motions on November 6, 2024:**

**MOVED** by Mayor McDonald to direct administration to generate a lease agreement for Bashaw Minor Hockey and Bashaw Figure Skating to lease and operate the Bashaw Arena.

**MOTION #201-2024**

CARRIED

**MOVED** by Councillor McIntosh to invite the user groups (Minor Hockey and Figure Skating) to discuss the transfer of operations of the Bashaw Arena to the user groups, effective for the fall 2025 Arena operations season.

**MOTION #202-2024**

CARRIED

**Town of Bashaw Responsibilities:**

- Pay the annual preventative maintenance program – services all furnaces, chiller, electrical equipment withing the facility (\$27,000.000)
- Split the gas and power expenses with the managing organization
- Initial year – assist with ice building and teach volunteers/contractor how to do it.
- Provide the building and equipment for managing organization.
- Public works foreman would regularly inspect ice plant, and other various mechanical aspects of the building
- Responsible for building envelope and structure.
- Apply for the Lacombe operating grant for the 2024 – 2025 season and provide the payment to the managing organization (can be from \$2,000 to \$5,000)
- Subsequent years grant would need to be applied for from the managing organization
- Forward the Camrose County contribution to the managing organization

**Minor Hockey/Figure Skating – Managing Organization Responsibilities:**

- Operate the facility, cleaning, basic maintenance, cleaning supplies, propane, ice resurfacers operations, blade changes, ice shaving, book ice times, collect ice fees, all aspects of management of the facility.
- Pay half the gas and power bills
- Pay water, sewer, and garbage fees for the full months of operation.
- Third party insurance to cover your operations
- Purchase all paper, cleaning, garbage bags, and all supplies relative to arena operations
- Managing organization will require charitable status

Agreement will be generated, and the change is planned to proceed for the 2025-2026 season.

Example of Revenue and Expenses from 2023 full year:

(excludes what town normally pays, salaries, benefits, PM contract, travel and subsistence, Freight, postage and telephone.)

Possible hypothetical for managing organizations operations. Would still need to include water, sewer and garbage for the 6 months, depending on if arena operations started in September.

<b>2023 Revenues</b>		<b>2023 Expenses</b>	
Skate Sharpening	\$119.02	Repairs and Maint.	\$13,676.00
Minor Hockey	\$42,021.41		
Figure Skating	\$7,114.27	Insurance, prorated	\$14,443.60
Senior Hockey	\$4,583.31	Arena Supplies	\$9,958.97
Private Rentals	\$233.34	Recreation power	\$14,199.57
Other Ice			
Revenue	\$442.85	Recreation gas	\$7,085.33
Hockey visitors	\$690.46		\$45,687.47
Camrose County	\$30,000.00		
Lacombe County	\$5,781.06		
	\$90,985.72		

RECREATION BOARD  
Town of Bashaw  
For the Twelve Months Ending December 31, 2023

DESCRIPTION	Previous Year Actual	Current Month	Total Year to Date	Budget	AMOUNT LEFT	PERCENT USED
<b>REVENUES</b>						
Ball Diamond Revenue	(1,271.43)		(1,875.27)	(1,270.00)	605.27	148%
Skate Sharpening Revenue	(285.60)		(119.02)	(300.00)	-180.98	40%
Ice Revenue - Minor Hockey	(41,507.11)	(12,407.13)	(42,021.41)	(41,510.00)	511.41	101%
Ice Revenue - Figure Skating	(7,285.71)		(2,699.99)	(7,114.27)	-185.73	97%
Ice Revenue - Senior Hockey	(2,933.31)	(1,283.33)	(4,583.31)	(3,000.00)	1583.31	153%
Ice Revenue - Private Rentals	(192.86)	(233.34)	(233.34)	(200.00)	33.34	117%
Ice Revenue - Other			(442.85)	(100.00)	342.85	443%
Arena - Summer Recreation Revenue	(300.00)		(228.57)		228.57	0%
Ice rental - FUN HOCKEY	(2,271.43)		(900.00)	(2,300.00)	-1400.00	39%
Minor Hockey - Visitors	(714.28)		(690.46)	(700.00)	-9.54	99%
Provincial Conditional Grant	(40,839.00)	(18,824.00)	(18,824.00)		18824.00	0%
Conditional Grants from Other Local Govt	(30,000.00)		(45,278.17)	(33,000.00)	12278.17	137%
Building Space Rent	(19.05)				0.00	0%
Other Revenues	(3,261.90)	(478.91)	(14,268.50)	(3,000.00)	11268.50	476%
	<u>(130,881.68)</u>	<u>(35,926.70)</u>	<u>(136,579.17)</u>	<u>(92,680.00)</u>	<u>43899.17</u>	<u>147%</u>
	(130,881.68)	(35,926.70)	(136,579.17)	(92,680.00)	43899.17	147%
<b>EXPENSES</b>						
Administration Salaries & Wages	19,494.11	1,770.10	20,398.68	17,873.86	-2524.82	114%
Salaries & Wages	52,395.61	7,644.02	52,867.39	61,873.14	9005.75	85%
Employee Benefits & EI CPP Expense	3,832.59	641.07	4,883.72	13,579.10	8695.38	36%
Travel & Subsistence	155.66		70.68	1,000.00	929.32	7%
Freight, Postage & Telephone - Arena	2,179.76	465.62	2,403.19	2,200.00	-203.19	109%
Advertising	314.40			300.00	300.00	0%
Recreation - Special Services	531.00		737.00	550.00	-187.00	134%
Ball Diamond & Raquet Sports Rep&Maint	746.66			3,000.00	3000.00	0%
Repairs & Maintenance - Arena	75,708.30	69,338.46	119,229.97	40,676.00	-78553.97	293%
Insurance	14,045.61		14,443.60	14,443.60	0.00	100%
Ball & Raquet Sport Supplies	400.00		665.50	1,000.00	334.50	67%
Supplies - Arena	11,670.33	635.55	9,958.97	12,000.00	2041.03	83%
Recreational Power	29,121.14	5,332.82	28,399.13	30,000.00	1600.87	95%
Recreational Natural Gas	16,479.45	3,375.12	14,170.65	17,000.00	2829.35	83%
Recreation Training				1,000.00	1000.00	0%
Membership Fee				210.00	210.00	0%
	<u>227,074.62</u>	<u>89,202.76</u>	<u>268,228.48</u>	<u>216,705.70</u>	<u>-51522.78</u>	<u>124%</u>
	227,074.62	89,202.76	268,228.48	216,705.70	-51522.78	124%
<b>NET OF REVENUES &amp; EXPENSES</b>	<b>96,192.94</b>	<b>53,276.06</b>	<b>131,649.31</b>	<b>124,025.70</b>	<b>-7623.61</b>	<b>106%</b>

RECREATION BOARD  
Town of Bashaw  
For the Ten Months Ending October 31, 2024

DESCRIPTION	Previous Year Actual	Current Month	Total Year to Date	Budget	AMOUNT LEFT	PERCENT USED
<b>REVENUES</b>						
Ball Diamond Revenue	(1,875.27)		(1,841.90)	(1,400.00)	441.90	132%
Skate Sharpening Revenue	(119.02)		(28.56)	(120.00)	-91.44	24%
Ice Revenue - Minor Hockey	(42,021.41)	(2,215.71)	(25,551.41)	(42,600.00)	-17048.59	60%
Ice Revenue - Figure Skating	(7,114.27)		(4,425.00)	(7,110.00)	-2685.00	62%
Ice Revenue - Senior Hockey	(4,583.31)		(1,650.00)	(4,500.00)	-2850.00	37%
Ice Revenue - Private Rentals	(233.34)		(202.38)	(200.00)	2.38	101%
Ice Revenue - Other	(442.85)	(107.14)	(107.14)	(200.00)	-92.86	54%
Arena - Summer Recreation Revenue	(228.57)		(114.29)	(200.00)	-85.71	57%
Minor Hockey - Visitors	(690.46)	(2,457.14)	(2,457.14)		2457.14	0%
Senior Hockey - Visitors		(209.52)	(209.52)		209.52	0%
Conditional Grants from Other Local Govt	(45,278.17)		(35,781.06)	(33,000.00)	2781.06	108%
Other Revenues	(14,268.50)	(6,100.00)	(6,787.62)	(3,000.00)	3787.62	226%
Ice rental - FUN HOCKEY	(900.00)				0.00	0%
Provincial Conditional Grant	(18,824.00)				0.00	0%
	(136,579.17)	(11,089.51)	(79,156.02)	(92,330.00)	-13173.98	86%
	(136,579.17)	(11,089.51)	(79,156.02)	(92,330.00)	-13173.98	86%
<b>EXPENSES</b>						
Administration Salaries & Wages	20,398.68	1,443.67	15,945.85	16,296.65	350.80	98%
Salaries & Wages	52,867.39	10,304.25	50,410.18	65,144.17	14733.99	77%
Employee Benefits & EI CPP Expense	4,883.72	1,221.36	6,576.55	13,885.95	7309.40	47%
Recreation Training			1,041.38	1,000.00	-41.38	104%
Travel & Subsistence	70.68		464.55	1,000.00	535.45	46%
Freight, Postage & Telephone - Arena	2,403.19	203.47	1,963.74	2,200.00	236.26	89%
Membership Fee			105.00	210.00	105.00	50%
Recreation - Special Services	737.00		796.82	1,396.82	600.00	57%
Ball Diamond & Raquet Sports Rep&Maint			4,309.94	3,000.00	-1309.94	144%
Repairs & Maintenance - Arena	119,229.97	2,667.86	64,998.95	49,271.52	-15727.43	132%
Insurance	14,443.60		16,267.96	16,267.96	0.00	100%
Ball & Raquet Sport Supplies	665.50		2,003.17	1,000.00	-1003.17	200%
Supplies - Arena	9,958.97	362.17	6,379.75	9,000.00	2620.25	71%
Recreational Power	28,399.13	3,122.07	18,591.73	30,000.00	11408.27	62%
Recreational Natural Gas	14,170.65	440.05	6,677.16	16,000.00	9322.84	42%
	268,228.48	19,764.90	196,532.73	225,673.07	29140.34	87%
	268,228.48	19,764.90	196,532.73	225,673.07	29140.34	87%
<b>NET OF REVENUES &amp; EXPENSES</b>	<b>131,649.31</b>	<b>8,675.39</b>	<b>117,376.71</b>	<b>133,343.07</b>	<b>15966.36</b>	<b>88%</b>

*Oct Rev  
\$19,000.00*

**BASHAW STAKEHOLDER MEETING – MEETING MINUTES**  
**Wednesday, November 14, 2024 - 6:30 pm**  
**Town Office Council Chambers**



**1. In Attendance:** Charlene Brosinsky (Figure Skating), Chad Hildebrandt (Minor Hockey), Jack Dawbin (Minor Hockey), Dakota Hunker (Minor Hockey), Mayor Rob McDonald, and CAO Theresa Fuller

**2. Share Notes from March 26, 2024**

The information from the March 26, 2024, meeting was shared and briefly discussed.

**3. Arena Management Change**

The information sheet was discussed and several ways to proceed were talked about. Minor Hockey inquired about leasing the building for the full year, vs only Hockey season months. They chatted about accessing the arena as a field house or starting up Lacrosse.

I believe the council would be open to that consideration. The Lease agreement could be adapted to accommodate the request, unless the council would prefer not to.

**4. Minor Hockey concerns**

1. Skate Sharpener

Brief discussion in this regard.

2. Interior Finishings – Paint Color

- Minor Hockey expressed interest in proceeding with changing the color, accessing volunteers and providing the paint.
- New Benches and hooks for dressing rooms – Chad was willing to construct new benches. CAO Fuller recommended he contact Foreman Rick Schmidt and coordinate with him to proceed.

3. Town Staff – Chain of Command for balance of season. (November to March 31, 2024)

The information was shared with the group.

Cleaning, day to day issues, refilling washroom supplies – Talk directly to staff on site.

Staffing issues, maintenance, extensive repairs or changes – contact Foreman either by email, or phone during office hours. ([publicworks@townofbashaw.com](mailto:publicworks@townofbashaw.com) or 780-781-4786)

Urgent or imminent repairs – inform staff on site, they will follow up with Foreman

Schedule changes, bookings – email [bookingbashaw@gmail.com](mailto:bookingbashaw@gmail.com)

Billing – Call or email, (780)372-3911 [finance@townofbashaw.com](mailto:finance@townofbashaw.com)

Rear Entrance – North side of Arena

Public works are prepared to remove snow from the area, and work toward keeping it ice free. Ice melt cannot be used on that sidewalk, as it will be tracked into the facility. The entrance is close to the ice surface access and many participants walk down the players hallway in proximity to the ice surface entrance.

Tracking ice melt products onto the ice surface is detrimental to the skating surface.

Boot Sweepers will be installed near each entrance, we ask that patrons use them to reduce dirt, etc. that is tracked into the facility.

4. COLD WEATHER POLICY

Arena will not operate at -35 with windchill. The same will be expected once the managing organization is operating the arena. Equipment does not function properly at these temperatures.

Discussed the information. Equipment tends to freeze and become non-functional when the temperatures were that low. Concerns were expressed about the timeline prior for cancellation. Visiting teams may already be at their hotels, etc. and it would be a tenuous situation to cancel.

We will strive to provide as much notice as possible. Having visiting teams become stranded due to cold, in our community would not be optimal.

5. ADJOURNMENT

The meeting adjourned at 7:30 pm.

November 17, 2024.

Mayor Rob McDonald and Member of Council  
Town of Bashaw  
Box 510  
Bashaw, AB. T0B 0H0



Dear Mayor McDonald and Councillors,

The Bashaw Collaborative Response Model represents a powerful, community-driven approach to support individuals and families by bringing together multiple sectors to provide seamless, wraparound services. By fostering collaboration and collective problem-solving, this model ensures that no challenge is approached in isolation, creating a strong support system where resources are integrated, solutions are shared, and lives are positively transformed.

The Bashaw Wellness Team is now proposing the integration of a rural team-based primary care hub into the Bashaw Collaborative Response Model. This addition brings a critical healthcare component, ensuring that physical and mental health needs are addressed alongside social and educational support. By closing the loop between all sectors, this approach strengthens the model's ability to provide comprehensive, wraparound services that meet the diverse needs of individuals and families in the community.

The Government of Alberta has recently announced two rural health grants that could support the development of this primary care model. The *Municipality Supported Clinics Grant Program* and the *Rural Team Recruitment Grant Program* have been developed to increase access to and strengthen primary health care services across rural and remote areas of Alberta. The primary goal is to improve the sustainability of primary care in rural communities.

The team-based care grant programs will support:

- municipalities and regions by providing funding for team-based models of care, especially where gaps exist due to family physician retirements or clinic closures
- community organizations and clinics that want to hire additional team members to increase capacity within their clinic so clinicians can see more patients and improve access

The grants will provide funding over 2 years. They are designed to:

- increase access to primary health care services
- improve the sustainability of rural healthcare
- foster local solutions for health service delivery

The Wellness Team is currently preparing two Expressions of Interest (EOIs) due by November 29, 2024. Bashaw and District Support Services has agreed to submit these EOIs on the team's behalf, but the proposals must be endorsed by the municipality. The plan is to seek letters of endorsement from the four counties affected and the villages of Alix and Donaldda. The clinic, however, will be located in the Town of Bashaw.

A sustainability plan is a critical part of the proposal. The Wellness Team is actively looking into different options and engaging potential corporate partners to ensure long-term success. Once the proposed model reaches the development stage, the team plans to visit all municipalities in the region to discuss strategies and opportunities for ensuring its sustainability.

Please accept this letter as a request for endorsement of the proposed team-based care model. We would appreciate a response by November 25 to ensure it is included in the EOI. Thank you for your consideration.

Sincerely,

**Bashaw Wellness Team**

on behalf of:

- Christine Buelow – *Executive Director* (Social)
- Craig Dimond – *Principal Bashaw School* (Education)
- Sgt. Trent Cleveland – *RCMP* (Justice)
- Rev. Robin King – *United Church* (Spiritual)
- Eric and Georgina Gaudet (Health Practitioners)
- Jackie Northey *Executive Director* (Advanced Education)
- Annamarie Fuchs (Health Consultant)

## **Bashaw Bus Society**

4909 50th Street  
Box 568  
Bashaw AB TOB OH0

November 7, 2024

Re: 2025 Town of Bashaw Funding

To Whom it May Concern,

The Bashaw Bus Society would like to formally request funding in the amount of \$5000 for 2025.

The Bus Society continues to offer affordable, safe, and reliable transportation in and around Bashaw. Our services are open to all age groups, and the bus is wheelchair accessible. Each year we rely on funding from the Town of Bashaw and we thank you for your continued support over the years.

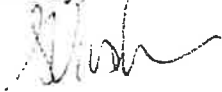
I have attached the 2024 year to date financials for your review, as well as a basic 2025 budget. I have also included the year to date statistics. Our ridership is similar to years' past. Over and over we hear how important the bus service is, and what a difference the service makes to the clients.

Expenses have continued to grow over the past couple of years. Fuel, regular maintenance and repairs are a large part of our budget, as well as as insurance and administration.

Please contact us with any questions or concerns.

Thank you so much for your consideration in this matter.

Sincerely,



Marianne Schroeder (President)  
Sarah Unsworth (Admin Support)  
Bashaw Bus Society

Phone: 780-372-3631    Fax: 780-372-3951    Email: [bdssoffice1@gmail.com](mailto:bdssoffice1@gmail.com)

12:37 PM  
2024-11-07  
Accrual Basis

**Bashaw bus society**  
**Profit & Loss**  
**January through October 2024**

	<u>Jan - Oct 24</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Camrose Trips	660.00
Charter Trips	3,248.00
Donations	8,850.00
Grants	5,000.00
Local Trips - Morning	381.00
UFA - dividend	51.90
<b>Total Income</b>	<u>18,190.90</u>
<b>Expense</b>	
*Reconciliation Discrepancies	0.01
Administration Fees	3,600.00
Bus Expense	
Gas & Oil	2,029.91
Repairs & Maintenance	988.54
<b>Total Bus Expense</b>	<u>3,018.45</u>
Contract Services	910.00
Insurance	
Licenses, Permits, Insurance	200.00
WCB	203.45
Insurance - Other	2,476.00
<b>Total Insurance</b>	<u>2,879.45</u>
Payroll Expenses	
Drivers Wages	5,128.62
E.I. Expense	77.70
<b>Total Payroll Expenses</b>	<u>5,206.32</u>
Telephone	1,055.75
<b>Total Expense</b>	<u>16,669.98</u>
<b>Net Ordinary Income</b>	1,520.92
<b>Other Income/Expense</b>	
Other Income	
Interest Income	848.66
<b>Total Other Income</b>	<u>848.66</u>
<b>Net Other Income</b>	<u>848.66</u>
<b>Net Income</b>	<u><u>2,369.58</u></u>

**Bashaw bus society**  
**Balance Sheet**  
**As of 31 October 2024**

	<u>31 Oct 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Chequing/Savings</b>	
Casino chequing	53,898.64
Community Savings - Chequing	4,113.07
Petty Cash	192.00
Savings Account	111.78
<b>Total Chequing/Savings</b>	<u>58,315.49</u>
<b>Accounts Receivable</b>	
Accounts Receivable	226.60
<b>Total Accounts Receivable</b>	<u>226.60</u>
<b>Other Current Assets</b>	
GST Receivable	221.69
Undeposited Funds	1,685.00
<b>Total Other Current Assets</b>	<u>1,906.69</u>
<b>Total Current Assets</b>	60,448.78
<b>Fixed Assets</b>	
2011 bus	-18,712.91
2017 New Bus	69,722.72
<b>Total Fixed Assets</b>	<u>51,009.81</u>
<b>TOTAL ASSETS</b>	<u><b>111,458.59</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
GST/HST Payable	-317.93
<b>Total Other Current Liabilities</b>	<u>-317.93</u>
<b>Total Current Liabilities</b>	<u>-317.93</u>
<b>Total Liabilities</b>	-317.93
<b>Equity</b>	
Accumulated Surplus	49,518.23
Opening Bal Equity	59,888.71
Net Income	2,369.58
<b>Total Equity</b>	<u>111,776.52</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>111,458.59</b></u>

2025 Bashaw Bus Society Budget

Notes

<b>Income</b>	Camrose/Stettler trips	750	
	Tues AM trips	400	
	Charter trips	5500	
	Donations	7500	
	Fundraising	1000	
	Grants	5000	Anticipated grant from Town of Bashaw (\$5000)
		<u>20150</u>	

<b>Expenses</b>	Admin Fees	3600
	Advertising	200
	Gas & Oil	3400
	Repairs & Maint.	1200
	Fundraising exp.	200
	Insurance	2650
	WCB	300
	Payroll	7300
	Telephone/office supplies	1300
		<u>20150</u>

## Bashaw Bus Society Statistics 2023

Month	Bashaw		Camrose		Charter
	Trips	Passengers	Trips	Passengers	
January	2	4	2	8	1
February	4	8	2	2	2
March	4	11	2	4	1
April	2	5	2	5	1
May	5	8	1	2	4
June	3	4	2	4	5
July	3	16	2	4	5
August	5	18	1	3	4
September	3	14	2	6	4
October	4	36	2	3	3
November	4	6	3	10	2
December	3	21	1	2	4

\*The numbers are higher under Bashaw trips passengers for the months of August, September, October and December because the daycare and preschool kids rode the bus to go to the Meadows to visit the seniors.



**Hwy 12/21 Regional  
Water Services Commission**



November 12, 2024

Town of Bashaw  
Box 510  
Bashaw AB T0B 0H0

Attention: Ms. Fuller

**RE: Highway 12/21 Regional Water Services Commission 2025 Draft Budget**

The Highway 12/21 Regional Water Services Commission Board of Directors, at the November 8, 2024, regular Board meeting, directed the Commission Manager to circulate the draft 2025 Operating Budget to Commission Members for comment in accordance with Bylaw No. 21-2021.

Bylaw No. 21-2021

*Section 11.6 "Any Member may submit comments and questions to the Board in writing in Relation to the Budget and the Financial Plan within thirty (30) days immediately following the date of distribution of the Budget and Financial Plan."*

Please find attached a copy of the Highway 12/21 Regional Water Services Commission draft 2025 Operating budget for your organization's review.

The Board will consider the draft 2025 Operating Budget at its regular meeting on December 6, 2024.

Regards,

Dion Burlock  
Manager  
Highway 12/21 Regional Water Services Commission

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET**

**OPERATING REVENUE**

		2024 Budget	2024 To Sep 30th	2025 Budget	% Change	2026 Forecast	2027 Forecast
1-00-00-410	Sale of Water	1,012,990	756,449	1,036,410	2.31%	1,085,020	1,101,010
1-00-00-510	Penalties and Costs	-	-	-	0.00%	-	-
1-00-00-551	Interest Income	5,000	21,208	10,000	100.00%	10,000	10,000
1-00-00-556	Dividends	-	-	-	0.00%	-	-
1-00-00-840	Provincial Conditional Grants	-	-	-	0.00%	-	-
1-00-00-750	Local Government Contributions	157,290	65,029	155,550	-1.11%	182,050	182,660
1-00-00-901	Transfer from Reserve	-	-	-	0.00%	-	-
<b>TOTAL OPERATING REVENUE</b>		<b>1,175,280</b>	<b>842,685</b>	<b>1,201,960</b>	<b>2.27%</b>	<b>1,277,070</b>	<b>1,293,670</b>

**OPERATING EXPENDITURES**

2-00-00-214	Membership Fees	250	77	300	20.00%	310	200
2-00-00-216	Postage & Courier	500	30	500	0.00%	510	520
2-00-00-217	Telephone & Communication	15,000	30,387	18,180	21.20%	18,540	18,910
2-00-00-230	Contract Administration	47,970	35,802	48,696	1.51%	49,670	50,660
2-00-00-231	Accounting & Contract Service	69,370	46,459	74,160	6.91%	75,640	77,150
2-00-00-232	Legal Fees	1,000	-	1,000	0.00%	1,020	1,040
2-00-00-250	Purchased Line Repairs & Maintenan	45,000	38,957	55,000	22.22%	56,100	57,220
2-00-00-251	Contract Pipeline Operation	112,420	81,239	115,110	2.39%	117,410	119,760
2-00-00-260	Rentals	2,100	-	2,100	0.00%	2,140	2,180
2-00-00-270	Licenses, Permits, Insurance	11,360	9,496	11,360	0.00%	11,590	11,820
2-00-00-510	Goods and Supplies	10,000	4,494	8,000	-20.00%	8,160	8,320
2-00-00-520	Small Tools & Equipment	500	116	500	0.00%	510	520
2-00-00-540	Purchase of Water	469,430	319,127	477,630	1.75%	471,020	480,440
2-00-00-541	Utilities	20,200	20,081	23,100	14.36%	23,560	24,020
2-00-00-810	Bank Charges & Short Term Interest	500	70	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	152,100	58,760	140,390	-7.70%	184,620	175,450
2-00-00-920	Allowance for Doubtful Accounts	-	-	-	0.00%	-	-
<b>TOTAL EXPENDITURES</b>		<b>1,619,190</b>	<b>645,095</b>	<b>1,638,016</b>	<b>1.16%</b>	<b>1,682,800</b>	<b>1,690,220</b>
Surplus/(Deficit)		(443,910)		(436,056)	48.70%	(405,730)	(396,550)
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	(157,580)		(165,430)	4.98%	(195,760)	(204,940)

Budget Balance

-

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET REVENUE**

1-00-00-410

**SALE OF WATER**

Sale of water by the commission to member municipalities

Historical Consumption in cubic meters

	2020	2021	2022	2023	2024
					As of Sep 30th
Village of Alix	47,767	56,766	51,732	54,459	44,084
Village of Clive	0	0	0	28,998	39,316
Village of Edberg	0	0	2,565	7,977	6,200
Hamlet of Ferintosh	12,348	11,549	12,349	21,838	8,988
Hamlet of Mirror	36,596	39,638	42,323	38,382	27,189
Hamlet of Duhamel	2,078	2,175	2,103	2,079	1,604
Hamlet of New Norway	19,046	18,898	18,285	19,224	15,008
Town of Bashaw	89,172	107,150	101,735	94,790	70,052
Silver Creek Golf	0	2,593	2,131	2,322	1,494
Camrose County Fill Station	8,604	12,303	10,656	13,072	12,360
<b>Total</b>	<b>215,610</b>	<b>251,072</b>	<b>243,879</b>	<b>283,141</b>	<b>226,295</b>

2025	Estimate Cu. Meters	Rate	Total
Village of Alix	54,000	3.555	191,970
Village of Clive	53,000	3.555	188,420
Village of Edberg	9,000	3.555	32,000
Hamlet of Ferintosh	10,433	3.555	37,090
Hamlet of Mirror	38,490	3.555	136,830
Hamlet of Duhamel	1,660	3.555	5,900
Hamlet of New Norway	18,995	3.555	67,530
Town of Bashaw	89,000	3.555	316,400
Silver Creek Golf Course	2,260	3.555	8,030
Camrose County Fill Station	14,575	3.555	51,810
Camrose County Fire Hall	120	3.555	430
<b>Total</b>	<b>291,533</b>		

1,036,410

1-00-00-510

**PENALTIES AND COSTS**

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

2020	0
2021	0
2022	0
2023	0
2024	0 to Sep 30th

2025 Estimate

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET REVENUE**

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.

2020	2,552
2021	1,785
2022	6,144
2023	16,331
2024	21,207 to Sep 30th

2025 Estimate	10,000	10,000
---------------	--------	--------

1-00-00-556

**DIVIDENDS**

RMA Dividend

2020	0
2021	0
2022	0
2023	0
2024	0 to Sep 30th

2025 Estimate	-	-
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1-00-00-840

**PROVINCIAL CONDITIONAL GRANTS**

Provincial operating grants

2020	0
2021	0
2022	0
2023	0
2024	0 to Sep 30th

2025 No Grants Anticipated	-	-
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**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET REVENUE**

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>\$74,568.72</u>	Half payment in 2025	
<b>2025 Debenture costs</b>		<b>\$305,818.12</b>		

Village of Alix	28.20%	86,241	-	
Town of Bashaw	10.75%	32,875	-	
Lacombe County	15.66%	47,891	47,891	
Hamlet of Mirror	6.47%	19,786	-	
Village of Clive	7.70%	23,548	-	
Village of Edberg	2.62%	8,012	-	
Hamlet of Ferintosh	3.07%	9,393	-	
Hamlet of New Norway	5.10%	15,585	-	
Hamlet of Duhamel	0.64%	1,968	-	
Silver Creek Golf Course	0.13%	388	-	
Camrose County Water Fill station	0.60%	1,843	-	
Camrose County	19.06%	<u>58,287</u>	<u>58,287</u>	
		305,818	106,178	106,178

**Operating Reserve** 60,000

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

**Participating municipalities contribution to administrative and board costs**

2025 Estimated costs attributed to the Board of Directors	<u>124,616</u>
Number of members	6
Cost per member	20,769

Lacombe County Portion less Mirror water usage	14,701
Camrose County Portion less Duhamel, New Norway, Ferintosh & fill station water usage	13,841

155,550

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET REVENUE

1-00-00-901

TRANSFER FROM RESERVE

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Transfers from Reserve

2020	51,462
2021	0
2022	0
2023	0
2024	0 to Sep 30th

2025 Estimate

-

DRAFT

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES

2-00-00-214 MEMBERSHIP FEES

Membership in RMA and other organizations

2020	195
2021	195
2022	253
2023	292
2024	77 to Sep 30th

2025 Estimate 300

300

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

2020	300
2021	329
2022	344
2023	30
2024	30 to Sep 30th

2025 Estimate 500

500

2-00-00-217 TELEPHONE & COMMUNICATION

Data Costs

2020	27,493
2021	25,974
2022	27,351
2023	29,877
2024	to Sep 30th

2025 Estimate - Data Costs for Line Operations 18,180

18,180

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

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

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

2020	44,700
2021	44,700
2022	45,929
2023	46,802
2024	35,802 to Sep 30th

2025 Estimate	48,696	<b>48,696</b>
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2-00-00-231 **ACCOUNTING & CONTRACT SERVICE**

	2020	2021	2022	2023	to Sep 30th 2024	Budget 2025
Accounting & Administration services	42,930	42,930	44,111	45,263	34,623	47,088
Audit Fees	10,536	10,547	11,000	12,250	11,000	22,470
Sage -Financial Software	2,181	1,773	2,036	1,821	836	2,100
AB One Call	102	227	-	-	-	-
Contracted Line Locates	-	-	-	-	-	2,500
Business Plan Review	-	-	-	-	-	-
	55,750	55,477	57,147	59,334	46,459	74,158
						<b>74,160</b>

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

Costs relative to services provided by the legal profession

2020	554
2021	0
2022	0
2023	0
2024	0 to Sep 30th

2025 Estimate	1,000	<b>1,000</b>
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**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

2-00-00-250

**PURCHASED LINE REPAIRS & MAINTENANCE**

Costs relative to repair and maintenance provided for line operations.

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
Other Repairs & Maintenance as Required	29,000

2020	52,024
2021	30,824
2022	60,681
2023	89,848
2024	38,954 to Sep 30th

2025 Estimate

55,000

55,000

2-00-00-251

**CONTRACT PIPELINE OPERATION**

Pipeline checks and inspections.  
Includes line locates, maintenance, and on-call service.

2020	99,399
2021	91,495
2022	99,288
2023	105,554
2024	81,239 to Sep 30th

	Total Hours	2025 Rate	Total
Labour	1,464	\$ 64.17	\$ 93,945
On call	96	\$ 64.17	\$ 6,160
Equipmen	600	\$ 25.00	\$ 15,000
	<u>2,160</u>		<u>\$ 115,110</u>

2025 Estimate

115,110

115,110

2-00-00-260

**RENTALS**

Office facility rental

2020	200
2021	0
2022	1,365
2023	
2024	to Sep 30th

2025 Estimate - Board Costs  
Lease Agreement - Camrose County

600  
1,500

2,100

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

2-00-00-270

**LICENSES, PERMITS, INSURANCE**

**Insurance**

Master Bond & Crime	2020	378	
	2021	486	
	2022	486	
	2023	486	
	2024		to Sep 30th
2025 Estimate			490
Property	2020	3,736	
	2021	3,833	
	2022	3,448	
	2023	3,893	
	2023		to Sep 30th
2025 Estimate			5,530
Boiler & Machinery	2020	62	
	2021	50	
	2022	68	
	2023	67	
	2024		to Sep 30th
2025 Estimate			80
Master Liability & Genesis	2020	3,532	
	2021	3,756	
	2022	4,389	
	2023	5,208	
	2024		to Sep 30th
2025 Estimate			5,200
Cyber Liability	2020	0	
	2021	129	
	2022	644	
	2023	0	
	2024		to Sep 30th
2025 Estimate			0
Heavy Equipment	2020	9	
	2021	52	
	2022	53	
	2023	53	
	2024		to Sep 30th
2025 Estimate			60

11,360

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

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

General goods & supplies, chemical reagents, and parts.

2020	1,161		
2021	5,438		
2022	9,812		
2023	4,232		
2024	4,494 to Sep 30th		
2025 Estimate		8,000	8,000

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

Purchase of non-capital equipment as required

2020	0		
2021	4,387		
2022	1,193		
2023	74		
2024	116 to Sep 30th		
2025 Estimate		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	301,533	1.58	477,628
2024 rate was 1.52 m3			
			477,630

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

2-00-00-541

**UTILITIES**

Electricity for Meter Vault, Equalization Tank and Tees Booster Station

2020	15,563		
2021	19,063		
2022	14,798		
2023	15,817		
2024	20,081 to Sep 30th		
2025 Estimate		23,130	23,100

2-00-00-810

**BANK CHARGES & SHORT TERM INTEREST**

Bank overdraft charges as a result of potential cash shortfalls

2020	20		
2021	325		
2022	20		
2023	0		
2024	70 to Sep 30th		
2025 Estimate		500	500

2-00-00-815

**AMORTIZATION**

Amortization expense for Tangible Capital Assets.

Phase	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget	2025 Estimate
Stettler to Alix	93,421	93,421	93,421	93,421	93,421	93,421
Alix to Mirror	62,039	62,038	62,039	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	125,774	125,774	125,774	125,774	125,774	125,774
Ferintosh to Edberg	-	-	-	9,185	64,256	64,256
Alix to Clive	-	-	-	22,403	150,518	150,518
Operating	-	-	-	-	-	-
	446,710	446,710	446,710	478,300	661,490	661,490

661,490

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET EXPENDITURES**

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)

	Debenture #	Amount	Budget
2023	4000616	57,038	
2023	4000830	10,663	
2023	4001869	9,762	
2023	4002563	22,736	
2024	4000616	52,967	
2024	4000830	9,960	
2024	4001869	9,320	
2024	4002563	21,969	
2024	NEW	0	
2025	4000616		48,678
2025	4000830		9,225
2025	4001869		8,866
2025	4002563		21,177
2025	NEW		52,446
			<b>140,390</b>

2-00-00-920

**ALLOWANCE FOR DOUBTFUL ACCOUNTS**

2020	0	
2021	0	
2022	0	
2023	0	
2024	0 to Sep 30th	
2025	No write-offs anticipated	0

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION  
2025 OPERATING BUDGET WATER RATE**

**ADMINISTRATIVE BOARD COSTS**

Interest Income	-10,000
Membership Fees	300
Postage & Courier	500
Telephone & Communication	0
Contract Administration	48,696
Accounting & Contract Service	71,660
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	 124,616

**COSTS INCLUDED IN WATER RATE**

Transfer From Reserve	0	
Administrative Board Costs	96,074	
Debenture Costs	199,640	
Operating Reserve Contribution	39,168	
Meter Calibration Testing Contribution	0	
Telephone (data Costs for Operation)	18,180	
Line Locations	2,500	
Rentals	1,500	
Professional - Contract Service Line Operation	55,000	
Contract Services - Line Operations	115,110	
Goods and Supplies	8,000	
Small Tools & Equipment	500	
Purchase of Water	477,630	
Utilities	<u>23,100</u>	
Total Cost		<u>1,036,403</u>
Total Estimate Water Consumption		291,533

Rate = total cost divided by consumption 3.5550

<u>Water Allocation</u>	<u>Cu Meters</u>	<u>Percent</u>
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  
2025 OPERATING BUDGET NON-CASH**

2-00-00-762

**RESTRICTED SURPLUS TRANSFER**

Transfer of funds to reserves for operating contingencies

	Balance Jan	1 Contribution	Reductions	Balance Dec 31
2021	229,208	60,000	0	289,208
2022	289,208	60,000	0	349,208
2023	349,208	60,000	41,086	368,122
2024	368,122	60,000	0	428,122 Estimated
2025	428,122	60,000	0	488,122 Estimated

60,000

2-00-00-832

**CURRENT PORTION OF LONG TERM DEBT**

ACFA Debentures - Projected 5 year Repayment Schedule

**Debenture #4000616**

	Principal	Interest
2025	85,064	48,678
2026	89,579	44,163
2027	94,335	39,407
2028	99,343	34,399
2029	104,617	29,126

**Debenture # 400830**

	Principal	Interest
2025	16,582	9,225
2026	17,352	8,455
2027	18,158	7,650
2028	19,000	6,807
2029	19,882	5,925

**Debenture #4001869**

	Principal	Interest
2025	15,795	8,866
2026	16,263	8,397
2027	16,746	7,915
2028	17,242	7,419
2029	17,753	6,908

**Debenture #4002563**

	Principal	Interest
2025	25,862	21,177
2026	26,678	20,361
2027	27,520	19,519
2028	28,389	18,650
2029	29,285	17,754

**Debenture #NEW**

	Principal	Interest
2025	22,123	52,446
2026	45,892	103,246
2027	48,177	100,960
2028	50,577	98,561
2029	53,096	96,042

2025 Portion of Long Term Debt #4000616	85,064
2025 Portion of Long Term Debt #4000830	16,582
2025 Portion of Long Term Debt #4001869	15,795
2025 Portion of Long Term Debt #4002563	25,862
2025 Portion of Long Term Debt #New	22,123

165,430