



**REGULAR MEETING OF COUNCIL
A G E N D A
Friday, November 7, 2025, 4:00 pm
Council Chamber & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS – none
4. DELEGATIONS
5. APPROVAL OF MINUTES
 - 5.1 Minutes of October 17, 2025, Special Meeting of Council
 - 5.2 Minutes of the November 3, 2025, Organizational Meeting of Council
6. CONSENT AGENDA
 - 6.1 Legion – Alberta-Northwest Territories Command – Military Service Recognition book
 - 6.2 Bashaw Arena Repairs Inquiry – email from concerned person
 - 6.3 Town of Bashaw Monthly Statement – September 30, 2025
 - 6.4 Airport – Area person – requesting the town apply for a STIP grant to improve the Bashaw Airport
 - 6.5 Camrose & Area Lodge Authority – Request for representative contact information
 - 6.6 Fortis – Congratulations from Chris Burt Stakeholder relations manager
 - 6.7 Concerned person – Guaranteed Income Supplement unchanged since 2018
 - 6.8 Bashaw & District Regional Health & Wellness Foundation – request for Council representative
 - 6.9 Budget Variance Report – September 30, 2025
7. NEW & UNFINISHED BUSINESS
 - 7.1 Safety & Use Bylaws – Town of Bashaw Library Board – includes changes
 - 7.2 Town of Bashaw Library Plan of Service 2026 - 2030
 - 7.3 Water Treatment Plant Transfer Switch
 - 7.4 Septic Receiving Station Repair Request
 - 7.5 Bashaw School Travel Club – Request to access Tourist Booth
 - 7.6 Terms of Reference Beautification Committee
 - 7.7 Town Facilities Tour – Book Date
 - 7.8 Historic Society Representative – Appoint a representative
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
11. NOTICES OF MOTION
12. NEXT MEETING: November 19, 2025 – 6:00 pm Council Chambers
13. ADJOURNMENT



**SPECIAL MEETING OF COUNCIL
MINUTES
October 17, 2025, 6:00 pm
Council Chambers & Zoom Access**

In Person: CAO Fuller (5:15pm), Councillor McIntosh (5:36pm), Mayor McDonald (5:15pm), Deputy Mayor Orom (5:50pm), Councillor Northey (5:15pm), Councillor Gust (5:pm)

Council by Zoom: none.

Absent with notice: none.

Recording Secretary: CAO Fuller

Public: Reina Masyk, Scott Williams (5:45 pm)

Public Zoom: Debbie Roorda, Lexi, Ambyr Kohlman, Shelley Boileau, Anita, Lisa Turcotte (6:00 pm)

Press by zoom: Stu Salkeld (6:00pm)

1. CALL TO ORDER by Mayor McDonald (6:00pm)
2. ADOPTION OF AGENDA

MOVED by Councillor McIntosh to approve the October 17, 2025, Special Meeting of Council agenda.

MOTION #154-2025 **CARRIED**

3. APPROVAL OF MINUTES
5.1 Minutes of October 1, 2025, Regular Meeting of Council

MOVED by Councillor Gust to approve the minutes from October 1, 2025, Regular Meeting of Council.

MOTION #155-2025 **CARRIED**

4. NEW & UNFINISHED BUSINESS
4.1 49 Street Project – Expenses for Geotechnical & Camera-ing lines

MOVED by Councillor Gust to approve \$ 18,500.00 from Local Government Fiscal Framework Capital grant funding for geotechnical and camera services in preparation for the 49 Street Infrastructure project.

MOTION #156-2025 **CARRIED**

- 4.2 Formal Next Meeting date

MOVED by Councillor McIntosh to rescind Motion 153-2025.

MOTION #157-2025 **CARRIED**

MOVED by Councillor Gust to approve the organizational meeting on November 3, 2025, at 6:00 pm.

MOTION #158-2025 **CARRIED**

- 4.3 Hometown Takeover – Councillor Northey

Councillor Northey shared with the group about the opportunity. She was requesting people provide their comments about what they love about Bashaw to her.

4.4 Clinic/Social Model – Councillor Northey

Councillor Northey shared an update regarding the community programs. They are anticipating the addition of mental health services, and student testing.

4.5 Arena Management Transition

Chad Hildebrant & Natasha Larkin arrived at 6:38 pm.

Discussion progressed regarding the arena and the recent activities. The group discussed the transition of management to volunteers by January 2026. This is not confirmed, however, by a timeline they are considering.

Chad Hildebrant and Natasha Larkin left the meeting at 6:39 pm.

Mayor McDonald explained to the group the purpose of the Closed Meeting of Council section of the agenda.

MOVED by Councillor McIntosh to move into Closed Meeting of Council at 6:39 pm to discuss 5.1 Intergovernmental relations – MVC Agreement - ATIA Section 26.

MOTION #159-2025

CARRIED

Stu Salkeld, Debbie Roorda, Lexi, Ambyr Kohlman, Shelley Boileau, Anita, Lisa Turcotte, Scott Williams, Reina Masyk, left the meeting at 6:39pm

5. CLOSED MEETING OF COUNCIL

5.1 Intergovernmental Relations – MVC Agreement – ATIA Section 26

MOVED by Councillor McIntosh to come out of Closed Meeting of Council at 6:58 pm.

MOTION #160-2025

CARRIED

MOVED by Councillor McIntosh to communicate to Camrose County that the town of Bashaw is agreeable to ending the Highway MVC Agreement prior to the required one-year notice, the balance of the funds in reserve and the ownership of the wildland truck to be finalized by January 1, 2026.

MOTION #161-2025

CARRIED

MOVED by Councillor McIntosh to inform Camrose County that the town of Bashaw declines re-negotiation of the current Intermunicipal Collaboration Framework agreement; signed September 2023; and requests renegotiation of the Intermunicipal Collaboration Framework with a neutral facilitator in October of 2026.

MOTION #162-2025

CARRIED

6. ADJOURNMENT – Councillor Northey adjourned the meeting at 6:59 pm.

MAYOR, Robert McDonald

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller



**ORGANIZATIONAL MEETING OF COUNCIL
MINUTES**

MONDAY, November 3, 2025 @ 6:00 P.M.

Council Chambers

Attendance: Mayor Cindy Orom (5:47pm), Councillor Kyle McIntosh (5:43pm), Councillor Reina Masyk (5:43pm), Councillor Carman Meger (5:43 pm), and Councillor Ambyr Kohlman (5:44pm)

Chief Administrative Officer: Theresa Fuller (5:30 pm)

Recording Secretary: Absent

Zoom Connection: Tyler Kohlman (connected @ 6:00 pm)

Absent: None

Press: None

Public: None in attendance

1. Meeting called to order by Mayor Orom at 6:00 pm.

It was noted that the agenda was missing several items. Councillor McIntosh requested to add the following items to the agenda, section 4.a. add b, Bashaw Chamber of Commerce, Section 4.c. add 8. To include the RCMP Community Consultative Group, and 4.d. add 7. Bashaw & District Regional Health & Wellness Foundation.

MOVED by Councillor McIntosh to approve the agenda with the additions of section 4.a. add b, Bashaw Chamber of Commerce, Section 4.c. add 8. To include the RCMP Community Consultative Group, and 4.d. add 7. Bashaw & District Regional Health & Wellness Foundation.

MOTION #163-2025

CARRIED

2. Election of Deputy Mayor and Oath of Office

Councillor Masyk nominated Councillor McIntosh as Deputy Mayor for the Town of Bashaw. Councillor McIntosh accepted the nomination. Mayor Orom called for further nominations. Nominations concluded.

MOVED by Mayor Orom that Councillor McIntosh be appointed Deputy Mayor.

MOTION #164-2025

CARRIED

Brief discussion regarding the oath of office for the Deputy Mayor. CAO Fuller to check into it and share the information.

3. BUSINESS

- (a) Establish the day, time, and place of regular meetings

MOVED by Councillor Meger that regular meetings of Council be held on the first and third Mondays of each month at 6:00 pm location to be determined based on council preference.

MOTION #165-2025

CARRIED

(b) Establish Per Diem Rate – review requested revisions

MOVED by Deputy Mayor McIntosh that all Per Diem Rates remain at \$475.00 per month for the Mayor and \$350.00 per month for councilors, and to approve mileage rate to be set at 0.57 per kilometer.

MOTION #166-2025

CARRIED

(c) Signing Authority – Motion required to name all Members of Council, the Chief Administrative Officer, and the Municipal Treasurer as Signing Authority for the Town; two signatures required on each cheque - one Elected Official and one Administration Personnel

MOVED by Deputy Mayor McIntosh that the approved Signing Authority for the Town of Bashaw include Mayor Cindy Orom, Deputy Mayor Kyle McIntosh, Councillor Reina Masyk, Councillor Carman Meger, Councillor Ambyr Kohlman, CAO Theresa Fuller and Municipal Treasurer Darlene Tucker; two signatures, one council member and administration staff are to be on each cheque.

MOTION #167-2025

CARRIED

(d) PROCEDURE BYLAW 785-2018

MOVED by Deputy Mayor McIntosh to strike section 4.1.2b. from the bylaw.

MOTION #168-2025

CARRIED

MOVED by Deputy Mayor McIntosh to direct administration to propose changes to the Procedure Bylaw 785-2018 regarding remote electronic participation for council members.

MOTION #169-2025

CARRIED

MOVED by Deputy Mayor McIntosh to direct administration to include provisions for electronic live streaming of the council meetings to the Procedure Bylaw 785 – 2018.

MOTION #170-2025

CARRIED

MOVED by Deputy Mayor McIntosh to direct administration to research the costs associated with recording council meetings and having them accessible to the public, provisions for this to be included in the Procedural Bylaw 785 – 2018.

MOTION #171-2025

CARRIED

MOVED by Deputy Mayor McIntosh made a motion to request administration add to the consent agenda provisions for reporting on the status of directed resolutions, either as an additional item, or to be included within the CAO report to the Procedural Bylaw 785 – 2018.

MOTION #172-2025

CARRIED

MOVED by Deputy Mayor McIntosh direct administration to revise the Schedule A to the current listing to match new minutes.

MOTION #173-2025

CARRIED

(e) Strategic Plan

Discussion progressed regarding strategic planning and the purpose.

MOVED by Councillor Masyk to direct administration to obtain quotes for strategic planning and rebranding, for the purposes of planning in 2026.

MOTION #174-2025

CARRIED

4. Appoint Standing Committees.

MOVED by Councillor Meger to appoint Councillor Kohlman as Bashaw Ag Society Representative.

MOTION #175-2025

CARRIED

MOVED by Deputy Mayor McIntosh to appoint Councillor Masyk as the Bashaw Chamber of Commerce town representative.

MOTION #176-2025

CARRIED

MOVED by Councillor Masyk to appoint Diane Szumlas as Regional Assessment Review Board Representative.

MOTION #177-2025

CARRIED

MOVED by Councillor Meger to appoint Diane Szumlas as Subdivision & Development Appeal Board Representative.

MOTION #178-2025

CARRIED

MOVED by Deputy Mayor McIntosh that the town of Bashaw pursuant to bylaw 825-2024 appoints, Brian Austrom as the Chair of the Regional Assessment review board; and further that the Town of Bashaw Council appoints Carlene Wetthuhm, Brian Austrom, Diane Szumlas, Peter Bodnar, Angela Lorente, Dawn Pauls, David Butt and Frank Hegholz as member to hear appeals on the regional assessment review board.

MOTION #179-2025

CARRIED

MOVED by Deputy Mayor McIntosh to appoint CAO Theresa Fuller as the Director of Emergency Management for the Town of Bashaw.

MOTION #180-2025

CARRIED

MOVED by Deputy Mayor McIntosh to appoint Dennis Jones as Deputy Director of Emergency Management for the town of Bashaw.

MOTION #181-2025

CARRIED

MOVED by Councillor Kohlman to appoint Mayor Orom as Emergency Public Information Officer Representative, and Deputy Mayor McIntosh as the backup officer for the Town of Bashaw.

MOTION #182-2025

CARRIED

MOVED by Councillor Meger to appoint Dennis Jones & Deputy Mayor McIntosh as Emergency Alert System Representatives.

MOTION #183-2025

CARRIED

MOVED by Councillor Masyk to appoint Deputy Mayor McIntosh as Fire Department Representative.

MOTION #184-2025

CARRIED

MOVED by Councillor Masyk to appoint Councillor McIntosh as Regional Emergency Management Services Representative.

MOTION #185-2025

CARRIED

MOVED by Councillor Masyk to appoint Deputy Mayor McIntosh to the RCMP Community Consultative group; as the town of Bashaw representative.

MOTION #186-2025

CARRIED

MOVED by Councillor Kohlman to appoint Councillor Masyk as Bashaw Municipal Library Representative.

MOTION #187-2025

CARRIED

MOVED by Councillor Meger to appoint Deputy Mayor Orom as Parkland Regional Library Representative.

MOTION #188-2025

CARRIED

MOVED by Councillor Masyk to appoint Mayor Orom as Camrose Area Lodge Authority Representative.

MOTION #189-2025

CARRIED

MOVED by Deputy Mayor McIntosh to appoint Councillor Meger as Bashaw & District Support Services Representative.

MOTION #190-2025

CARRIED

MOVED by Councillor Meger to appoint Councillor Kohlman as Bashaw Youth Foundation Representative.

MOTION #191-2025

CARRIED

MOVED by Councillor Masyk to appoint Mayor Orom as the Beautification Committee representative.

MOTION #192-2025

CARRIED

MOVED by Deputy Mayor McIntosh to direct administration to bring forward the beautification policy and terms of reference for council review.

MOTION #193-2025

CARRIED

MOVED by Councillor Kohlman to appoint Councillor Masyk as the Bashaw & District Regional Health & Wellness foundation representative.

MOTION #194-2025

CARRIED

MOVED by Councillor Meger to appoint Deputy Mayor McIntosh as Bashaw Airport Commission Representative.

MOTION #195-2025

CARRIED

MOVED by Councillor Kohlman to appoint Councillor Meger as Bashaw & Area Recreation Board Representative.

MOTION #196-2025

CARRIED

MOVED by Councillor Kohlman to appoint Councillor Masyk as Bashaw Bus Society Representative.

MOTION #197-2025

CARRIED

MOVED by Deputy Mayor McIntosh to appoint Mayor Orom & Councillor Kohlman as Highway 12/21 Regional Water Services Commission Representatives, Deputy Mayor McIntosh, Councillor Masyk, and Councillor Meger as alternates.

MOTION #198-2025

CARRIED

MOVED by Councillor Kohlman to appoint Councillor Meger as Bashaw Community Centre Board Representative.

MOTION #199-2025

CARRIED

5. Bylaws/Plans: For Review and Reference

5.1 Bylaw No 793 – 2019 – Emergency Management Advisory Committee & Emergency Management Agency

Discussion regarding declaring a state of local emergency, and the Emergency Management Agency.

5.2 Municipal Development Plan

Brief discussion on how all the plans fit together and use them as reference documents.

5.3 Intermunicipal Development Plan 782-2018

Brief discussion about the plan.

5.4 Intermunicipal Collaboration Framework Agreement

Discussion on the existing plan and upcoming review in 2026.

MOVED by Deputy Mayor McIntosh to cancel the November 5, 2025, regular meeting of Bashaw Town council, and rebook the meeting for Friday, November 7, 2025, at 4:00 pm; in Bashaw Council chambers.

MOTION #200-2025

CARRIED

6. Adjournment called by Councillor Meger at 8:20 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



**Alberta-Northwest Territories Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion**, representing **Veterans** in Alberta and the NWT.

The **Alberta-NWT Command** is very proud to be preparing our 18th annual digital “**Military Service Recognition Book**” that helps recognize and honour many of our brave Veterans who served our Country so well during times of great conflict, as well as our modern-day veterans. This annual publication goes a long way to help the Legion in our job as the “**Keepers of Remembrance**”, so that none of us forget the selfless contributions made by our Veterans. Digital copies of past editions are available to view at <https://abnwtlegion.com/community/military-service-recognition-books/> or you may scan the QR code below for easy access.

We would like to have your organization’s support for this special Remembrance project by sponsoring an advertisement space in our “**Military Service Recognition Book.**” Proceeds raised from this important project will allow the Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada’s largest “Community Service” organizations and we are an integral part of all the communities we serve. This project ensures the Legion’s continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and/or support.

Sincerely,

David Velichko
President



MSR Guide



Alberta-Northwest Territory Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

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Full Colour Outside Back Cover	\$2,776.19	+	\$138.81	=	\$2,915.00
Inside Front/Back Cover (Full Colour)	\$2,414.29	+	\$120.71	=	\$2,535.00
Full Colour 2 Page Spread	\$3,861.90	+	\$193.10	=	\$4,055.00
Full Page (Full Colour)	\$1,928.57	+	\$96.43	=	\$2,025.00
Full Page	\$1,447.62	+	\$72.38	=	\$1,520.00
½ Page (Full Colour)	\$1,085.71	+	\$54.29	=	\$1,140.00
½ Page	\$842.86	+	\$42.14	=	\$885.00
¼ Page (Full Colour)	\$657.14	+	\$32.86	=	\$690.00
¼ Page	\$533.33	+	\$26.67	=	\$560.00
1/10 Page (Full Colour)	\$395.24	+	\$19.76	=	\$415.00
1/10 Page (Business Card)	\$328.57	+	\$16.43	=	\$345.00

G.S.T. Registration # R12 397 0410

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The Royal Canadian Legion
(AB-NWT RCL)
(Campaign Office)
P O Box 2275, Stn. M
Calgary, AB T2P 2M6



From:

Sent: October 1, 2025 8:49 AM

To: CAO <cao@townofbashaw.com>

Subject: Re: Bashaw Arena Repairs

Thank you for providing the Agenda Package.

After reviewing the figures, I would say that the funding received (in grants/recreational programs) with respect to the recreational facilities was quite low considering the needs of the facilities and what is available to apply for, some grants being upwards of \$125,000.00. Other options (applications may need to be made in collaboration with minor hockey, fun hockey or figure skating club) would be applying for Gord Bamfords foundation which provides funding to all things related to kids sports.

It appears that the funding received in prior years primarily went to general upkeep and the replacement of parts of the facilities that one would expect to be upgraded periodically, such as garage doors, boards, glass replacement and roofing. But very little funding or budgeting for major issues. Some major ongoing issues with the arena that have been in need of repair that continue to be overlooked include: the lines and heaters having gas leaks, moisture coming from the roof dripping onto the ice surface, significant flooding coming in from the back dinning area during spring months, MAJOR leaking from the roof in the area dividing the dinning area and the concession. These are just a handful of issues that have come to our attention.

On that note, I wonder why it is not a priority of the Town to seek out and apply for all available grants and financial programs available for recreational assistance. The rink is aging so finding a solution to fund the repairs is of the upmost importance if we do not want to lose the facilities. This problem is only going to get worse and it is evident from the numbers that it has been a very low priority of the Town of Bashaw to address things and find a timely solution.

In terms of maintaining the existing equipment and facilities, has the town considered contracting a different company or having a consulting body working annually with the current company? There have been many issues from oversight or lack of knowledge that lead to delayed ice placement in the facilities and last minute efforts or repairs. The aging facility may need an experienced professional who is familiar with the facilities and the ancient systems that keep it operational.

I think I can speak for many families that make up Bashaw's residents, we would like to see effort put forth. We would like this matter to be a regular discussion in council. We would like to see creative solutions.

I would formally ask that the following be spoken to in the next meeting and on an ongoing basis moving forward:

1. Arena repairs and upkeep;
2. Applying for Grants and Programs available ASAP and annually;
3. Review of the current company contracted to perform annual maintenance prior to putting in ice and consideration for consultation with a third party with greater experience with the old equipment/systems;
4. Planning for the future of recreation in Bashaw and budgeting for unforeseen circumstances;

Thanks for your time.

**TOWN OF BASHAW
MONTHLY STATEMENT
September 30, 2025**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
BALANCE AT END OF PREV MONTH	\$ 1,462,686.60	\$ 534,549.94	\$ 1,997,236.54
RECEIPTS FOR THE MONTH	\$ 24,708.71		\$ 24,708.71
ALBERTA DIRECT DEPOSIT	\$ 323,562.21		\$ 323,562.21
VOID	\$ 1,234.63		\$ 1,234.63
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 77,829.33		\$ 77,829.33
SERVUS CREDIT UNION - INTEREST	\$ 3,604.23		\$ 3,604.23
TERM #54 INTEREST - ADDED TO GENERAL	\$ 934.94	\$ -	\$ 934.94
TERM #55 INTEREST - ADDED TO GENERAL	\$ 347.98	\$ -	\$ 347.98
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
SUB-TOTAL	\$ 1,894,908.63	\$ 534,549.94	\$ 2,429,458.57
DISBURSEMENTS FOR THE MONTH	\$ 93,022.21		\$ 93,022.21
TRANSFER TO/FROM TERM		\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 40.63		\$ 40.63
BANK CONFIRMATION FEE	\$ -		
SCHOOL PAYMENT	\$ 83,979.31		
TRANSFER TO LGFF ACCOUNT	\$ 300,508.00		
BALANCE AT END OF MONTH	\$ 1,417,358.48	\$ 534,549.94	\$ 1,951,908.42
BANK BALANCE AT MONTH END	\$ 1,443,353.98	\$ 534,549.94	\$ 1,977,903.92
OUTSTANDING DAILY DEPOSITS	\$ 450.25		\$ 450.25
OUTSTANDING ONLINE/INTERAC	\$ 9,726.16		\$ -
OUTSTANDING DIR DEPOSITS	\$ -		
SUB-TOTAL	\$ 1,453,530.39	\$ 534,549.94	\$ 1,988,080.33
LESS OUTSTANDING CHEQUES	\$ 36,171.91		\$ 36,171.91
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
BALANCE AT END OF MONTH	\$ 1,417,358.48	\$ 534,549.94	\$ 1,951,908.42

THIS STATEMENT SUBMITTED TO COUNCIL

November 5, 2025

MAYOR

TOWN MANAGER



Town of Bashaw
General Ledger - Bank Reconciliation
Completed on 2025-10-07 by Darlene Tucker

Printed on: 2025-10-07
Printed by: Darlene Tucker

3-00-00-121-00 - Municipal Acct. in Credit Union

Statement Open:	\$1,516,014.15	+ Cleared Total:	(\$72,660.17)
		+ Adjustments:	\$0.00
Statement Close:	\$1,443,353.98	= Bank Rec Close:	\$1,443,353.98
		Proof:	\$0.00

Statement Start: 2025-09-01
Statement End: 2025-09-30

Un-Cleared Deposits

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11417	\$200.00
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11347	\$95.00
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11374	\$169.58
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11374	\$117.19
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11374	\$190.67
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11347	\$133.11
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11367	\$233.23
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11367	\$142.66
2025-09-30	Bank Deposit - OTHER	Cash Receipt		11367	\$1,195.20
2025-09-30	Bank Deposit - CASH	Cash Receipt		11383	\$10.00
2025-09-30	Bank Deposit - CASH	Cash Receipt		11383	\$81.95
2025-09-30	Bank Deposit - CASH	Cash Receipt		11383	\$200.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11375	\$200.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11375	\$1,124.93
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11375	\$72.26
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11375	\$117.66
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11375	\$89.51
2025-09-29	Bank Deposit - CREDIT CARD	Cash Receipt		11372	\$271.32
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11370	\$113.78
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11370	\$168.54
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11370	\$75.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11368	\$3,873.40
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11366	\$337.97
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11366	\$182.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11365	\$150.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11365	\$85.00
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11365	\$198.42
2025-09-29	Bank Deposit - OTHER	Cash Receipt		11365	\$189.73
2025-09-29	Bank Deposit - CASH	Cash Receipt		11383	\$158.30
Total Un-Cleared Deposits:					\$10,176.41

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-09-30	LOCAL AUTHORITY PENSION PLAN	AP Payment	17892	11409	(\$2,348.97)
2025-09-30	RECEIVER GENERAL OF CANADA	AP Payment	37	11410	(\$4,869.74)
2025-09-30	TRANSALTA ENERGY MARKETING CORP	AP Payment	17887	11380	(\$11,975.89)
2025-09-30	DIRECT ENERGY BUSINESS	AP Payment	17889	11380	(\$782.88)
2025-09-17	HECK'S HARDWARE	AP Payment	26673	11283	(\$821.33)
2025-09-17	BUNKER FIRE LTD.	AP Payment	26680	11283	(\$1,389.36)
2025-08-31	OK TIRE & AUTO	AP Payment	26658	11184	(\$81.85)
2025-08-31	Cheque Payment Refund - 2194569 ALBERTA LTD.	Refund		11207	(\$57.75)
2025-08-21	ALBERTA WASTE HANDLING	AP Payment	26642	11039	(\$630.00)
2025-06-30	ALBERTA WASTE HANDLING	AP Payment	26577	10566	(\$630.00)
Total Un-Cleared Payments:					(\$23,587.77)



Town of Bashaw
General Ledger - Bank Reconciliation
Completed on 2025-10-07 by Darlene Tucker

Printed on: 2025-10-07
Printed by: Darlene Tucker

3-00-00-121-00 - Municipal Acct. in Credit Union

Statement Open:	\$1,516,014.15	+ Cleared Total:	(\$72,660.17)
		+ Adjustments:	\$0.00
Statement Close:	\$1,443,353.98	= Bank Rec Close:	\$1,443,353.98
		Proof:	\$0.00

Statement Start: 2025-09-01

Statement End: 2025-09-30

Un-Cleared Other

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-09-30	UNPS	Bank Rec Adj		11389	(\$1.78)
2025-09-30	CAFT	Bank Rec Adj		11404	(\$12,582.36)
Total Un-Cleared Other:					(\$12,584.14)

Bank Rec Close:	\$1,443,353.98
+ Un-Cleared Deposits:	\$10,176.41
+ Un-Cleared Payments:	(\$23,587.77)
+ Un-Cleared Other:	(\$12,584.14)
= Adjusted Bank Rec Total:	\$1,417,358.48
Bank Balance as of 2025-09-30:	\$1,417,358.48

CAO

From: 
Sent: October 15, 2025 1:25 PM
To: CAO
Subject: Community Airport Program | Alberta.ca



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender

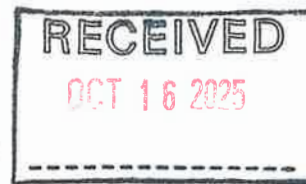
[You don't often get email from . Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hi Teresa,

Before we really dive into this, I quickly looked this up and found this site for applying for funding. Funding for next year application deadline is November 30 so I thought I'd get this on the top of your to-do list asap. (You're welcome)

I'll get back to you soon

<https://www.alberta.ca/stip-community-airport-program>



4612-53 STREET
CAMROSE, AB T4V 1Y6
403-679-2000
info@bethanygrp.ca
www.camroselodges.ca

October 7, 2025

CAO Theresa Fuller
Town of Bashaw
cao@townofbashaw.com

Dear CAO Fuller:

I am pleased to provide you the following information for your upcoming organizational meeting.

Camrose and Area Lodge Authority (CALA) is a Housing Management Body established by provincial Ministerial Order and governed by provincial legislation. As a member of Camrose and Area Lodge Authority, the Town of Bashaw has one voting member as outlined in the Ministerial Order. In January 2025, the Ministry of Assisted Living and Social Services sent out clarification that the ministerial order does not allow for alternates, only the appointed members may vote or be counted towards quorum. Please provide the name and contact information (email address and phone number) of the designates to melodie.stol@bethanygrp.ca as soon as possible.

The next meeting of CALA has been scheduled for Friday December 5 starting at 9 am. The meeting will be held at The Bethany Group – Heritage Building offices at 4612-53 Street, Camrose. There are normally 5-6 meetings per year and are typically held Friday morning. The board will approve their 2026 meeting schedule during the December 5 meeting.

I look forward to working with the Town of Bashaw appointed CALA board member.

Sincerely,

Carla Beck
CEO, The Bethany Group
CAO, Camrose and Area Lodge Authority

Carla Beck



FortisAlberta Inc.
100 Chippewa Road
Sherwood Park, AB
T8A 4H4
Chris Burt
Stakeholder Relations Manager

Oct 23, 2025

Mayor and Council
Town of Bashaw
5011 52 Avenue
Bashaw, Alberta T0B 0H0

Dear Mayor and Council,

On behalf of FortisAlberta, your electricity distribution service provider, I would like to extend warm congratulations to all newly elected and returning members of council. Your dedication to public service and your communities is truly commendable.

As your Stakeholder Relations Manager, I look forward to serving as a trusted advisor and partner to you and your municipality. Our team at FortisAlberta values the strong relationships we share with local governments, and we are committed to working alongside you to support the priorities and needs of your community.

As you settle into your new or returning role, please know that I am your primary point of contact. I encourage you to reach out at any time. I am here to listen, provide support and ensure open communication between your council and FortisAlberta.

Wishing you every success in your term ahead. I look forward to connecting with you soon and continuing to strengthen our partnership.

Best regards,

A handwritten signature in black ink that reads "Chris Burt". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Chris Burt
Stakeholder Relations Manager
780-464-8377
chris.burt@fortisalberta.com

From: >
Sent: October 21, 2025 5:12 PM
To: I
Subject: G.I.S. - Guaranteed Income Supplement unchanged since 2018

Mayors and Reeves of Battle River-Crowfoot riding,

It's time to reach out; at least 50% of citizens in the riding are seniors.

Please contact the Honorable Pierre Poilievre, who should ask Prime Minister Carney why senior citizens in the riding, as well as the rest of Canada, have not seen the Guaranteed Income Supplement (G.I.S.) Tier levels have increased since 2018, when they were increased by 10%. Since 2018 to 2025 inflation has increased by 27% leaving seniors with less and less money to buy food, pay rent and utility bills.

Guaranteed Income Supplement amounts – October to December 2025

Your situation	Your annual income must be	Maximum monthly payment amount
I am single, divorced or widowed	Less than \$22,440	up to \$1,105.43
I have a spouse/common-law partner who receives the full OAS pension	Less than \$29,616 (combined annual income of couple)	up to \$665.41
I have a spouse/common-law partner who receives the Allowance	Less than \$41,472 (combined annual income of couple)	up to \$665.41
I have a spouse/common-law partner who does not receive an OAS pension or Allowance	Less than \$53,808 (combined annual income of couple)	up to \$1,105.43

Sent from [Outlook](#)



Bashaw & District Regional Health & Wellness Foundation

PO Box 760, Bashaw, AB T0B 0H0

Councillors
Town of Bashaw
Box 510
Bashaw, AB T0B 0H0

October 22, 2025

Ladies & Gentlemen:

We are pleased to announce that we have formally partnered with the Bashaw Regional Wellness Team in the work they are doing to create the Bashaw Regional Wellness Centre, and to ensure the continuity of the Bashaw Medical Clinic.

Last night, we held a public meeting and AGM so that we could share information of the new partnership, our renewed vision, and invite community members to be part of the work we do. I'd like to introduce our new Board of Directors:

Penny Shantz – Chair
Dawn Mcfadyen – Secretary/Treasurer
Marilyn Hoy – Director
Georgina Szumlas – Director
Christine Buelow – Director

Ted Szumlas – Vice-Chair
Ed Hagel – Director
Karen Webster – Director
Marianne Schroeder – Director

On behalf of the Board, I'd like to request that the Town of Bashaw provide a representative on our Board. This representative would provide a valuable connection between our work, and the municipality.

Thank you for considering our request. Please contact me at (780) 372-3087 or pennyandron@hotmail.com with any questions if needed.

Sincerely,



Penny Shantz
Board Chair

RECEIVED
OCT 30 2025



Town of Bashaw

Budget Variance Report

TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 01 REVENUE - Taxes							
1-00-00-110-00	Residential	(\$623,560.69)	\$0.00	(\$640,594.01)	(\$640,594.01)	\$0.00	100.00%
1-00-00-110-01	Non-Residential	(\$179,506.67)	\$0.00	(\$184,770.23)	(\$184,915.42)	(\$145.19)	99.92%
1-00-00-110-03	Machinery and Equipment	(\$19,968.85)	\$0.00	(\$21,336.27)	(\$21,336.27)	\$0.00	100.00%
1-00-00-110-04	Linear	(\$23,779.94)	\$0.00	(\$24,925.71)	(\$24,925.71)	\$0.00	100.00%
1-00-00-110-05	Railway	(\$1,829.12)	\$0.00	(\$1,891.35)	(\$1,891.35)	\$0.00	100.00%
1-00-00-110-06	Farmland	(\$134.45)	\$0.00	(\$128.79)	(\$128.79)	\$0.00	100.00%
1-00-00-110-08	Camrose & District Lodge Authority	(\$2,691.82)	\$0.00	(\$3,242.32)	(\$3,240.00)	\$2.32	100.07%
1-00-00-110-09	Alberta School Foundation - ASFF	(\$224,699.87)	\$0.00	(\$261,819.98)	(\$261,876.36)	(\$56.38)	99.97%
1-00-00-110-10	Designated Industrial Properties (DIP)	(\$188.26)	\$0.00	(\$189.36)	(\$189.36)	\$0.00	100.00%
1-00-01-110-00	Residential Grants in Lieu	(\$2,415.92)	\$0.00	(\$2,460.44)	(\$2,460.44)	\$0.00	100.00%
1-00-01-110-01	Non-Residential Grants in Lieu	(\$16,001.96)	\$0.00	(\$17,057.68)	(\$17,057.68)	\$0.00	100.00%
Account Group 01 REVENUE - Taxes Totals		(\$1,094,777.55)	\$0.00	(\$1,158,416.14)	(\$1,158,615.39)	(\$199.25)	1,099.96%
Account Group: 02 REVENUE - Other Revenue Own Sources							
1-00-00-510-00	Penalties and Costs on Taxes	(\$38,320.27)	(\$45.00)	(\$40,317.62)	(\$35,000.00)	\$5,317.62	115.19%
1-00-00-530-00	Fines Issued	(\$787.00)	\$0.00	(\$850.00)	(\$1,000.00)	(\$100.00)	90.00%
1-00-00-540-00	Franchise Fees	(\$64,544.17)	(\$3,868.15)	(\$54,605.11)	(\$67,035.00)	(\$6,726.53)	89.96%
1-00-00-550-00	Return on Investments	(\$81,037.89)	(\$5,572.42)	(\$37,712.70)	(\$45,000.00)	(\$7,287.30)	83.80%
1-00-00-590-00	Other Revenue from Own Sources - GST Int	(\$45.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 02 REVENUE - Other Revenue Own Sources Totals		(\$184,734.33)	(\$9,485.57)	(\$133,485.43)	(\$148,035.00)	(\$8,796.21)	378.95%
Account Group: 03 REVENUE - Conditional Grants <i>Includes LGFF Capital Grant</i>							
1-00-00-840-00	Provincial Conditional Grant	(\$144,262.00)	(\$300,508.00)	(\$588,422.00)	(\$118,190.00)	\$588,422.00	597.86%
Account Group 03 REVENUE - Conditional Grants Totals		(\$144,262.00)	(\$300,508.00)	(\$588,422.00)	(\$118,190.00)	\$588,422.00	597.86%
Account Group: 05 REVENUE - General Administrative Revenue							
1-12-00-410-00	General Services and Supplies Revenues	(\$3,017.27)	\$0.00	(\$2,561.98)	(\$2,800.00)	(\$133.02)	95.24%
1-12-00-520-00	Licenses and Permits	(\$1,198.66)	\$0.00	(\$25.03)	(\$200.00)	(\$74.56)	62.72%
1-12-00-560-00	Rentals and Lease Revenue	(\$20,844.54)	(\$5,930.95)	(\$18,586.95)	(\$20,500.00)	\$823.75	104.01%
1-12-00-590-00	Other Revenue <i>Includes Paper Stnd Fee</i>	(\$5,258.20)	(\$316.00)	(\$6,269.83)	(\$4,000.00)	\$2,269.83	156.74%
Account Group 05 REVENUE - General Administrative Revenue Totals		(\$30,318.67)	(\$6,246.95)	(\$27,443.79)	(\$27,500.00)	\$2,886.00	418.71%
Account Group: 06 REVENUE - Fire Fighting and Preventive Services							
1-23-00-400-00	County Fire Fighting Responses	(\$15,924.73)	\$0.00	(\$11,441.86)	(\$16,900.00)	(\$5,458.14)	67.70%
1-23-00-400-01	Motor Vehicle Responses	(\$7,099.68)	(\$1,095.00)	(\$1,095.00)	(\$6,000.00)	(\$4,905.00)	18.25%
1-23-00-400-04	Fire Expenses Recovered	(\$1,871.25)	\$0.00	\$0.00	(\$1,800.00)	(\$1,800.00)	0.00%
1-23-00-560-00	In Town Fire Revenue	(\$15,591.75)	\$0.00	(\$16,715.00)	(\$5,500.00)	\$11,215.00	303.90%



Town of Bashaw

Budget Variance Report

TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 06 REVENUE - Fire Fighting and Preventive Services							
1-23-00-590-00	Other Revenue - Gifts/Donations <i>transf from FF fund.</i>	(\$2,100.00)	\$0.00	(\$9,000.00)	\$0.00	\$9,000.00	0.00%
1-23-00-840-00	Grants from Provincial Government <i>MPR Fund</i>	(\$11,166.49)	\$0.00	(\$8,500.00)	\$0.00	\$8,500.00	0.00%
1-23-00-850-00	Annual County Shared Service Funding	(\$26,700.63)	\$0.00	(\$24,916.91)	(\$24,916.91)	\$0.00	100.00%
1-23-00-850-01	Annual Training Shared Service Funding	(\$1,000.00)	\$0.00	(\$1,000.00)	(\$1,000.00)	\$0.00	100.00%
1-23-00-850-02	Annual Pager Maintenance Shared Service Funding	(\$500.00)	\$0.00	(\$500.00)	(\$500.00)	\$0.00	100.00%
1-23-00-850-03	Annual Firefighter Shared Service Funding	(\$1,689.18)	\$0.00	(\$1,629.84)	(\$1,700.00)	(\$70.16)	95.87%
1-23-00-850-04	Annual Personal Protective Eqpt. Shared Service	(\$4,252.33)	\$0.00	(\$5,078.72)	(\$4,898.00)	\$180.72	103.68%
1-23-00-850-06	Annual County Funding Emergency Dispatch	(\$5,830.14)	\$0.00	\$0.00	(\$5,831.00)	(\$5,831.00)	0.00%
1-23-00-860-00	Grants From Private Organizations	(\$14,036.67)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 06 REVENUE - Fire Fighting and Preventive Services Totals		(\$107,762.85)	(\$1,095.00)	(\$79,877.33)	(\$69,045.91)	\$10,831.42	889.40%
Account Group: 07 REVENUE - Bylaw Services							
1-26-00-520-00	Building Permit Fees	(\$1,765.63)	(\$42.90)	(\$1,096.39)	(\$1,500.00)	(\$94.93)	93.67%
1-26-00-525-00	Animal Licenses & Fines	(\$2,833.15)	\$0.00	(\$2,678.53)	(\$2,000.00)	\$678.53	133.92%
Account Group 07 REVENUE - Bylaw Services Totals		(\$4,598.78)	(\$42.90)	(\$3,774.92)	(\$3,500.00)	\$583.60	227.59%
Account Group: 08 REVENUE - Shop, Roads, Streets, Walks, Lighting							
1-32-00-560-00	Equipment Rental	(\$120.00)	\$0.00	\$0.00	(\$200.00)	(\$200.00)	0.00%
1-32-00-590-00	Other Revenues <i>Metal Recycle</i>	(\$398.12)	\$0.00	(\$1,992.60)	(\$400.00)	\$1,592.60	498.15%
1-32-00-780-00	GAIN/LOSS ON TCA	\$17,643.60	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 08 REVENUE - Shop, Roads, Streets, Walks, Lighting Totals		\$17,125.48	\$0.00	(\$1,992.60)	(\$600.00)	\$1,392.60	498.15%
Account Group: 09 REVENUE - Airport							
1-33-00-560-00	Hay Revenue - Airport	(\$1,360.59)	\$0.00	(\$1,360.59)	(\$1,360.59)	\$0.00	100.00%
1-33-00-561-00	Airport Hangar Lease	(\$800.00)	\$0.00	(\$800.00)	(\$800.00)	\$0.00	100.00%
Account Group 09 REVENUE - Airport Totals		(\$2,160.59)	\$0.00	(\$2,160.59)	(\$2,160.59)	\$0.00	200.00%
Account Group: 10 REVENUE - Water Supply and Distribution							
1-41-00-410-00	Sale of Water (Bills)	(\$461,113.03)	(\$42,380.47)	(\$364,580.91)	(\$466,645.00)	(\$101,871.51)	78.16%
1-41-00-411-00	Sale of Water (Bulk)	(\$14,074.75)	(\$400.00)	(\$10,951.24)	(\$14,000.00)	(\$3,048.76)	78.22%
1-41-00-590-00	Other Revenue <i>True Up and NSF Chgs.</i>	(\$8,879.59)	\$0.00	(\$17,771.98)	(\$17,636.98)	\$180.00	101.02%
1-41-00-830-00	Federal Conditional Grant	(\$15,864.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 10 REVENUE - Water Supply and Distribution Totals		(\$499,931.37)	(\$42,780.47)	(\$393,304.13)	(\$498,281.98)	(\$104,740.27)	257.40%
Account Group: 11 REVENUE - Sanitary Sewage Services and Treatment							
1-42-00-239-00	Septic Receiving Station - NO GST	(\$13,347.24)	(\$1,519.69)	(\$8,886.11)	(\$12,000.00)	(\$1,780.32)	85.16%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 11 REVENUE - Sanitary Sewage Services and Treatment							
1-42-00-410-00	Sewage Services Fees and Charges	(\$128,809.65)	(\$11,632.03)	(\$99,990.29)	(\$125,000.00)	(\$24,999.39)	80.00%
1-42-00-590-00	Other Sewer Revenue <i>Sewer install</i>	\$120.00	<i>Unrecorded</i> \$0.00	(\$5,038.00)	(\$200.00)	\$4,838.00	2,519.00%
1-42-00-830-00	Federal Conditional Grants	(\$16,376.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 11 REVENUE - Sanitary Sewage Services and Treatment Totals		(\$158,412.89)	(\$13,151.72)	(\$113,914.40)	(\$137,200.00)	(\$21,941.71)	2,684.16%
Account Group: 12 REVENUE - Garbage Collection and Disposal							
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	(\$85,139.28)	(\$5,653.87)	(\$56,444.19)	(\$66,674.28)	(\$10,223.63)	84.66%
Account Group 12 REVENUE - Garbage Collection and Disposal Totals		(\$85,139.28)	(\$5,653.87)	(\$56,444.19)	(\$66,674.28)	(\$10,223.63)	84.66%
Account Group: 14 REVENUE - Utility Penalty							
1-45-00-510-00	Utility Penalty	(\$9,187.09)	(\$1,883.71)	(\$7,708.47)	(\$9,000.00)	(\$1,291.53)	85.64%
Account Group 14 REVENUE - Utility Penalty Totals		(\$9,187.09)	(\$1,883.71)	(\$7,708.47)	(\$9,000.00)	(\$1,291.53)	85.64%
Account Group: 15 REVENUE - Family and Community Support Services							
1-51-00-840-01	F.C.S.S. Provincial Conditional Grant	(\$25,658.93)	\$0.00	(\$18,938.74)	(\$25,658.93)	(\$305.46)	98.80%
1-51-00-850-01	F.C.S.S. Camrose County Requisition	(\$31,625.89)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 15 REVENUE - Family and Community Support Services Totals		(\$57,284.82)	\$0.00	(\$18,938.74)	(\$25,658.93)	(\$305.46)	98.80%
Account Group: 16 REVENUE - Cemetery and Crematoriums							
1-56-00-410-00	Cemetery Revenue	(\$4,660.00)	(\$45.00)	(\$1,370.00)	(\$3,500.00)	\$155.00	104.42%
Account Group 16 REVENUE - Cemetery and Crematoriums Totals		(\$4,660.00)	(\$45.00)	(\$1,370.00)	(\$3,500.00)	\$155.00	104.42%
Account Group: 17 REVENUE - Municipal Planning, Zoning and Development							
1-61-00-520-00	Development Permits	(\$1,480.00)	(\$280.48)	(\$1,561.92)	(\$1,200.00)	\$551.92	145.99%
1-61-00-840-00	Economic Development - Provincial Grant	(\$41,521.45)	\$0.00	\$0.00	(\$58,863.23)	(\$58,863.23)	0.00%
Account Group 17 REVENUE - Municipal Planning, Zoning and Development Totals		(\$43,001.45)	(\$280.48)	(\$1,561.92)	(\$60,063.23)	(\$58,311.31)	145.99%
Account Group: 18 REVENUE - Tourism							
1-62-00-410-00	Sale of Promotional Items	(\$5.81)	\$0.00	(\$1.90)	\$0.00	\$1.90	0.00%
Account Group 18 REVENUE - Tourism Totals		(\$5.81)	\$0.00	(\$1.90)	\$0.00	\$1.90	0.00%
Account Group: 19 REVENUE - Subdivision, Land and Development							
1-66-00-464-00	Sales of Land	(\$29,047.62)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 19 REVENUE - Subdivision, Land and Development Totals		(\$29,047.62)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 20 REVENUE - Rental Buildings							
1-69-00-560-01	Office Rent	(\$7,284.03)	(\$832.00)	(\$7,088.00)	(\$8,384.00)	(\$464.00)	94.46%
Account Group 20 REVENUE - Rental Buildings Totals		(\$7,284.03)	(\$832.00)	(\$7,088.00)	(\$8,384.00)	(\$464.00)	94.46%



Town of Bashaw

Budget Variance Report

TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 21 REVENUE - Recreation Facilities and Programs							
1-71-00-410-12	Ball Diamond Revenue	(\$1,841.90)	\$0.00	(\$2,060.00)	(\$1,800.00)	\$260.00	114.44%
1-71-00-410-20	Skate Sharpening Revenue	(\$28.56)	\$0.00	\$0.00	(\$30.00)	(\$30.00)	0.00%
1-71-00-410-21	Ice Revenue - Minor Hockey	(\$52,334.97)	\$0.00	(\$24,064.27)	(\$51,000.00)	(\$26,935.73)	47.18%
1-71-00-410-22	Ice Revenue - Figure Skating	(\$8,475.00)	\$0.00	(\$4,564.29)	(\$8,000.00)	(\$3,435.71)	57.05%
1-71-00-410-23	Ice Revenue - Senior Hockey	(\$2,540.48)	\$0.00	(\$1,257.14)	(\$2,000.00)	(\$742.86)	62.85%
1-71-00-410-24	Ice Revenue - Private Rentals	(\$559.51)	\$0.00	(\$595.22)	(\$200.00)	\$395.22	297.61%
1-71-00-410-25	Ice Revenue - Other	(\$107.14)	\$0.00	(\$416.67)	(\$100.00)	\$316.67	416.67%
1-71-00-410-26	Arena - Summer Recreation Revenue	(\$114.29)	\$0.00	(\$45.00)	(\$115.00)	(\$70.00)	39.13%
1-71-00-590-00	Other Revenues Fundraising	\$0.00	\$0.00	(\$190.48)	\$0.00	\$690.48	0.00%
1-71-00-590-20	Other Revenues <i>Ads and banners</i>	(\$2,711.43)	<i>Agreed</i> (\$2,023.81)	(\$4,323.84)	(\$2,500.00)	\$1,823.84	172.95%
1-71-00-850-00	Conditional Grants from Other Local Govt <i>CC 28, 571.43 L. 9, 157.79</i>	(\$35,781.06)	\$0.00	(\$37,729.22)	(\$34,000.00)	\$3,729.22	110.96%
1-71-01-410-21	Minor Hockey - Visitors <i>AK Inv for \$414.00</i>	(\$2,457.14)	\$0.00	\$0.00	(\$2,000.00)	(\$1,285.70)	35.71%
1-71-01-410-23	Senior Hockey - Visitors	(\$209.52)	\$0.00	\$0.00	(\$200.00)	(\$200.00)	0.00%
Account Group 21 REVENUE - Recreation Facilities and Programs Totals		(\$107,161.00)	(\$2,023.81)	(\$75,246.13)	(\$101,945.00)	(\$25,484.57)	1,354.55%
Account Group: 22 REVENUE - Parks							
1-72-00-400-00	Parks Revenue <i>Trailer Stations and parking</i>	(\$3,463.57)	(\$229.05)	(\$3,772.54)	(\$3,200.00)	\$632.54	119.76%
1-72-00-860-00	Grants - Other Organizations <i>Fortis Tree</i>	(\$2,500.00)	\$0.00	(\$2,500.00)	\$0.00	\$2,500.00	0.00%
Account Group 22 REVENUE - Parks Totals		(\$5,963.57)	(\$229.05)	(\$6,272.54)	(\$3,200.00)	\$3,132.54	119.76%
Account Group: 23 REVENUE - Community Centre							
1-74-00-840-00	Provincial Conditional Grant	(\$23,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 23 REVENUE - Community Centre Totals		(\$23,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 25 EXPENSES - Council and Other Legislative							
2-11-00-130-40	Canada Pension Plan - Councillors	\$1,199.86	\$0.00	\$598.98	\$1,300.00	\$701.02	46.07%
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	\$815.40	\$45.90	\$653.10	\$850.00	\$196.90	76.83%
2-11-00-151-00	Meeting Fees - Council	\$22,321.43	\$0.00	\$11,071.43	\$22,500.00	\$11,428.57	49.20%
2-11-00-211-00	Travel, Subsistence & Course Fees - Council	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%
2-11-00-290-00	Election Fees	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%
2-11-00-510-00	Council Supplies	\$512.86	\$34.03	\$65.54	\$500.00	\$434.46	13.10%
2-11-00-770-00	Community Contributions	\$5,967.87	\$139.96	\$5,268.03	\$7,795.00	\$2,526.97	67.58%
Account Group 25 EXPENSES - Council and Other Legislative Totals		\$30,817.42	\$219.89	\$17,657.08	\$39,445.00	\$21,787.92	252.78%
Account Group: 26 EXPENSES - General Administration and Other							
2-12-00-110-00	Salaries - Office Staff	\$184,179.01	\$15,092.66	\$136,374.81	\$181,649.83	\$45,275.02	75.07%
2-12-00-130-40	Employer Cost CPP	\$11,064.92	\$877.54	\$9,548.08	\$11,942.33	\$2,394.25	79.95%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 26 EXPENSES - General Administration and Other							
2-12-00-130-41	Employer Cost Employment Insurance	\$3,774.16	\$190.00	\$3,016.54	\$3,844.43	\$827.89	78.46%
2-12-00-130-43	Employer Cost LAPP	\$18,885.59	\$1,624.24	\$14,370.13	\$18,198.06	\$3,827.93	78.96%
2-12-00-130-44	Employer Cost - AMSC	\$15,620.78	\$1,412.46	\$12,714.49	\$16,947.36	\$4,232.87	75.02%
2-12-00-130-45	Workers Compensation	\$5,627.70	\$0.00	\$5,694.81	\$6,556.09	\$861.28	86.86%
2-12-00-130-46	R.R.S.P. Contribution	\$592.96	\$25.08	\$474.72	\$615.16	\$140.44	77.17%
2-12-00-140-00	Administrative Course Fees <i>Leadership Course and NACLA</i>	\$2,582.00	\$865.00	\$13,222.31	\$13,000.00	(\$402.31)	103.09%
2-12-00-211-00	Travel & Subsistence	\$1,971.94	\$0.00	\$0.00	\$1,200.00	\$1,200.00	0.00%
2-12-00-215-00	Freight, Postage, Phone & Land Titles	\$8,061.86	\$245.54	\$5,499.55	\$8,100.00	\$2,699.44	66.67%
2-12-00-220-00	Advertising, Printing, Subscriptions <i>Ext. Development Ads.</i>	\$1,756.54	\$0.00	\$4,102.01	\$1,800.00	(\$2,302.01)	227.88%
2-12-00-225-00	Municipal Memberships	\$3,920.24	\$0.00	\$4,063.00	\$3,975.00	(\$88.00)	102.21%
2-12-00-230-00	Professional & Consulting Services <i>Fin Software Assmnt Fees</i>	\$68,385.28	\$3,379.37	\$47,091.73	\$72,029.72	\$20,376.80	71.71%
2-12-00-230-20	Professional Fees - Audit	\$27,885.00	\$0.00	\$1,975.00	\$28,000.00	\$26,025.00	7.05%
2-12-00-230-21	Engineering <i>498t Project.</i>	\$0.00	\$6,683.04	\$23,778.06	\$2,000.00	(\$28,380.46)	1,519.02%
2-12-00-230-22	Legal	\$3,895.50	\$0.00	\$9,401.00	\$10,000.00	\$599.00	94.01%
2-12-00-250-00	Repairs & Maintenance	\$5,276.64	\$0.00	\$29.95	\$5,000.00	\$4,970.05	0.59%
2-12-00-274-00	Insurance	\$30,230.12	\$0.00	\$31,810.83	\$31,810.83	\$0.00	100.00%
2-12-00-290-00	Election and Census Fees	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	0.00%
2-12-00-510-00	General Office Supplies <i>Includes Server</i>	\$3,831.88	\$43.41	\$16,371.85	\$4,800.00	(\$11,575.68)	341.16%
2-12-00-540-50	General Administration Power	\$2,127.69	\$189.13	\$1,364.96	\$2,300.00	\$935.04	59.34%
2-12-00-540-51	General Administration Natural Gas	\$1,757.06	\$46.85	\$997.96	\$1,900.00	\$902.04	52.52%
2-12-00-810-00	Bank Charges	\$575.19	\$69.88	\$512.88	\$600.00	\$87.12	85.48%
2-12-00-905-00	ARO Accretion - Admin	\$4,861.22	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-12-00-910-00	Tax Adjustments	\$3,700.21	\$0.00	\$548.22	\$7,510.66	\$6,962.44	7.29%
2-12-00-990-00	Miscellaneous	\$48.00	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
2-12-00-990-01	Penny	\$0.01	\$0.86	\$0.83	\$0.50	(\$0.31)	162.00%
Account Group 26 EXPENSES - General Administration and Other Totals		\$410,611.50	\$30,745.06	\$342,963.72	\$434,429.97	\$80,217.84	3,551.51%
Account Group: 27 EXPENSES - Fire Fighting and Preventive Services							
2-23-00-110-00	Administration	\$7,487.84	\$696.74	\$6,265.33	\$8,347.43	\$2,082.10	75.05%
2-23-00-130-00	Employer Contribution - A.M.E. & Seaboard	\$2,921.58	\$163.60	\$2,523.48	\$3,000.00	\$476.52	84.11%
2-23-00-159-00	Deputy Fire Chief Fees	\$2,175.00	\$175.00	\$1,575.00	\$2,100.00	\$525.00	75.00%
2-23-00-159-01	Fire Chief Honorarium	\$2,750.00	\$250.00	\$2,250.00	\$3,000.00	\$750.00	75.00%
2-23-00-159-02	Firefighter Honorarium	\$40,267.00	\$0.00	\$1,125.00	\$38,000.00	\$36,875.00	2.96%
2-23-00-159-03	Regional Fire Service Coordinator <i>Fire Inspections</i>	\$451.75	\$0.00	\$695.00	\$0.00	(\$695.00)	0.00%
2-23-00-211-00	Travel & Subsistence	\$433.20	\$0.00	\$775.20	\$500.00	(\$309.94)	161.98%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 27 EXPENSES - Fire Fighting and Preventive Services							
2-23-00-215-00	Telephone	\$5,181.74	\$348.39	\$3,617.81	\$3,800.00	\$253.23	93.33%
2-23-00-215-01	Pager Repair & Maintenance	\$451.75	\$0.00	\$0.00	\$460.00	\$460.00	0.00%
2-23-00-216-00	Freight & Postage	\$366.66	\$23.20	\$476.82	\$250.00	(\$226.82)	190.72%
2-23-00-217-00	Dispatch	\$7,773.50	\$0.00	\$0.00	\$7,773.50	\$7,773.50	0.00%
2-23-00-239-00	Fire - Mutual Aid	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00	0.00%
2-23-00-250-00	Fire Hall Maintenance	\$5,789.20	\$0.00	\$412.20	\$2,000.00	\$1,587.80	20.61%
2-23-00-274-00	Building Insurance	\$2,289.03	\$0.00	\$2,475.51	\$2,475.51	\$0.00	100.00%
2-23-00-274-01	Vehicle & Mobile Equipment Insurance	\$1,910.00	\$0.00	\$1,859.00	\$1,487.00	(\$372.00)	125.01%
2-23-00-510-00	General Supplies	\$28,831.49	\$0.00	\$6,006.49	\$4,575.00	(\$1,431.49)	131.28%
2-23-00-521-03	Town Fire Truck (1992 Volvo) Unit 207 Repairs & Maint	\$2,904.76	\$0.00	\$0.00	\$3,100.00	\$3,100.00	0.00%
2-23-00-521-04	Town Wildland Fire Truck (2002 CHEV) Unit 208 Repairs&Maint	(\$258.21)	\$0.00	\$1,703.05	\$0.00	(\$1,703.05)	0.00%
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)	\$141.57	\$0.00	\$34.36	\$400.00	\$365.64	8.59%
2-23-00-521-50	Fuel County Fire Vehicles & Equipment	\$3,804.66	\$260.39	\$2,148.77	\$3,900.00	\$1,751.23	55.09%
2-23-00-522-01	County IHC Fire Truck Unit FT024 - Repairs&Maint	\$2,277.25	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-23-00-522-02	County Dodge Rescue Van - FT033 Rep & Maint	\$0.00	(\$77.95)	\$0.00	\$0.00	\$0.00	0.00%
2-23-00-522-03	County Water Unit FT017 96 Mack - Rep & Maint	\$0.00	(\$1,897.14)	\$0.00	\$0.00	\$0.00	0.00%
2-23-00-522-04	County Wildland Truck (2007 F350) FT036 - Rep&Mntn	\$286.85	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-23-00-523-00	Personal Protective Equipment Repairs & Maintenance	\$14,375.90	\$1,490.00	\$11,989.53	\$16,996.00	\$5,006.47	70.54%
2-23-00-540-32	Training	\$378.29	\$0.00	\$2,482.17	\$4,000.00	\$1,517.83	62.05%
2-23-00-540-50	Fire Protection Power Fire Hall	\$2,244.27	\$187.73	\$1,311.78	\$2,400.00	\$1,088.22	54.65%
2-23-00-540-51	Fire Protection Natural Gas Fire Hall	\$3,151.92	\$46.43	\$1,913.78	\$3,500.00	\$1,586.22	54.67%
2-23-00-905-00	ARO Accretion - Fire	\$803.26	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 27 EXPENSES - Fire Fighting and Preventive Services Totals		\$139,190.26	\$1,666.39	\$51,640.28	\$113,364.44	\$61,760.46	1,440.64%
Account Group: 28 EXPENSES - Distaster Services and Emergency Measures							
2-24-00-215-00	Freight, Postage, Phone EOC Centre	\$10.00	\$0.00	\$11.00	\$50.00	\$39.00	22.00%
2-24-00-510-00	General Office Supplies	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
2-24-00-540-00	Disaster Services & Training	\$0.00	\$105.01	\$215.88	\$1,000.00	\$784.12	21.58%
Account Group 28 EXPENSES - Distaster Services and Emergency Measures Totals		\$10.00	\$105.01	\$226.88	\$1,150.00	\$923.12	43.58%
Account Group: 29 EXPENSES - Bylaw Services							
2-26-00-110-00	Bylaw Enforcement Salaries	\$4,730.00	\$440.00	\$3,080.00	\$4,800.00	\$1,720.00	64.16%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 29 EXPENSES - Bylaw Services							
2-26-00-230-00	Cat and Dog Control Fees	\$5,310.62	\$0.00	\$4,472.00	\$6,500.00	\$2,028.00	68.80%
2-26-00-230-01	Policing Requisition Expense	\$43,840.75	\$0.00	\$11,316.25	\$44,386.00	\$33,069.75	25.49%
Account Group 29 EXPENSES - Bylaw Services Totals		\$53,881.37	\$440.00	\$18,868.25	\$55,686.00	\$36,817.75	158.45%
Account Group: 30 EXPENSES - Shop							
2-31-00-110-00	Salaries	\$23,638.91	\$1,333.91	\$26,001.14	\$12,365.00	(\$13,636.14)	210.28%
2-31-00-110-01	Salaries PW Administration Common Service	\$14,752.40	\$1,116.28	\$10,506.91	\$12,573.60	\$2,066.69	83.56%
2-31-00-130-40	Employer Cost CPP & Benefits	\$11,715.29	\$1,181.50	\$9,949.62	\$11,009.66	\$1,060.04	90.37%
2-31-00-130-41	Employer Cost Employment Insurance	\$4,303.51	\$404.81	\$3,696.17	\$4,009.38	\$313.21	92.18%
2-31-00-130-43	Employer Cost LAPP	\$13,407.69	\$893.22	\$12,059.92	\$19,177.00	\$7,117.08	62.88%
2-31-00-130-44	Employer Cost - AMSC	\$14,951.99	\$1,737.20	\$14,829.77	\$17,657.24	\$2,827.47	83.98%
2-31-00-130-45	Workers Compensation Board	\$5,627.65	\$0.00	\$6,405.96	\$7,519.05	\$1,113.09	85.19%
2-31-00-140-00	Course Fees	\$0.00	\$0.00	\$4,000.00	\$4,000.00	(\$180.00)	104.50%
2-31-00-190-00	Safety Equipment and Clothing	\$2,492.44	\$0.00	\$3,781.14	\$5,650.00	\$1,822.88	67.73%
2-31-00-215-00	Freight, Postage & Phone	\$3,197.22	\$131.55	\$1,716.30	\$3,401.00	\$1,567.85	53.90%
2-31-00-250-00	Repairs and Maintenance	\$3,142.20	\$71.24	\$1,544.75	\$3,000.00	\$1,455.25	51.49%
2-31-00-274-00	Insurance	\$1,819.40	\$0.00	\$1,968.48	\$1,968.48	\$0.00	100.00%
2-31-00-510-00	General Supplies	\$2,912.40	\$413.02	\$3,041.76	\$3,000.00	(\$45.76)	101.52%
2-31-00-510-63	Shop Tools	\$2,810.22	\$859.62	\$1,925.38	\$2,500.00	\$574.62	77.01%
2-31-00-531-00	Gas and Oil	\$343.62	\$0.00	\$355.51	\$350.00	(\$5.51)	101.57%
2-31-00-540-50	Public Works Power - Shop	\$2,728.68	\$141.94	\$1,544.38	\$2,800.00	\$1,255.62	55.15%
2-31-00-540-51	Public Works Natural Gas - Shop	\$4,623.94	\$54.66	\$3,080.82	\$5,000.00	\$1,919.18	61.61%
2-31-00-905-00	ARO Accretion - Shop	\$105.58	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 30 EXPENSES - Shop Totals		\$112,573.14	\$8,338.95	\$106,408.01	\$115,980.41	\$9,225.57	1,482.92%
Account Group: 31 EXPENSES - Road, Streets, Walks & Lighting							
2-32-00-110-00	Salaries & Wages	\$59,829.52	\$7,321.90	\$53,473.85	\$58,047.74	\$4,573.89	92.12%
2-32-00-140-00	Public Works Course Fees - Streets	\$536.45	\$28.00	\$1,913.00	\$3,500.00	\$1,587.00	54.65%
2-32-00-211-00	Streets - Travel & Subsistence	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	0.00%
2-32-00-215-00	Freight, Postage, Phone	\$1,031.12	\$0.00	\$427.61	\$1,100.00	\$672.39	38.87%
2-32-00-250-00	Road & Street Contract with Non-Gov't.	\$37,050.00	\$0.00	\$6,400.00	\$8,000.00	\$1,600.00	80.00%
2-32-00-274-00	Insurance	\$5,390.00	\$0.00	\$4,987.00	\$4,475.00	(\$512.00)	111.44%
2-32-00-510-00	General Goods & Services	\$23,259.36	\$0.00	\$10,742.36	\$10,300.00	(\$477.36)	104.63%
2-32-00-520-00	Equipment, Machines, Parts & Supplies	\$1,317.21	\$0.00	\$1,182.33	\$1,000.00	(\$182.33)	118.23%
2-32-00-520-41	Mobile 401 - IHC 4300	\$1,449.37	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 31 EXPENSES - Road, Streets, Walks & Lighting							
2-32-00-520-42	Mobile 402 - 2012 Ford Supercab 1/2 Ton	\$7,324.73	\$0.00	\$234.85	\$1,200.00	\$965.15	19.57%
2-32-00-520-43	Mobile 403 - FORD 550 SD	\$1,115.99	\$23.81	\$1,970.81	\$2,600.00	\$581.70	77.62%
2-32-00-520-44	Mobile 404 - Sander	\$138.39	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
2-32-00-520-45	Mobile 405 - Sweeper	\$5,789.88	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-32-00-520-46	Mobile 406 - John Deere TC44H Wheel Loader	\$6,000.47	\$0.00	\$378.56	\$4,000.00	\$3,621.44	9.46%
2-32-00-520-47	Mobile 407 - J.D. 570 A Grader	\$11,324.91	\$0.00	\$4.72	\$5,000.00	\$4,995.28	0.09%
2-32-00-520-48	Mobile 408 - Kubota M60	\$2,395.90	\$0.00	\$278.56	\$3,000.00	\$2,721.44	9.28%
2-32-00-520-49	Mobile 409 - Ford Sicklemower	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	0.00%
2-32-00-520-51	Lawn Mowers	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
2-32-00-520-53	Wacker Packer	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
2-32-00-520-54	Chain Saw	\$98.90	\$8.90	\$8.90	\$250.00	\$241.10	3.56%
2-32-00-520-55	Mobile 410 - Peterbilt Dump Truck	\$3,883.33	\$0.00	\$4.46	\$5,000.00	\$4,995.54	0.08%
2-32-00-520-56	Mobile 411 - Kubota B 7610 Tractor	\$1,445.59	\$0.00	\$235.29	\$1,200.00	\$964.71	19.60%
2-32-00-520-57	Mobile 412 - 2018 Kubota ZD1211 Mower	\$829.10	\$0.00	\$1,226.89	\$1,000.00	(\$226.89)	122.68%
2-32-00-520-58	Mobile 413 - Steamer	\$200.58	\$0.00	\$449.72	\$250.00	(\$199.72)	179.88%
2-32-00-520-60	Mobile 415 - Generator	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	0.00%
2-32-00-520-61	Mobile 416 - John Deere E12 Flex Wing	\$545.50	\$0.00	\$498.18	\$500.00	\$1.82	99.63%
2-32-00-520-62	Mobile 417 - 2003 GMC 4 X 4	\$2,476.69	\$0.00	\$34.44	\$500.00	\$465.56	6.88%
2-32-00-520-63	Mobile 419 - 2007 Kubota Mower	\$2,753.22	\$0.00	\$837.70	\$1,500.00	\$662.30	55.84%
2-32-00-520-64	Mobile 420 Flush Truck Rental fr Rosalind	\$1,650.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-32-00-520-65	Mobile 421 - Baldor Generator	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
2-32-00-520-66	Mobile 426 Bobcat A770	\$3,060.48	\$0.00	\$101.28	\$1,500.00	\$1,398.72	6.75%
2-32-00-520-67	Mobile 427 - 2016 Chev 1/2 Ton	\$0.00	\$0.00	\$2,001.71	\$1,000.00	(\$1,001.71)	200.17%
2-32-00-520-68	Mobile 428 - 2018 Chev 1/2 Ton	\$0.00	\$0.00	\$1,689.10	\$1,000.00	(\$708.58)	170.85%
2-32-00-521-41	Fuel - Mobile 401 IHC 4300	\$852.10	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-32-00-521-42	Fuel Mobile 402 2012 Ford Supercab 1/2 Ton	\$2,953.76	\$149.45	\$1,319.88	\$1,000.00	(\$319.88)	131.98%
2-32-00-521-43	Fuel - Mobile 403 FORD 550 SD	\$2,616.08	\$0.00	\$1,574.97	\$2,600.00	\$1,025.03	60.57%
2-32-00-521-45	Fuel - Mobile 405 Sweeper	\$129.30	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-32-00-521-46	Fuel - Mobile 406 John Deere TC44H Wheel Loader	\$4,811.54	\$344.06	\$2,871.49	\$4,800.00	\$1,928.51	59.82%
2-32-00-521-47	Fuel - Mobile 407 JD 570A Grader	\$3,353.37	\$0.00	\$1,075.25	\$3,500.00	\$2,424.75	30.72%
2-32-00-521-48	Fuel - Mobile 408 Kubota M60	\$517.66	\$75.40	\$75.40	\$550.00	\$474.60	13.70%
2-32-00-521-51	Fuel - Lawn Mowers	\$206.28	\$103.21	\$368.94	\$215.00	(\$153.94)	171.60%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 31 EXPENSES - Road, Streets, Walks & Lighting							
2-32-00-521-52	Fuel - Water Pumps	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
2-32-00-521-53	Fuel - Wacker Packer	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00	0.00%
2-32-00-521-54	Fuel - Chain Saw	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	0.00%
2-32-00-521-55	Fuel - Mobile 410 Peterbilt Dump Truck	\$427.10	\$153.14	\$1,001.12	\$2,000.00	\$998.88	50.05%
2-32-00-521-56	Fuel - Mobile 411 Kubota B 7610 Tractor	\$722.67	\$0.00	\$382.14	\$750.00	\$367.86	50.95%
2-32-00-521-57	Fuel - Mobile 412 2018 Kubota ZD1211 Mower	\$1,060.11	\$134.16	\$617.96	\$1,100.00	\$482.04	56.17%
2-32-00-521-58	Fuel - Mobile 413 Steamer	\$120.99	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
2-32-00-521-61	Fuel - Mobile 415 Generator	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00	0.00%
2-32-00-521-62	Fuel - Mobile 417 2003 GMC 4 x 4	\$3,816.08	\$0.00	\$1,829.26	\$1,000.00	(\$829.26)	182.92%
2-32-00-521-63	Fuel - Mobile 419 - 2007 Kubota Mower	\$356.91	\$63.75	\$213.28	\$500.00	\$286.72	42.65%
2-32-00-521-64	Fuel - Mobile 420 Flush Truck fr Rosalind	\$743.98	\$0.00	\$0.00	\$750.00	\$750.00	0.00%
2-32-00-521-65	Fuel - Mobile 421 Baldor Generator	\$0.00	\$0.00	\$0.00	\$700.00	\$700.00	0.00%
2-32-00-521-66	Fuel - Mobile 426 Bobcat A770	\$1,833.05	\$0.00	\$373.55	\$2,000.00	\$1,626.45	18.67%
2-32-00-521-67	Fuel - Mobile 427 - 2016 Chev 1/2 Ton	\$0.00	\$154.19	\$1,166.86	\$3,300.00	\$2,133.14	35.35%
2-32-00-521-68	Fuel - Mobile 428 - 2018 Chev 1/2 Ton	\$0.00	\$421.37	\$589.32	\$2,200.00	\$1,610.68	26.78%
2-32-00-530-00	Construction, Maint. Supplies & Repairs	\$1,793.27	\$0.00	\$0.00	\$16,000.00	\$16,000.00	0.00%
2-32-00-532-00	Grounds Materials/Trees	\$1,459.00	\$0.00	\$0.00	\$4,800.00	\$4,800.00	0.00%
2-32-00-535-00	Sidewalk replacement	\$5,937.80	\$70.00	\$70.00	\$10,000.00	\$9,511.82	4.88%
2-32-00-539-00	Dust Control	\$7,896.00	\$0.00	\$5,500.00	\$5,600.00	\$100.00	98.21%
2-32-00-540-50	Streets Power	\$71,758.88	\$6,223.91	\$49,055.63	\$72,000.00	\$22,944.37	68.13%
2-32-00-610-02	Sand Screening	\$0.00	\$0.00	\$0.00	\$1,600.00	\$1,600.00	0.00%
Account Group 31 EXPENSES - Road, Streets, Walks & Lighting Totals		\$294,262.62	\$15,275.25	\$157,166.37	\$257,057.74	\$99,371.22	2,685.03%
Account Group: 32 EXPENSES - Airport							
2-33-00-250-00	Airport Repairs & Maintenance	\$294.98	\$0.00	\$0.00	\$2,000.00	\$1,963.02	1.84%
2-33-00-274-00	Insurance	\$2,814.56	\$0.00	\$2,478.16	\$2,478.16	\$0.00	100.00%
2-33-00-520-00	Parts & Supplies	\$1,452.54	\$0.00	\$146.98	\$1,500.00	\$1,353.02	9.79%
2-33-00-540-50	Campus Energy Power	\$1,094.71	\$83.75	\$651.58	\$1,100.00	\$448.42	59.23%
2-33-00-905-00	ARO Accretion - Airport	\$395.17	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 32 EXPENSES - Airport Totals		\$6,051.96	\$83.75	\$3,276.72	\$7,078.16	\$3,764.46	170.86%
Account Group: 33 EXPENSES - Storm Sewers and Drainage							
2-37-00-250-00	Storm Sewer - Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 33 EXPENSES - Storm Sewers and Drainage							
Account Group 33 EXPENSES - Storm Sewers and Drainage Totals		\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Account Group: 34 EXPENSES - Water Supply and Distribution System							
2-41-00-110-00	Salaries & Wages	\$68,426.15	\$3,423.74	\$41,291.21	\$62,203.39	\$20,912.18	66.38%
2-41-00-140-00	Public Works Course Fees - Water	\$180.00	\$0.00	\$336.25	\$737.50	\$401.25	45.59%
2-41-00-211-00	Travel and Subsistence	\$2,579.90	\$0.00	\$929.20	\$1,820.00	\$609.26	66.52%
2-41-00-215-00	Freight, Postage, Phone	\$2,826.44	\$162.48	\$2,154.76	\$3,000.00	\$819.29	72.69%
2-41-00-225-00	Memberships Relating to Water	\$122.14	\$0.00	\$85.71	\$85.71	\$0.00	100.00%
2-41-00-250-00	Repairs & Maintenance - Treatment	\$158,588.74	\$215.27	\$44,651.75	\$68,754.00	\$24,102.25	64.94%
2-41-00-274-00	Insurance	\$11,329.77	\$0.00	\$12,236.30	\$12,236.30	\$0.00	100.00%
2-41-00-350-00	Purchased Bulk Water for Resale HWY 12 21	\$289,651.47	\$0.00	\$217,704.66	\$316,395.00	\$70,204.12	77.81%
2-41-00-510-00	General Goods & Supplies	\$24,785.26	(\$576.84)	\$2,293.71	\$18,870.00	\$16,576.29	12.15%
2-41-00-540-50	Water Supply & Distribution Power	\$12,678.01	\$1,023.45	\$8,651.04	\$13,500.00	\$4,848.96	64.08%
2-41-00-540-51	Water Supply & Distribution Natural Gas	\$7,614.72	\$109.50	\$2,757.83	\$8,000.00	\$5,242.17	34.47%
2-41-00-831-00	Debenture Interest Payments	\$10,128.21	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-41-00-905-00	ARO Accretion - Water	\$553.88	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 34 EXPENSES - Water Supply and Distribution System Totals		\$589,464.69	\$4,357.60	\$333,092.42	\$505,601.90	\$143,715.77	704.63%
Account Group: 35 EXPENSES - Sanitary Sewage Service and Treatment							
2-42-00-110-00	Salary & Wages	\$9,933.03	\$900.00	\$12,382.13	\$42,541.73	\$30,159.60	29.10%
2-42-00-140-00	Public Works Course Fees - Sewer	\$180.00	\$0.00	\$336.25	\$715.00	\$378.75	47.02%
2-42-00-211-00	Travel and Subsistence	\$634.93	\$0.00	\$776.10	\$1,820.00	\$762.37	58.11%
2-42-00-215-00	Freight, Postage, Telephone	\$1,789.05	\$124.00	\$1,513.79	\$1,800.00	\$208.36	88.42%
2-42-00-225-00	Memberships Relating to Sewer	\$65.00	\$0.00	\$85.71	\$85.80	\$0.09	99.89%
2-42-00-239-00	Septic Station Repairs & Maintenance	\$2,034.33	\$0.00	\$17.59	\$1,000.00	\$982.41	1.75%
2-42-00-239-02	Septic Station Supplies <i>Sewer line repairs</i>	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00	0.00%
2-42-00-250-00	Repair & Maintenance <i>Dialers, Lift Station Repair</i>	\$71,142.26	\$79.99	\$49,066.37	\$18,672.70	(\$30,623.67)	264.00%
2-42-00-274-00	Insurance	\$8,499.44	\$0.00	\$9,197.85	\$9,197.85	\$0.00	100.00%
2-42-00-510-00	General Goods and Supplies	\$7,840.86	\$147.60	\$2,341.54	\$12,400.00	\$10,058.46	18.88%
2-42-00-540-50	Sanitary Sewage Power	\$10,199.81	\$917.49	\$6,832.26	\$10,200.00	\$3,367.74	66.98%
2-42-00-540-51	Sanitary Sewage Natural Gas	\$2,353.31	\$87.51	\$1,327.95	\$2,500.00	\$1,172.05	53.11%
2-42-00-905-00	ARO Accretion - Sewer	\$398.03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 35 EXPENSES - Sanitary Sewage Service and Treatment Totals		\$115,070.05	\$2,256.59	\$83,877.54	\$101,133.08	\$16,666.16	827.26%
Account Group: 36 EXPENSES - Garbage Collection and Disposal							
2-43-00-110-00	Salaries and Wages	\$1,829.04	\$242.06	\$1,322.34	\$6,146.56	\$4,824.22	21.51%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 36 EXPENSES - Garbage Collection and Disposal							
2-43-00-230-00	Garbage Contract	\$69,816.13	\$4,089.66	\$37,866.92	\$51,352.00	\$13,345.08	74.01%
2-43-00-250-00	Repairs and Maintenance	\$0.00	\$0.00	\$28.00	\$0.00	(\$28.00)	0.00%
2-43-00-250-01	Waste Management Authority-Tipping Fees	\$4,389.46	(\$50.00)	(\$335.00)	\$4,500.00	\$4,975.00	-10.55%
2-43-00-525-00	Landfill Monitoring	\$94.83	\$0.00	\$0.00	\$400.00	\$400.00	0.00%
Account Group 36 EXPENSES - Garbage Collection and Disposal Totals		\$76,129.46	\$4,281.72	\$38,882.26	\$62,398.56	\$23,516.30	84.97%
Account Group: 37 EXPENSES - Recycling							
2-44-00-274-00	Recycling Trailer Insurance	\$5.00	\$0.00	\$6.00	\$6.00	\$0.00	100.00%
Account Group 37 EXPENSES - Recycling Totals		\$5.00	\$0.00	\$6.00	\$6.00	\$0.00	100.00%
Account Group: 38 EXPENSES - Family and Community Support Services							
2-51-00-755-00	Contribution to FCSS	\$63,699.55	\$0.00	\$32,073.66	\$32,073.66	\$0.00	100.00%
Account Group 38 EXPENSES - Family and Community Support Services Totals		\$63,699.55	\$0.00	\$32,073.66	\$32,073.66	\$0.00	100.00%
Account Group: 39 EXPENSES - Cemeteries and Crematoriums							
2-56-00-112-00	Public Works Salaries	\$1,117.53	\$67.91	\$1,331.32	\$3,329.25	\$1,997.93	39.98%
2-56-00-230-00	Cemetery - Professional Services	\$9,999.02	\$0.00	\$8,612.12	\$15,000.00	\$6,387.88	57.41%
2-56-00-250-00	Cemetery - Repairs & Maintenance	\$1,302.20	\$0.00	\$1,181.22	\$1,350.00	(\$6.22)	100.46%
2-56-00-274-00	Cemetery Insurance	\$8.00	\$0.00	\$9.00	\$9.00	\$0.00	100.00%
Account Group 39 EXPENSES - Cemeteries and Crematoriums Totals		\$12,426.75	\$67.91	\$11,133.66	\$19,688.25	\$8,379.59	297.85%
Account Group: 40 EXPENSES - Economic Development							
2-61-00-230-00	Economic Development Study & Supports	\$39,392.48	\$0.00	\$30,655.10	\$58,863.23	\$25,223.13	57.14%
Account Group 40 EXPENSES - Economic Development Totals		\$39,392.48	\$0.00	\$30,655.10	\$58,863.23	\$25,223.13	57.14%
Account Group: 41 EXPENSES - Tourism							
2-62-00-215-00	Freight, Postage, Telephone	\$1,171.08	\$100.48	\$893.42	\$1,200.00	\$306.58	74.45%
2-62-00-220-00	Tourism - Advertising	\$935.35	\$500.00	\$1,107.85	\$1,000.00	(\$107.85)	110.78%
2-62-00-250-00	Tourism Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
2-62-00-274-00	Tourist Information Centre Insurance	\$316.45	\$0.00	\$348.95	\$348.95	\$0.00	100.00%
Account Group 41 EXPENSES - Tourism Totals		\$2,422.88	\$600.48	\$2,350.22	\$3,048.95	\$698.73	285.23%
Account Group: 42 EXPENSES - Subdivision, Land and Development							
2-66-00-230-00	Subdivision, Land and Development	\$5,633.00	\$0.00	\$24,420.96	\$7,000.00	(\$17,420.96)	348.87%
2-66-00-990-00	Cost of Land Sold	\$5,545.83	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 42 EXPENSES - Subdivision, Land and Development Totals		\$11,178.83	\$0.00	\$24,420.96	\$7,000.00	(\$17,420.96)	348.87%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 43 EXPENSES - Rental Buildings							
2-69-00-250-00	Repair & Maintenance	\$9,880.55	\$0.00	\$113.99	\$1,000.00	\$886.01	11.39%
2-69-00-540-50	Building Rentals Power	\$1,871.71	\$166.68	\$1,254.14	\$2,000.00	\$745.86	62.70%
2-69-00-540-51	Building Rentals Natural Gas	\$2,331.09	\$46.22	\$1,340.80	\$2,600.00	\$1,259.20	51.56%
2-69-00-905-00	ARO Accretion - Rental Building	\$670.72	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 43 EXPENSES - Rental Buildings Totals		\$14,754.07	\$212.90	\$2,708.93	\$5,600.00	\$2,891.07	125.65%
Account Group: 44 EXPENSES - Recreation Facilities and Programs							
2-71-00-110-00	Administration Salaries & Wages	\$18,754.09	\$1,433.80	\$12,708.63	\$16,944.93	\$4,236.30	74.99%
2-71-00-110-20	Salaries & Wages - Arena	\$69,268.78	\$6,888.97	\$32,773.13	\$56,129.16	\$23,356.03	58.38%
2-71-00-130-00	Employee Benefits & EI CPP Expense	\$8,330.76	\$298.21	\$3,901.56	\$13,785.32	\$9,883.76	28.30%
2-71-00-140-00	Recreation Training	\$1,041.38	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
2-71-00-211-00	Travel & Subsistence	\$464.55	\$0.00	\$0.00	\$500.00	\$500.00	0.00%
2-71-00-215-20	Freight, Postage & Telephone - Arena	\$2,150.74	\$93.48	\$841.32	\$2,200.00	\$1,473.67	33.01%
2-71-00-225-00	Membership Fee	\$105.00	\$0.00	\$0.00	\$105.00	\$105.00	0.00%
2-71-00-230-20	Recreation - Special Services	\$796.82	\$0.00	\$1,329.96	\$2,040.00	\$710.04	65.19%
2-71-00-250-12	Ball Diamond & Raquet Sports Rep&Maint	\$4,309.94	\$0.00	\$2,678.35	\$4,500.00	\$1,821.65	59.51%
2-71-00-250-20	Repairs & Maintenance - Arena	\$71,639.81	\$2,553.78	\$26,970.03	\$47,631.00	\$20,411.60	57.14%
2-71-00-274-20	Insurance	\$16,267.96	\$0.00	\$17,597.74	\$17,597.74	\$0.00	100.00%
2-71-00-510-12	Ball & Raquet Sport Supplies	\$2,003.17	\$0.00	\$0.00	\$2,100.00	\$2,100.00	0.00%
2-71-00-510-20	Supplies - Arena	\$9,047.08	\$1,358.00	\$2,783.53	\$9,000.00	\$4,810.17	46.55%
2-71-00-540-50	Recreational Power	\$28,508.81	\$1,152.11	\$15,931.57	\$29,000.00	\$13,068.43	54.93%
2-71-00-540-51	Recreational Natural Gas	\$12,576.44	\$264.74	\$7,883.14	\$13,500.00	\$5,616.86	58.39%
2-71-00-905-00	ARO Accretion - Arena	\$4,368.69	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 44 EXPENSES - Recreation Facilities and Programs Totals		\$249,634.02	\$14,043.09	\$125,398.96	\$216,033.15	\$89,093.51	636.39%
Account Group: 45 EXPENSES - Parks							
2-72-00-110-00	Salaries & Wages - Parks	\$45,794.13	\$1,115.05	\$39,660.87	\$34,468.67	(\$5,192.20)	115.06%
2-72-00-111-11	Salaries & Wages - Parks S.T.E.P.	\$0.00	\$0.00	\$0.00	\$8,640.00	\$8,640.00	0.00%
2-72-00-211-00	Travel & Subsistence	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	0.00%
2-72-00-250-00	Parks Repairs & Maintenance	\$6,887.66	\$0.00	\$1,551.74	\$6,500.00	\$4,948.26	23.87%
2-72-00-250-01	Beautification Repairs & Maintenance	\$5,001.50	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
2-72-00-274-00	Insurance	\$621.97	\$0.00	\$685.51	\$685.51	\$0.00	100.00%
2-72-00-510-00	General Goods & Supplies <i>Paper Products, Lawn Mower.</i>	\$12,359.39	\$362.34	\$11,345.55	\$8,750.00	(\$2,595.55)	129.66%
2-72-00-510-01	Beautification Supplies	\$3,245.10	\$0.00	\$5,700.39	\$10,000.00	\$4,299.61	57.00%
2-72-00-510-12	Ball Diamond Supplies	\$0.00	\$0.00	\$252.16	\$0.00	(\$252.16)	0.00%
2-72-00-540-50	Heritage Park Power	\$1,515.36	\$125.57	\$1,098.80	\$1,600.00	\$501.20	68.67%



Town of Bashaw

Budget Variance Report

TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 45 EXPENSES - Parks							
2-72-00-770-00	Grants to Organizations - Beautification Committee	\$2,489.97	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-72-00-905-00	ARO Accretion - Recreation	\$3,022.55	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 45 EXPENSES - Parks Totals		\$80,937.63	\$1,602.96	\$60,295.02	\$78,944.18	\$18,649.16	494.26%
Account Group: 46 EXPENSES - Community Centre							
2-74-00-110-00	Community Centre - Wages	\$210.43	\$0.00	\$0.00	\$1,996.26	\$1,996.26	0.00%
2-74-00-215-00	Freight, Postage , Telephone	\$1,104.00	\$97.00	\$873.00	\$1,104.00	\$231.00	79.07%
2-74-00-215-01	Community Centre - Xplornet	\$1,263.72	\$69.48	\$625.32	\$1,265.00	\$749.67	40.73%
2-74-00-250-00	CULTURAL FACILITY - Repairs & Maintenance	\$35,118.80	\$862.77	\$8,621.20	\$13,755.08	\$3,144.88	77.13%
2-74-00-250-01	Community Centre - Repairs	\$0.00	\$0.00	\$426.00	\$500.00	\$74.00	85.20%
2-74-00-274-00	Community Centre - Insurance	\$11,483.03	\$0.00	\$12,418.56	\$12,418.56	\$0.00	100.00%
2-74-00-540-50	Power Community Hall Town Share	\$7,808.00	\$596.93	\$4,542.24	\$8,500.00	\$3,957.76	53.43%
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	\$4,712.68	\$44.84	\$2,245.56	\$5,000.00	\$2,754.44	44.91%
2-74-00-905-00	ARO Accretion - Cultural Facilities	\$4,567.30	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-74-01-540-50	Power - Community Centre 1/2 Share	\$33.57	\$596.93	\$596.93	\$0.00	\$598.10	0.00%
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 Share	\$0.00	\$44.83	\$44.84	\$0.00	\$73.57	0.00%
2-74-01-770-00	Library Contribution	\$15,642.04	\$0.00	\$15,239.16	\$17,318.88	\$2,079.72	87.99%
Account Group 46 EXPENSES - Community Centre Totals		\$81,943.57	\$2,312.78	\$45,632.81	\$61,857.78	\$15,659.40	568.46%
Account Group: 47 EXPENSES - Museum							
2-74-10-250-00	Museum - Repairs & Maintenance	\$437.07	\$0.00	(\$387.67)	\$500.00	\$887.67	-77.53%
Account Group 47 EXPENSES - Museum Totals		\$437.07	\$0.00	(\$387.67)	\$500.00	\$887.67	-77.53%
Account Group: 48 EXPENSES - Requisitions							
2-99-00-750-00	Alberta School Foundation Fund	\$224,855.89	\$83,979.31	\$196,407.26	\$261,876.36	\$65,469.10	74.99%
2-99-00-752-00	Camrose Area Lodge Authority	\$2,695.00	\$0.00	\$3,240.00	\$3,240.00	\$0.00	100.00%
Account Group 48 EXPENSES - Requisitions Totals		\$227,550.89	\$83,979.31	\$199,647.26	\$265,116.36	\$65,469.10	174.99%
Account Group: 49 EXPENSES - Amortization							
2-12-00-790-00	Amortization - Administration	\$14,484.66	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-23-00-790-00	Amortization - Fire	\$4,016.92	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-31-00-790-00	Amortization - PW	\$9.76	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-32-00-790-00	Amortization - Public Works	\$197,668.55	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-33-00-790-00	Amortization - Airport	\$680.31	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-41-00-790-00	Amortization - Water	\$45,201.26	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-42-00-790-00	Amortization - Sewer	\$92,255.35	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-62-00-790-00	Amortization - Tourist Booth	\$893.76	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



Town of Bashaw Budget Variance Report TO SEPTEMBER 30, 2025

Printed on: 2025-10-29

Printed by: Theresa

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 49 EXPENSES - Amortization							
2-69-00-790-00	Amortization - Rental Building	\$40.94	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-71-00-790-00	Amortization - Arena	\$399.75	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-72-00-790-00	Amortization - Parks	\$26,378.32	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2-74-00-790-00	Amortization - Community Centre	\$72,036.91	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 49 EXPENSES - Amortization Totals		\$454,066.49	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 51 FINANCES APPLIED							
6-23-00-630-02	Machinery & Equipment	(\$3,529.61)	\$0.00	\$20,000.00	\$0.00	(\$20,000.00)	0.00%
6-32-00-630-02	Asphalt Cutting Wheel - Loader	\$3,529.61	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
6-32-00-650-00	Vehicles	\$0.00	\$0.00	\$50,000.00	\$0.00	(\$50,000.00)	0.00%
6-32-00-656-36	Roads - Equipment	\$0.00	\$0.00	\$28,800.00	\$0.00	(\$28,800.00)	0.00%
Account Group 51 FINANCES APPLIED Totals		\$0.00	\$0.00	\$98,800.00	\$0.00	(\$98,800.00)	0.00%
Report Totals		\$484,943.48	(\$213,668.89)	(\$890,628.78)	\$1,502.51	\$985,144.08	23,854.40%

TOWN OF BASHAW LIBRARY

PLAN OF SERVICE

2026 – 2030



5020 – 52 Street

PO Box 669

(780) 372 - 4055

bashawlibrary@prl.ab.ca

<https://prl.ab.ca/Bashaw>

Approved by the Town of Bashaw Library Board

May 20, 2025

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Mission Statement

Town of Bashaw Library is dedicated to the educational, recreational, and cultural enlightenment of the members of this community and surrounding area.



Library Profile

Brief History

The Town of Bashaw Library, established in the 1940s in the back of the old fire hall, has been a cornerstone of the community since its formal records began in 1962, when it was located on Main Street. Transitioning to a Municipal Library in 1973 and relocating to the new Community Centre in 1979, the library joined the Parkland Regional Library System in 1986, fostering growth and adaptation to meet the evolving needs of Bashaw's residents. Today, the Town of Bashaw Library remains a vibrant and essential hub, enriching the cultural and educational fabric of our rural community.

Hours

The Library is open 4 days a week for a total of 23 hours.

Governance

Town of Bashaw Library is governed by a volunteer board consisting of: 2 Town Council Members and 7 Community Members at Large.

Human Resources

The Town of Bashaw Library employs two year-round, part-time staff members, supported by volunteers who contribute hundreds of hours annually to its operations and community engagement.

Community

The Town of Bashaw, Alberta, with a population of 830, is characterized by a mature demographic, with a median age of 49, a notable presence of seniors, and a modest proportion of youth. The community, primarily English-speaking, reflects a close-knit, rural character with a prevalence of one-person households and couples without children, alongside lower household incomes relative to the provincial average, suggesting a need for accessible community resources. Educational attainment leans toward practical skills, with many residents holding a high school diploma or less, indicating a hardworking populace that values straightforward, community-focused services.

Partnerships

The Library partners with many local organizations including the Bashaw and Area Community Resource Center, Bashaw Youth Center, Bashaw Adult Learning Center and the Bashaw United Church. The Town of Bashaw Library also works closely with our regional partner Parkland Regional Library System as well as Camrose Family Resource Center and the Imagination Library.

Needs Assessment

As part of the process to complete a Plan of Service, the Town of Bashaw Library created a public survey available to all community members. Community groups and organizations were invited share their perspectives. Many community members participated.

Review

On Apr. 30, 2025, the Town of Bashaw Library Board Plan of Service Subcommittee reviewed the results of the community needs assessment and local demographic data. This information, along with an evaluation of the library's resources and organizational capacity, was used to identify priority service responses for inclusion in the current Plan of Service. Based on the community's priority needs – aligned with the library's mandate and its available resources – the following Library Service Responses have been selected as the key focus areas for this Plan of Service.

1. **Visit a Comfortable Place: Physical and Virtual Spaces**
2. **Connect to the Online World: Support Digital Access and Skills for All Ages**
3. **Create Readers: Foster Early Literacy and Lifelong Reading Habits**



Visit a Comfortable Place: Physical and Virtual Spaces

Goal 1.1: Ensure all community members have a safe, welcoming place to gather.

Objective 1: Add an additional space for adult and senior patrons by 2026.

- *Reorganize staff/storage area*
- *Purchase new adult seating and table*

Goal 1.2: Improve the discoverability and appeal of library materials.

Objective 1: Increase circulation by 5% annually.

- *Add genre stickers*
- *Create monthly themed and new material displays*
- *Conduct annual weeding*
- *Increase in-library signage*

Goal 1.3: Keep virtual library space current and engaging.

Objective 1: Update website monthly with current programs and events.

Connect to the Online World: Support Digital Access and Skills for All Ages

Goal 2.1: Maintain reliable internet access for community members.

Objective 1: Ensure consistent use of public computers over five years.

- *Keep equipment updated*
- *Expand technology lending*

Goal 2.2: Increase adult and senior engagement with digital content.

Objective 1: Allocate 5% of the annual allotment budget to digital content.

- *Coordinate with PRLS on spending priorities*

Objective 2: Host one digital literacy session annually.

- *Partner with Adult Learning and United Church*
- *Research and prepare devices for library loaning*
- *Provide digital literacy services*

Create Readers: Foster Early Literacy and Lifelong Reading Habits

Goal 3.1: Provide engaging literacy tools for children and adults.

Objective 1: Add five take-home kits to the collection by 2030.

- *Research popular topics*
- *Collaborate with other libraries*

Goal 3.2: Strengthen partnerships that support children's literacy.

Objective 1: Continue collaborations with Camrose Family Resource Center and Imagination Library annually

Goal 3.3: Foster lifelong reading habits for adults.

Objective 1: Refer new patrons to Bashaw Adult Learning Foundational Skills program

- *Share 'Welcome to Bashaw' package*
- *Offer one free family or single annual membership to new Bashaw and area residents*

Safety and Use Bylaws

Town of Bashaw Library Board

Adopted by the Town of Bashaw Library Board

September 9, 2025

Safety and Use Bylaws of the Town of Bashaw Library Board

Approved by the **Town of Bashaw Library Board** on: September 9, 2025 ~~February 6, 2024~~

Accepted by Town of Bashaw Council on: ~~February 21, 2024~~

The Town of Bashaw Library Board enacts the following bylaws pursuant to the *Libraries Act*.

1. Definitions

Definitions in these bylaws shall mean:

- 1.1. board: the Town of Bashaw Library Board.
- 1.2. applicant: a person applying for a library card.
- 1.3. cardholder: the registered user of a current library card.
- 1.4. cardholder categories shall include the following:
 - 1.4.1. adult: any person 18 years and older.
 - 1.4.2. youth ~~ng adult~~: any person 11–13 through 17 years of age.
 - 1.4.3. child: any person up to and including 10–12 years of age.
 - 1.4.4. family: two or more members of the same family residing in the same home.
 - 1.4.5. ME Libraries borrower: a cardholder whose card is registered in the ME Libraries program. This could include non-residents with a card from another library.
- 1.5. good standing: a cardholder whose card is active, and not suspended or revoked by the library that issued the card.
- 1.6. library manager: the person charged by the board with operation of the Town of Bashaw ~~Public~~ Library.
- 1.7. library: the Town of Bashaw ~~Public~~ Library.
- 1.8. library resources: any resources, regardless of format, that are held in the board's collection, or borrowed by the cardholders of the Town of Bashaw ~~Public~~ Library.
- 1.9. loan period: the period of time, as set out in schedule B, which a cardholder may borrow library resources and includes any renewal of an original loan period.
- 1.10. ME Libraries: A provincial program that allows library cardholders to borrow materials from any library in Alberta that participates in the Alberta Public Library Network.
- 1.11. non-resident: any person who does not have a residence within the service area and does not pay property or business taxes within the service area (see "service area").

- 1.12.resident: any person who has a residence within or pays property or business taxes within the service area (see “service area”).
- 1.13.service area: the Town of Bashaw and **surrounding area**.~~the school divisions of the County of Camrose.~~

2. Admittance to and Conduct in the Building

- 2.1. The building is to be open free of charge to the public for library purposes at the hours posted.
- 2.2. No person using the library building shall:
- 2.2.1. Contravene any board policy
 - 2.2.2. Create any unnecessary disturbance for other library users
 - 2.2.3. Take away any library item from the building unless the item has been properly checked out in accordance with library circulation policies and procedures.
 - 2.2.4. Solicit other library users and staff for personal, commercial, religious, or political reasons.
- 2.3. Except with the permission of the library staff, no person shall:
- 2.3.1. Bring any animal, other than a service animal, into the building.
 - 2.3.2. Bring a wheeled vehicle or conveyance, other than a wheelchair, walker, baby carriage or stroller, into the building.
- 2.4. Persons who do not act in accordance with these bylaws shall be asked to put an end to their actions. If the action continues or the seriousness of the action justifies it, library staff will direct the person to leave the building. Library staff may also ask for outside assistance, including contacting local law enforcement officers.
- 2.5. All persons entering or otherwise using the library building shall comply with applicable public health regulations.
- 2.6. No member of the public is to be left in the library building for any purpose without a library staff person present at all times, unless that member of the public has been previously authorized to use the library building without staff present in accordance with library policies. Town of Bashaw staff shall have access to the building in relation to building concerns. Law enforcement officers or fire fighters may have access to the building in emergency situations.

3. Procedures for Acquiring a Library Card

- 3.1. Anyone is eligible to apply for a library card. However, non-residents are encouraged to apply for a library card at their local library.
- 3.2. A library card is issued upon:
 - 3.2.1. Completion of an official Town of Bashaw ~~Public~~ Library card application form.
 - 3.2.2. Presentation of one piece of photo identification bearing the applicant's permanent address if an adult or young adult is applying for a card. If a child is applying for a card, a parent or legal guardian must present photo identification bearing his/her permanent address. The library may also accept a combination of other forms of identification or other documentation bearing the permanent address.
 - 3.2.3. Payment of any applicable fees as outlined in Schedule A.
- 3.3. Applicants will receive a library card which:
 - 3.3.1. is valid from the date of issue to the date of expiry, unless suspended or revoked by the library staff under these bylaws.
 - 3.3.2. remains the property of the Town of Bashaw Library Board.
- 3.4. A library user may participate in the ME Libraries program if the library user is a cardholder in good standing at a public library participating in the ME Libraries program.

4. Responsibilities of a Cardholder

- 4.1. The cardholder named on a library card will be the only person that may use the card. The cardholder may designate alternate people to access his/her/their ~~they/them~~ library records or collect holds on their behalf.
- 4.2. A cardholder will return or renew any library items on or before the due date as provided in Schedule B.
- 4.3. A cardholder is responsible for all library items borrowed on their card and will compensate the library for all library items damaged or lost while borrowed on their card.
 - 4.3.1. In the case of a child or young adult card, the parent or legal guardian who signed the child or young adult cardholder's application form is responsible for all library items borrowed on that library card and will compensate the library for all library items damaged or lost while borrowed on that card.
 - 4.3.2. In the case of a library card listed on a family application form, the designated cardholder indicated on the family application form is responsible for all library

items borrowed on all library cards listed on that application form, and will compensate the library for all library items damaged or lost while borrowed on those cards.

4.4. Loss or theft of a current library card must be reported immediately to the library.

Cardholders are responsible for all library resources borrowed and all charges attributable before the loss or theft of the card is reported.

4.5. Cardholders must notify the library of any change of contact information as soon as possible.

5. Loan of Library Resources

5.1. There is no charge for using library resources on library premises, borrowing library resources normally lent by the library, consultation with members of the library staff or receiving basic information service.

5.2. Loan periods for library resources are set out in Schedule B.

5.3. Library resources may be reserved and/or renewed in accordance with current library policies and procedures.

6. Penalty Provisions

6.1. The procedures for demanding the return of overdue resources are as set out in Schedule C.

6.2. As per these bylaws, cardholders are responsible for all charges resulting from failing to return or the late return of library resources. The fine schedule is outlined in Schedule C.

6.3. A library card may be suspended or revoked if the cardholder has repeatedly violated the terms of these bylaws. The decision to suspend or revoke a library card will be made by the library manager or by staff designated by the library manager.

6.4. In cases of serious dereliction, the board may prosecute an offence under the *Libraries Act*. Such an offence is punishable under the *Libraries Act*.

6.5. Any fine or penalty imposed pursuant to an offence under 6.4 inures to the benefit of the ~~[name of municipality]~~ **Town of Bashaw** Library Board in accordance with the *Libraries Act*.

7. Service Fees

7.1. Service fees, including charges for the use of library premises not normally used for public library purposes (i.e. the library meeting room), are listed in Schedule D.

SCHEDULE A – Fees for the Issuance of Library Cards

Annual Adult/Senior ~~Individual Adult / Senior~~ card fee: \$5.00 per year

Annual ~~Students /~~ Youth card fee: \$3.00

Annual Children card fee: \$2.00

Family card fee: \$10.00 per family per year

Card fees may be waived at the discretion of the library manager or by staff designated by the library manager. All library cards are subject to review.

SCHEDULE B – Loan of Library Resources

1. A cardholder in good standing may borrow a maximum of 100 ~~fifty (50)~~ circulating resources at any one time. All circulating resources are loaned for three weeks, with the following exceptions:
 - a. Telus Smart Hubs are loaned for a one week period. ~~Resources from the video collection and circulating magazines are loaned for one week.~~
 - b. Interlibrary loan items are typically loaned for three weeks unless otherwise authorized by the lending library.
2. Renewal Periods: All circulating resources may be renewed a maximum of five ~~two~~ times for a total loan of eighteen ~~nine~~ weeks, with the following exceptions: ~~of resources from the video collection which may be renewed twice for a total loan of three weeks.~~
 - a. Telus Smart hubs cannot be renewed.
 - b. Extended due dates may be granted by at the discretion of the library manager or staff designated by the library manager in the event of upcoming travel, anticipated hospitalization or recuperation, or other foreseeable absences.
 - c. All renewals are subject to reservations from other cardholders.

SCHEDULE C – Overdue Fees and Fees for Lost or Damaged Items

Overdue fees

Overdue fees shall ~~only be charged to adult cardholders with the responsibility placed on adults to pay charges accruing on child and youth cards.~~ ~~No overdue fees will be charged to child or young adult cardholders.~~

Overdue fees for ~~adult~~ cardholders shall be assessed at \$0.25 per item per day, with Telus Smart Hubs being \$1.00 per day. No ~~adult~~ cardholder shall accrue more than \$5.00 in overdue fees until the outstanding fees are repaid.

Fees for lost or damaged items

The purchase cost as listed in the library's catalogue shall be charged. If the item is found after a replacement copy has been purchased, the found item becomes the property of the cardholder and the replacement fee will not be waived.

SCHEDULE D – Service Fees

Photocopying and printing: \$0.25 per ~~black and white~~ page. ~~\$0.50 per colour page.~~

Meeting room rental fees – not-for-profit groups and private individuals: \$25.00/evening

Meeting room rental fees – for-profit companies: \$25.00/evening or donation

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	November 7, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Water Treatment Plant Transfer Switch

Background/Proposal:

The transfer switch enables the plant to function immediately in the event of a power failure. The transfer switch no longer functions and needs to be replaced. It is currently mounted within a metal box near the plant.

The proposal is to relocate into the building and replace it. This is the fastest way to get the situation remedied.

Discussion/Options/Benefits/Disadvantages:

This is an urgently required repair. Staff had been working to remedy the situation, trying to complete the repair. This repair is beyond staff skills.

We project the repair cost to be around \$39, 600.00. There may be additional charges for the project, so we would like to add a contingency of \$ 5,400.00. This would put the project total to be approved at \$45,000.00.

We received a revised quote that includes the full length of required cable, the quote is now \$47,900.00. The cable is expensive and contributed to the increased cost. Administration recommends either approving a minimum of \$49,000, or \$50,000.00. We do not believe it will be higher than the \$50,000.

Costs/Source of Funding (if applicable)

Administration recommends Unrestricted Cash Surplus. The Local Government Fiscal Framework Capital is being escrowed for the upcoming 49 Street Infrastructure project planning in 2026.

With the current planned projects from the Capital listing the total access from Unrestricted Cash Surplus will now be around \$ 129,000.00. (previously approved \$79,000) If council approves the \$50,000.00. The total funds in the unrestricted cash surplus is around \$921,406.00.

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

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

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to rescind Motion 149-2025.

MOVED by Councillor Gust to approve \$45,000 to fund the Water Treatment plant transfer switch repair from the Unrestricted Cash surplus.

MOTION #149-2025

CARRIED

MOVED BY _____ to approve \$ _____ to fund the Water Treatment plant Transfer switch repair from the Unrestricted Cash Surplus.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw



Request for Decision

Meeting:	Regular Council
Meeting Date:	November 7, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Septic Receiving Station Repair Request

Background/Proposal:

The septic receiving station has an electronic meter that counts the cubic meters of septage that is being delivered to the station. That is how we bill the customers/haulers that use the service.

The town earns around \$12,000 in revenue for this service. The electronic meter no longer works; it has been functioning for around 15 years. The cost to replace the unit has been quoted at \$12, 100.00.

There are four haulers/customers that access the service, due to the proximity to their customer sites. They have stopped by the office and are genuinely concerned that the unit is out of service.

Discussion/Options/Benefits/Disadvantages:

It is a benefit to have the annual revenue of \$12,000.00 from this service. We could build into the budget a capital contribution of \$1000 – 1500 annually for the replacement of the unit.

Currently council needs to decide if we are purchasing a replacement meter. Administration is recommending replacement and planning to save for another in the future.

Costs/Source of Funding (if applicable)

Unrestricted cash surplus is the recommended revenue source for replacement of the unit.

If we planned the purchase at \$13,000.00 the total annual Unrestricted cash surplus spend would be \$142,000.00.

The total funds in the unrestricted cash surplus is around \$921,406.00. The town has additional reserves as well.

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to approve \$13,000 for the septic receiving station meter

Approved: yes /no Motion # _____

Account Code: _____

panel and programming with funds to be accessed from the Unrestricted Cash Surplus.

MOVED BY _____ to approve annual capital contributions of \$ _____
to plan for the septic receiving station meter panel replacement.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

CAO

From: Alida Steele <alidajsteele@gmail.com>
Sent: October 17, 2025 11:46 AM
To: CAO
Subject: Tourist booth rental inquiry



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender
alidajsteele@gmail.com

You don't often get email from alidajsteele@gmail.com. [Learn why this is important](#)

Hi Theresa,

I'm reaching out on behalf of the Bashaw School Travel Club, wondering if we could have access to the town of Bashaw Tourist Booth on November 22 from 11 AM to 3 PM for Santa days.

We are looking to offer hot chocolate (by donation) and have a bake sale/yard sale in the booth to raise funds for our travel club.

Thank you, in advance, for your consideration.

Alida Steele

CEO @ ALIDA FIT INC.
Alidajsteele@gmail.com
Facebook.com/alidasteele
Instagram/AlidaSteele

TOWN OF BASHAW

TITLE: Terms of Reference Beautification Committee

POLICY #: 15.10

EFFECTIVE DATE APPROVED BY COUNCIL: October 18, 2011

RESOLUTION: 283:2011

POLICY STATEMENT:

To establish terms of reference for a Town of Bashaw Beautification Committee with a consistent process that will provide Committee members a description of the scope of the committee; provide an annual budget revenue source, and a process to follow to submit annual project budgets to Council for approval

GENERAL:

Council of the Town of Bashaw is committed to encourage and enhance a pleasing overall visual appearance of the Town which is based on an integrated theme and has elected to establish a Town of Bashaw Beautification Committee.

MANDATE:

The Town of Bashaw Beautification Committee is established in accordance with Resolution # 283:2011 adopted by Town Council for Policy 15.10 on October 18, 2011.

TERMS OF REFERENCE – BEAUTIFICATION COMMITTEE

1.0 Purpose of this Committee

- ☐ The Beautification Committee is an advisory committee to Council.
- ☐ To be responsible for the beautification of our community and to promote, plan and achieve a vision for the:
 - Main Street business corridor,
 - Main entrances into the community from Highway 21 and Highway 53
 - Tourist Information Booth site
 - Existing park sites and walking trails
 - Consistent directional and identification signage for Town facilities and privately owned businesses

- ☐ To promote pride in the community that our residents live in.
- ☐ To utilize the Bashaw Photographic Study as a reference and foundation for projects and initiatives.

2.0 Term of Appointment of this Committee

- ☐ This Committee will hold a term of appointment running concurrent with the term of Council.
- ☐ Council shall appoint at least three (3) community members to the committee in addition to the Council representative.

3.0 Council Representation on this Committee

- ☐ One Council member shall be appointed to act as Council liaison to this committee. The Mayor may also attend meetings in an 'ex-officio" capacity.

4.0 Relationship of this Committee to Council/Making recommendations

- ☐ This Committee will make recommendations to Council via Resolutions for items requiring consideration or some form of action.

Recommendations for specific projects requiring taxpayer-funded expenditures will be subject to the normal annual budget process and shall be submitted for consideration by Council by September 30th of each year prior to the next budget year.

Projects shall be funded by the electric franchise fees received by the Town of Bashaw.

Council will respond in writing to Committee recommendations when their deliberations are complete.

5.0 Staff Support

- ☐ Municipal staff will provide administrative support to the committee, co-ordinated through the Chief Administrative Officer/Clerk. For support on the implementation of specific projects, Council approval is required prior to taking any substantive action.
- ☐ For Public Works staff, all requests for assistance must be made by Service Request, within regular time frames.

6.0 Relationship of this Committee to other Council-appointed Committees

- ☐ This Committee functions in the same context as all other Council-appointed Committees.
- ☐ Committee liaisons from other Committees are intended to foster high levels of communication.

7.0 Rules of Procedure to be Followed by this Committee

- ☐ This committee will follow accepted Rules of Order for public organizations (such as Robert's Rules of Order).

8.0 Compensation

- ☐ Members are volunteers without compensation.

TOWN OF BASHAW
BEAUTIFICATION COMMITTEE NOTES
August 19, 2025 – 9:30 a.m. in Bashaw Town Council Chambers

In attendance: Darlene Sinclair, Bryan Gust, Terri Brown-Gust, Mary Kinsella, Theresa Fuller, Natasha Larkin, Cindy Orom, Rick Schmidt (Please assist with confirming who was in attendance, T. Fuller did not record it well.)

1. Meeting Notes from August 19, 2025
2. Additions to Agenda - Nil
3. Budget
 - Reviewed budget & expenses
 - Theresa reported that we spent \$4, 736.39 and had \$5,263.61 remaining in one account.
 - \$2,400 savings
 - \$8, 000 in another code
 - This information obtained on the fly – in Darlene’s absence
4. Update on 2023 Projects
 - Telus Boxes – Terri and Bryan reported it is not complete.
5. Update on 2024 Projects
 - Fish Pond
 - Spiral out fountain – Still not functional – Rick was going to check with the manufacturer. The fountain needs to be tested before installation.
 - Bridge – It could be constructed with rebar and channel iron for around \$5,000. Including an expanded metal plate – it would require engineering.
 - Shade trees by washrooms, decorative rock, shrubs
 - Fortis Grant approved, received \$2500.00 – Terri to approach Fisher hill about purchasing trees.
 - Nature Trail
 - Trailhead map sign -Terri & Bryan installed
 - Cemetery Highway Sign update – Installed – by public works.
6. 2025 Projects
 - **Town of Bashaw – Entrance Sign on Highway 53 east** – Rick sent a proposal to Alberta Highways.
 - **Cemetery Gazebo w/ picnic tables and concrete**
 - One big concrete pad would be needed. The plan is to put the two gazebos together. The concrete pad would need to be 32 by 14 ft
 - Frankie to create pad and stamp the cement
 - Mel’s table to have a memorial plaque – we are to ask Mel’s family what they want on it.
 - Two garbage cans to be ordered for the cemetery (bonnet style)
 - **Fish Pond – more picnic tables and garbage cans**
 - Order one garbage can from Uline for fishpond.(bonnet style)
 - Picnic tables – get them from either the Hutterites, or Uline – 4 tables to be purchased.
 - **Next Meeting Date: September 25, 2025 @ 9:30 am – Council Chambers**
 - **Rescheduled to October 9, 2025 @ 9:30 am – Council Chambers**

TOWN OF BASHAW

BEAUTIFICATION COMMITTEE MEETING NOTES

October 9, 2025 – 9:30 am – Bashaw Council Chambers

In Attendance: Terri Brown- Gust, Bryan Gust, Darlene Sinclair, Lindy Black, Mary Kinsella, Theresa Fuller.

Regrets: Natasha Larkin, Cindy Orom.

1. Approve the notes from August 19, 2025. (They were sent by email, please review prior to the meeting) – Mary Kinsella Approved them.

2. Additions to the Agenda – several items were added to the task list. Screenings for the cemetery project.

3. Budget

3.1 Review funds spent and available

Darlene reviewed the budget with the group. We have \$12, 299.61 remaining to work with, plus \$2500 for the Fortis tree grant.

4. Review Task Listing – Discuss projects and Assignments

4.1 See Task Listing – The task listing was reviewed, and notes have been added. A revised version has been created.

5. Discussion

5.1 Tracking Public works time and including in project costs

Discussion progressed. The recommendation was to access/plan to have contractors or volunteers proceed with projects.

- Price out with contractors
- Discuss with public works, ensure to consider existing priorities. Public works needs to be conscientious about commitments to projects and ensure the resources are available to the projects they commit to.

5.2 Town resources discussion – Order of priority

All agreed and understood the priorities that public works has and the demands of their time and resources.

5.3 Number of staff required to attend beautification meetings

Staff to figure out what makes sense for attendance. Darlene Sinclair is willing to attend as a volunteer. Darlene Tucker to prepare the budget, and Theresa to attend – we will call Darlene in if we have budget questions.

We will share the task list; it will include the expenditures – or we can add them if needed.

5.4 Secretary to track the meeting notes

Darlene Sinclair agreed to take the meeting notes.

6. Future Project Ideas

6.1 2026 Projects

- Campsite, more trees improve the road
- Picnic benches in more locations
- Refresh the cow mural between the hotel and the museum
- Heritage park – re -do – see what improvements are required
- Nature trail path – improve the condition of the trails
- Fitness park – does it need a refresh
- Trail around fishpond
- Plan a bus tour of the areas in the spring with the committee.
- Discussed trailer enforcement, to check bylaw if it prohibits people placing their trailers in the front yards of their property.

6.2 Multiyear project planning

Plan to have a discussion in the new year

6.3 Sail Shades

Theresa to forward the email with the pictures for consideration.

7. Next Meeting

April 15, 2026 --- 9:30 am.

