



**REGULAR MEETING OF COUNCIL
A G E N D A
Wednesday, November 19, 2025, 6:00 pm
Council Chamber & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS – none
4. DELEGATIONS
 - 4.1 Bashaw Municipal Library 2026 Budget Presentation – Rob Dann, Terri Brown-Gust, & Sara McKenzie
5. APPROVAL OF MINUTES
 - 5.1 Minutes of November 7, 2025, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Legion – Alberta-Northwest Territories Command – Military Service Recognition book
They collect donations a year in advance. The book is scheduled to be out in the new year. The 2025 version is viewable on their website.
 - 6.2 CAO Report
 - 6.3 Town of Bashaw October 31, 2025, Monthly Statement
 - 6.4 Water Reconciliation
 - 6.5 Alberta Municipal Affairs – Congratulations from Minister Dan Williams
 - 6.6 Public Works Report
 - 6.7 Council Committee Reports
7. NEW & UNFINISHED BUSINESS
 - 7.1 Bashaw Municipal Library 2026 Budget approval
 - 7.2 Santa Days Parade Route approval
 - 7.3 Highway 12/21 Regional Water Commission 2026 Budget for review
 - 7.4 Emergency Services Mutual Aid Agreement with Lacombe County
 - 7.5 Grants in Place of Taxes – request to write off
 - 7.6 Proposed Provincial Electoral Divisions
 - 7.7 Beautification Committee – Request Motion to add Crystal Ramstad to the committee
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
 - 10.1 Emergency Dispatch Services Agreement – ATIA Section 26
11. NOTICES OF MOTION
12. NEXT MEETING: December 3, 2025 – 6:00 pm Council Chambers
13. ADJOURNMENT

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



**TOWN OF BASHAW
LIBRARY**

Sara McKenzie
Town of Bashaw Library
5020 52 St.
Bashaw, AB, T0B 0H0
bashawlibrary@prl.ab.ca
(780) 372-4055
Nov. 11, 2025

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

Dear Theresa,

I hope this message finds you well! I am writing on behalf of the Town of Bashaw Library Board to request a time for delegation in the Nov. 19th, 2025 council meeting to present our budget.

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

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

Warm regards,

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



Operating Budget			Actual (Projected)		
For the Year Ending December 31:			2025		
	2026	2025			
Income					
Government Contributions					
Town of Bashaw	9,000	9,000	9,000		
Provincial Funds	13,648	13,648	13,648		
County of Camrose	8,895	8,895	9,345		
Parkland Library	8,411	8,411	8,439		
Other Grants	1,000		1,000		
	\$ 40,954 92%	\$ 39,954 86%	\$ 41,432 87%		
Other Revenue					
Fundraising, Donations	1,000	4,825	1,006		
Membership Fees and Fines	1,110	1,060	1,177		
Photocopies	220	210	63		
Bank Interest	1,180	680	680		
	\$ 3,510 8%	\$ 6,775 14%	\$ 2,926 13%		
Digital Literacy Donations					
Total Income	\$44,464 100%	\$46,729 100%	\$ 44,358 100%		



Expenses and Disbursements

	Operating Budget		Actual (Projected)	
	2026	2025	2025	
Staff				
Payroll Wages & Deductions				
Manager Wages	34,780	39,180	33,125	
Library Assistant Wages				
Payroll Deductions Expenses	2,910	3,280	2,216	
Travel and Hospitality	480	490	457	
Total Staff	\$ 38,170	\$ 42,950	\$ 35,798	74% 79% 78%
Library Resources				
Books	900	480	856	
Digital & Electronic Resources	200	-	-	
	1,100	505	856	2% 1% 2%
Administration				
Contracts for Services	320	2,100	300	
Bank Fees and Charges			5	
Association Memberships	90	85	95	
Postage	80	75	44	
Program (Ads, Rentals, etc.)	250	95	234	
Office Supplies (incl. Copier)	1,380	1,320	1,315	
Telephone	430	710	412	
Advertising & Promotion	80	75	-	
	\$ 2,630	\$ 4,460	\$ 2,405	5% 8% 5%
Building Costs				
Insurance	2,890	2,700	2,696	
Janitorial (Contract, Supplies)	470	890	444	
Occupancy Costs			1,000	
Rent	3,000	3,000	2,600	
	\$ 6,360	\$ 6,590	\$ 6,740	12% 12% 15%
Capital Expenditures				
Furniture and equipment	3,000	-	190	
Expenses Net of Digital Literacy	\$ 51,260	\$ 54,505	\$ 45,989	100% 100% 100%
Income Net of Digital Literacy	\$ (6,800)	\$ (7,776)	\$ (1,630)	-13% -14% -4%



Notes to the budget:

- 1.** Fundraising Revenues budgeted for 2026 are predicated upon 2025 levels, which reflect the economic challenges experienced by the Library's traditional benefactors.
- 2.** Bank Interest Revenue is the contracted future value of the Library's GIC's maturing on September 28, 2026.
- 3.** Unless otherwise supported by firm estimates and as otherwise noted below, all expenses are projected to increase by the anticipated inflation rate of 5%.
- 4.** Payroll Wages & Deductions budgeted for 2026 are reduced from budgeted 2025 levels owing to the materially diminished probability of realizing a litigation judgement of \$3,339 which were included in the 2025 budget and which will expire on December 13, 2025 as further action is no longer anticipated.
- 5.** Contract for Services budgeted for 2026 are reduced from budgeted 2025 levels owing to the materially diminished probability litigation expenses in Note 4 above, which were conjoined with related potential legal fees of \$1,500 which will also not be recognized by December 13, 2025 as further action is no longer anticipated.
- 6.** Insurance premiums are projected to increase by the same percentage that 2025's premiums increased over 2024's premiums - 7.1%.
- 7.** The Library Board has been advised that its Rent costs will potentially increase in the 2026 fiscal year by of an as of yet undermined amount, in response to which budgeted Rental costs have been increased by \$400.



Town of Bashaw Library

Annual
Report
2024



The library had **1,147**
open hours in 2024!



240 people have a card
at our library



4,927 people walked
through our doors last year



In addition to **1,817**
website visits



The library added **537**
new items last year



Bringing the total
collection to **7,547**



There were **1,073**
downloads of e-Content



Contributing to a total of
8,527 checkouts!



We lent our items to
libraries outside of our
system **4,789** times



Our service is delivered
by **4** dedicated staff



And **11** amazing
volunteers



The library has **5** public
computers



And brought in **4,902**
items upon patron
request



We answered **1,107**
reference questions



And our meeting spaces
were booked **0** times



11 mobile devices
available for loan



We offered **124** in-
person programs



virtual
programs



And **48** digital
literacy programs



689 people
attended in total!



And our Wi-Fi had
10,298 connections!



**REGULAR MEETING OF COUNCIL
MINUTES
November 7, 2025, 4:00 pm
Council Chambers & Zoom Access**

In Person: CAO Fuller (3:30pm), Deputy Mayor McIntosh (3:50pm), Mayor Orom (3:50pm), Councillor Masyk (3:35pm), Councillor Meger (3:35pm), Councillor Kohlman (3:40pm)

Council by Zoom: none.

Absent with notice: none.

Recording Secretary: CAO Fuller

Public: David Maslen, Brian Desrochers (3:50 pm)

Public Zoom: Debbie Roorda, Jamie Lee Hobson (4:00 pm)

Press by zoom: Stu Salkeld (4:00pm)

1. CALL TO ORDER by Mayor Orom (4:00pm)
2. ADOPTION OF AGENDA

MOVED by Deputy Mayor McIntosh to approve the November 7, 2025, Regular Meeting of Council agenda, with the addition of 7.9 Library Donation, and 7.10 Council Parade Float to the New & Unfinished Business section of the Regular meeting of Bashaw Town Council on November 7, 2025.

MOTION #201-2025

CARRIED

3. PUBLIC HEARINGS – None
4. DELEGATIONS- None
5. APPROVAL OF MINUTES
 - 5.1 Minutes of the October 17, 2025, Special Meeting of Council

MOVED by Deputy Mayor McIntosh to approve the minutes from the October 17, 2025, Special Meeting of Council.

MOTION #202-2025

CARRIED

- 5.2 Minutes of the November 3, 2025, Organizational meeting of Council

MOVED by Deputy Mayor to approve the minutes from the November 3, 2025, Organizational Meeting of Council, with the amendment to Motion 188-2025, changing it from Deputy Mayor Orom to Mayor Orom.

MOTION #203-2025

CARRIED

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

MOVED by Deputy Mayor McIntosh to approve the Town of Bashaw Library Board's Safety & Use bylaws, at the November 7, 2025, regular Meeting of Bashaw Town Council.

MOTION #204-2025

CARRIED

7.2 Town of Bashaw Library Plan of Service 2026 - 2030

MOVED by Deputy Mayor McIntosh to approve the Town of Bashaw Library Plan of Service, on the November 7, 2025, regular Meeting of Bashaw Town Council.

MOTION #205-2025

CARRIED

7.3 Water Treatment Plant Transfer Switch

Discussion regarding the project, and description of the project was provided by CAO Fuller.

MOVED by Deputy Mayor McIntosh to rescind Motion 149-2025.

MOTION #206-2025

CARRIED

MOVED by Councillor Meger to approve \$50, 000.00 to fund the Water Treatment Plant transfer switch repair from the Unrestricted cash Surplus

MOTION #207-2025

CARRIED

7.4 Septic Receiving Station Repair Request

MOVED by Deputy Mayor McIntosh to approve \$13,000 for the septic receiving station meter panel and programming with funds to be accessed from the Unrestricted Cash surplus.

MOTION #208-2025

CARRIED

MOVED by Deputy Mayor McIntosh to approve annual capital contributions of \$2,000.00 to plan for the septic receiving station meter panel replacement.

MOTION #209-2025

CARRIED

David Maslen, Brian Desrochers left the meeting around 4:35 pm.

7.5 Bashaw School Travel Club – Request to access Tourist Booth

At 4:40 pm Deputy Mayor McIntosh left the meeting declaring a pecuniary interest, as the Battle River School Division employs him.

MOVED by Councillor Meger to approve the Bashaw School travel club to use the Tourist Booth on November 22, 2025, from 11 am to 3 pm for Santa Days for the purpose of offering hot chocolate and a bake sale/yard sale to raise funds for the travel club.

MOTION #210-2025

CARRIED

Deputy Mayor McIntosh returned to the meeting at 4:44 pm.

7.6 Terms of Reference Beautification Committee

MOVED by Deputy Mayor McIntosh to appoint Mary Kinsella, Terri Brown Gust, Bryan Gust, Natasha Larkin, and Darlene Sinclair to the Beautification Committee for a term of 1 year.

MOTION #211-2025

CARRIED

MOVED by Deputy Mayor McIntosh to request the beautification committee to generate a report to council on their suggested changes to the terms of reference Beautification committee policy.

MOTION #212-2025

CARRIED

MOVED by Deputy Mayor McIntosh to direct administration to generate a version of the Terms of Reference Beautification Committee policy as recommended by administration to Bashaw Town Council for review.

MOTION #213-2025

CARRIED

7.7 Town Facilities Tour – Book Date

Council booked the tour for Thursday, November 13, 2025, 4:00 – 6:00 pm. CAO Fuller to book the Bashaw Bus Society bus and arrange staff to assist with the tour.

7.8 Historic Society Representative – Appoint a representative

MOVED by Councillor Kohlman to appoint Councillor Masyk to be the Historic Society council representative.

MOTION #214-2025

CARRIED

7.9 Bashaw Library Donation request

MOVED by Councillor Masyk to donate one (1) hour of ice time at the Bashaw Arena; as a donation to the Bashaw Library silent auction.

MOVED by Councillor Meger to amend the motion; to donate two (2) hours of ice time at the Bashaw Arena; as a donation to the Bashaw Library silent auction.

MOTION #215-2025

CARRIED

MOVED by Councillor Meger to donate two (2) hours of ice time at the Bashaw Arena; as a donation to the Bashaw Library silent auction.

MOTION #216-2025

CARRIED

7.10 Council Parade Float

Discussion regarding a plan to create a parade float. There were some limitations as to who was available to participate on the town float. Councillor Meger and Councillor Masyk mentioned they were available to drive a truck in the Santa Days parade.

8. COMMITTEE REPORTS – none.

9. CORRESPONDENCE ITEMS – none

10. CLOSED MEETING OF COUNCIL

11. NOTICES OF MOTION - none

12. NEXT MEETING – November 19, 2025, 6:00 pm

13. ADJOURNMENT – Councillor Kohlman adjourned the meeting at 5:37 pm.

MAYOR, Cindy Orom

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller



They Collect Donations a
year in advance.

The book is scheduled to be out
in new year.

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

"Military Service Recognition Book"

There is a
2025 Version
on their
website.

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

<u>Ad Size</u>	<u>Cost</u>		<u>GST</u>		<u>Total</u>
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

All typesetting and layout charges are included in the above prices.

A complimentary Certificate of Appreciation will be received by all advertisers purchasing space of 1/10 page and up, as a show of appreciation from the Alberta-NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:
Alberta-NWT Command
The Royal Canadian Legion
(AB-NWT RCL)
(Campaign Office)
P O Box 2275, Stn. M
Calgary, AB T2P 2M6





CHIEF ADMINISTRATOR'S REPORT
Submitted for November 19, 2025, Regular Meeting of Council

1. Meetings, training

- October 7, 2025 – Being a Leader training session
- October 9, 2025 – Interview possible new staff
- October 14, 2025 – Being a Leader training session
- October 15, 2025 – Business navigation supports meeting
- October 16, 2025 – Phishing online seminar
- October 17, 2025 – Meeting with Advisor Gary Sandberg
- October 17, 2025 – Special Meeting of Council
- October 21, 2025 – Being a Leader training session
- October 27, 2025 – Dispatch meeting with Bashaw Fire Department & Camrose City Dispatch
- October 28, 2025 – Being a Leader training session
- October 30, 2025 – Council Orientation in Camrose
- November 3, 2025 – Organizational meeting of Council
- November 4, 2025 – Being a Leader Training session
- November 7, 2025 – Meeting with resident
- November 7, 2025 – Regular Meeting of council
- November 12, 2025 – CAO out of the office
- November 13, 2025 – Council Town Facilities tour
- November 13, 2025 – Interim Audit
- November 17, 2025 – Beautification Committee meeting

2. Ongoing follow up of Council assigned tasks.
3. Completed three surveys as required by Statistics Canada.
4. Agendas and minutes preparation for meetings.
5. Process development applications as they are received.

6. Letters as applicable to staff and hiring packages.
7. Assisting Lead Public works staff with operations and providing support as needed.
8. Phone calls and ongoing contact with residents as required.

**TOWN OF BASHAW
MONTHLY STATEMENT
October 31, 2025**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	LGFF CAPITAL	TOTAL
BALANCE AT END OF PREV MONTH	\$ 1,417,358.48	\$ 534,549.94	\$ 301,112.73	\$ 1,951,908.42
RECEIPTS FOR THE MONTH	\$ 23,984.31			\$ 23,984.31
ALBERTA DIRECT DEPOSIT	\$ 144,334.57			\$ 144,334.57
VOID	\$ 3,232.90			\$ 3,232.90
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 75,470.42			\$ 75,470.42
GENERAL ACCOUNT INTEREST	\$ 3,289.16			\$ 3,289.16
TERM #54 INTEREST - ADDED TO GENERAL ACCOUNT	\$ 902.92	\$ -		\$ 902.92
TERM #55 INTEREST - ADDED TO GENERAL ACCOUNT	\$ 334.87	\$ -		\$ 334.87
TERM DEPOSIT		\$ -		\$ -
TRANSFER FROM GENERAL TO TERM		\$ -		
TRANSFER FROM TERM TO GENERAL	\$ -			\$ -
LGFF ACCOUNT INTEREST			\$ 686.37	
SUB-TOTAL	\$ 1,668,907.63	\$ 534,549.94		\$ 2,203,457.57
DISBURSEMENTS FOR THE MONTH	\$ 214,605.72			\$ 214,605.72
TRANSFER TO/FROM TERM		\$ -		\$ -
BANK ERROR INTEREST				\$ -
				\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 40.88			\$ 40.88
BANK CONFIRMATION FEE	\$ -			
SCHOOL PAYMENT	\$ -			
TRANSFER TO LGFF ACCOUNT FROM GENERAL				
BALANCE AT END OF MONTH	\$ 1,454,261.03	\$ 534,549.94	\$ 301,799.10	\$ 2,290,610.07
BANK BALANCE AT MONTH END	\$ 1,544,735.49	\$ 534,549.94		\$ 2,079,285.43
OUTSTANDING DAILY DEPOSITS	\$ 1,039.01			\$ 1,039.01
OUTSTANDING ONLINE/INTERAC	\$ 8,361.57			\$ -
OUTSTANDING DIR DEPOSITS	\$ -			
SUB-TOTAL	\$ 1,554,136.07	\$ 534,549.94		\$ 2,088,686.01
UNCLEARED PAYMENTS	\$ 84,303.27			\$ 84,303.27
UNCLEARED OTHER	\$ 15,571.77			\$ 15,571.77
BANK ERROR				
	\$ -			
	\$ -			
				\$ -
BALANCE AT END OF MONTH	\$ 1,454,261.03	\$ 534,549.94	\$ 301,799.10	\$ 2,290,610.07

THIS STATEMENT SUBMITTED TO COUNCIL

November 19, 2025

MAYOR

TOWN MANAGER



Town of Bashaw

General Ledger - Bank Reconciliation

Printed on: 2025-11-06
Printed by: Darlene Tucker

Completed on 2025-11-06 by Darlene Tucker

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

Statement Open:	\$1,443,353.98	+ Cleared Total:	\$101,381.51
		+ Adjustments:	\$0.00
Statement Close:	\$1,544,735.49	= Bank Rec Close:	\$1,544,735.49
		Proof:	\$0.00

Statement Start: 2025-10-01

Statement End: 2025-10-31

Un-Cleared Deposits

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$70.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$50.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$100.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$25.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$200.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$419.10
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$104.91
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$35.00
2025-10-31	Bank Deposit - CHEQUE	Cash Receipt		11597	\$35.00
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11596	\$200.00
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11596	\$165.98
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11596	\$93.26
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11596	\$1,151.19
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11596	\$117.66
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$79.96
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$116.00
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$373.86
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$142.66
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$100.00
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11594	\$200.00
2025-10-31	Bank Deposit - OTHER	Cash Receipt		11593	\$118.00
2025-10-31	Bank Deposit - CREDIT CARD	Cash Receipt		11592	\$105.00
2025-10-31	Bank Deposit - CREDIT CARD	Cash Receipt		11591	\$5,398.00
Total Un-Cleared Deposits:					\$9,400.58

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-10-31	BASHAW CONCRETE	AP Payment	26701	11576	(\$2,418.65)
2025-10-31	CARLSON CONSTRUCTION	AP Payment	26702	11576	(\$11,681.46)
2025-10-31	DRAIN DOCTOR	AP Payment	26703	11576	(\$1,496.25)
2025-10-31	ACCU-FLO METER SERVICE	AP Payment	26704	11576	(\$2,798.25)
2025-10-31	HWY 12/21 REGIONAL WATER SERVICE COMM	AP Payment	26705	11576	(\$32,560.25)
2025-10-31	BETH RICHARDSON (CHAUTAUQUA)	AP Payment	26706	11576	(\$20.00)
2025-10-31	CANOE PROCUREMENT GROUP OF CANADA	AP Payment	26707	11576	(\$272.60)
2025-10-31	KOENDERS WATER SOLUTIONS INC.	AP Payment	26708	11576	(\$2,470.07)
2025-10-31	BATTLE RIVER OVERHEAD DOORS	AP Payment	26709	11576	(\$228.90)
2025-10-31	ALSCO CANADA CORPORATION	AP Payment	26710	11576	(\$375.87)
2025-10-31	LINDY BLACK	AP Payment	26711	11576	(\$100.00)
2025-10-31	XTREME EQUIPMENT	AP Payment	26712	11576	(\$163.71)
2025-10-31	HAMMERS CONSTRUCTION	AP Payment	26713	11576	(\$630.00)
2025-10-31	EASTHILLS AUTOMOTIVE & TOOL SUPPLY LTD	AP Payment	26714	11576	(\$63.59)
2025-10-31	PCPS COMMUNITY PLANNING SERVICES	AP Payment	26715	11576	(\$367.50)
2025-10-31	JODY SEEMAN	AP Payment	26716	11576	(\$379.68)
2025-10-31	STEPHANIE VANDERSLUIS	AP Payment	26717	11576	(\$36.48)
2025-10-31	RECEIVER GENERAL OF CANADA	AP Payment	46	11608	(\$5,992.68)



Town of Bashaw
General Ledger - Bank Reconciliation

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+ Adjustments: \$0.00
Statement Close: \$1,544,735.49 = Bank Rec Close: \$1,544,735.49
Proof: \$0.00

Statement Start: 2025-10-01
Statement End: 2025-10-31

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-10-31	LOCAL AUTHORITY PENSION PLAN	AP Payment	17911	11612	(\$2,763.63)
2025-10-31	TRANSALTA ENERGY MARKETING CORP	AP Payment	17904	11610	(\$14,677.07)
2025-10-31	DIRECT ENERGY BUSINESS - CURRENT NATURAL GAS SUPPLIER	AP Payment	17909	11610	(\$891.18)
2025-10-15	CINCH COMMUNICATIONS	AP Payment	26696	11474	(\$509.25)
2025-10-15	SAMSON CREE MEDICAL SERVICES	AP Payment	26700	11474	(\$2,088.45)
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:					(\$84,303.27)

Un-Cleared Other

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-10-31	CAFT	Gen. Journal		11600	(\$15,571.77)
Total Un-Cleared Other:					(\$15,571.77)

Bank Rec Close: \$1,544,735.49
+ Un-Cleared Deposits: \$9,400.58
+ Un-Cleared Payments: (\$84,303.27)
+ Un-Cleared Other: (\$15,571.77)
= Adjusted Bank Rec Total: \$1,454,261.03
Bank Balance as of 2025-10-31: \$1,454,261.03

Water Reconciliation 2025

Billed WTP
HWY 12 21 TOWN

	CUBES	CUBES	DIFF		Metered	DIFF	Total Loss	Daily Ave WTP	Water Loss/Break Commentary
JAN	8228	8079	149		6256	1823	1972	260	two breaks at end of month
FEB	8622	8448	174		6008	2440	2614	301	
MAR	8603	8387	216		6491	1896	2112	270	
APR	8245	8123	122		6277	1846	1968	271	
MAY	9038	8884	154		7308	1576	1730	386	
JUN	9129	9663	-534		8340	1323	789	460	
JUL	9374	8475	899		6267	2208	3107	385	Reading done on July 3 - August 1 Reading done August 2 - August 29
AUG	8013	7819	194		5868	1951	2145	391	
SEP	9159	8296	863		7090	1206	2069	395	
OCT			0			0	0		
NOV			0			0	0		
DEC			0			0	0		
	78411	76174	2237		59905		18506		

2.937

24.29437866



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR120370

November 4, 2025

Her Worship Cindy Orom
Mayor
Town of Bashaw
PO Box 510
Bashaw, AB T0B 0H0

Dear Mayor Orom and Council:

My sincere congratulations on your election to municipal office for the Town of Bashaw. I commend you for stepping forward to represent your community. I am sure you will uphold the trust placed in you by your electorate to serve your community with diligence and to the best of your ability.

Urban municipalities are at the forefront of innovation, economic development, and service delivery. As Alberta's villages, towns, and cities continue to grow and diversify, your leadership will be instrumental in advancing strategic priorities such as sustainable infrastructure, public safety, housing, and inclusive community development.

I look forward to working with you to support the Town of Bashaw's success through funding programs, legislative guidance, and collaborative initiatives that strengthen local infrastructure, public services, and community resilience. Strong, safe, and sustainable municipalities contribute to the success and future of our province.

Thank you for your dedication to public service. I look forward to working together.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs



Public Works Report – November 19, 2025

- Weekly stations – which includes maintenance on water and sewer systems
- Daily checks on water treatment plant and lift stations
- Arena – Ice installation, training staff, repairs, equipment repairs, blade changes, ice shaving.
- Fall clean up has been completed
- Fixed tourist booth, pigeons up in flashing/roof
- Closed all summer facilities, water shut off, and prepare for winter
- Moving road materials from beside septic receiving station to sitting stone site
- Haul in pit run for winter water breaks, to have it available
- Cleaned lift station 1 and 2 as best we can without hydrovac
- Cleaned out culvert on 49 Street
- Located cc's in preparation for the 49 Street project
- Sidewalk repairs.
- Preparation for the Water Treatment plant transfer switch installation
- Checking the non-potable water station, it appears to be working for now. We anticipate replacement equipment in the new year.
- Ongoing training staff
- Grading training
- Staff discussions in preparation for snow removal season

November 19, 2025

Council Committee Reports

Councillor Masyk

Nov 5, 2025 – Bashaw & District Regional Health & Wellness Foundation.

- They are Working on Expanding B.D.R.H. Wellness Foundation to be a charitable foundation to facilitate fundraising for the Medical Clinic.
- There was Discussion on forming a Sub-Committee working group to look into the application Process for Charitable Foundation Status.
- They plan to apply for Charitable Status.
- They decided the current name and mission Statement fits the goal.
- They would like to have a table at the Christmas in the Country Market at the Community Centre to hand out brochures to profile clinic and Staff.
- They discussed a quarterly newsletter.
- There was Discussion regarding putting a table in the library entrance area to hand out the brochure's if a regular table is not available.
- Currently Donations can continue and may be made through the B.D.S.S.
- Currently Donations are available to the Bus Society, Fire Department, Happy Gang, Youth Foundation and other Various Organizations, also Confidentially to Private Individuals for health related issues and such by application or request.
- Next Meeting January 7, 2026.

Councillor Kohlman

Ag meeting on Nov. 10th there were discussions about building upgrades/repairs. The committee approved the Buffalo Lake Stampede/ 200 Club, more details to come.

The Ag is looking into setting up a committee and seeking advice on how to take over the Arena from other professional teams that may be able to offer assistance.

The Ag is applying for grants to help build a new playground. Next meeting is December 8th.

CAO

From: Patricia B.
Sent: November 14, 2025 2:31 PM
To: CAO
Subject: Santa parade



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

[arn why this is important](#)

Hello Theresa,

On behalf of the Bashaw agriculture society we are requesting the streets be blocked off for the Santa Claus parade. On November 22 at 7 PM. The route is as a diagram states. Thank you for all your time.

If you have any questions please feel free to email me.

Best regards,
Patricia Breitmeier





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

November 10, 2025

Town of Bashaw
Box 510
Bashaw AB T0B 0H0

Attention: Ms. Fuller

RE: Highway 12/21 Regional Water Services Commission 2026 Draft Budget

The Highway 12/21 Regional Water Services Commission Board of Directors, at the November 7, 2025, regular Board meeting, directed the Commission Manager to circulate the draft 2026 Operating Budget to Commission Members for comment in accordance with Bylaw No. 21-2021.

Bylaw No. 21-2021

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

Please find attached a copy of the Highway 12/21 Regional Water Services Commission draft 2026 Operating budget for your organization's review.

The Board will consider the draft 2026 Operating Budget at its regular meeting on December 5, 2025.

Regards,

Dion Burlock
Manager
Highway 12/21 Regional Water Services Commission

AGENDA ITEM

2026 – 2028 Operational Budget

November 7, 2025

BACKGROUND

The administration has prepared the 2026 Operational Budget for Commission members to review. This budget considers the costs associated with running the Commission, operating the line, repaying the debt, and contributing to reserves for repairs and replacement of equipment related to the lines.

The rates for members who consume water are calculated by dividing the total member estimated consumption by the total cost of providing the water. Members who do not use water are billed their share equally for administration costs. Debenture repayment and reserve contributions are calculated based on water allocation. In the 2026 budget, the remaining non-water-using members are Lacombe County and Camrose County.

ANALYSIS

The budget contains the following highlights and changes from the prior budget.

Revenues

- Administrative and Board costs of \$155,550 are collected equally from six members. Most of these costs are collected in rates, and a small portion is collected from Lacombe and Camrose County.
- Budgeted water consumption increased by 14,000m³ from 2025, positively impacting the water rate.
- The budget proposes a rate of \$3.585 per cubic meter.

Expenditures

- A decrease of 9,180 in telephone and communication based on historical estimates. This decrease is a result of the SCADA communications project started in 2024.
- Contract management, accounting, and contract services provided by Lacombe County increased as per the contractual agreement.
- Accounting & contract services decreased based on the proposed audit fee of 12,000 from the new auditors appointed in 2025.
- Purchased Line Repairs and Maintenance increased by 77.27% to reflect the planned replacement of two chlorine analyzers at \$20,000 each.
- Rentals increased to reflect the additional cost of the facility tour bus rental.
- Contract Pipeline Operation increases to reflect the rate per the Contract Maintenance Agreement.
- Water purchases increased due to a 3-cent increase in the water rate. The 2025 rate was 1.58, and the proposed 2026 rate is 1.61.
- Utilities increased by 18% to reflect the current trend.

- Amortization is recorded to comply with generally accepted accounting principles, but is removed from the bottom line and not charged to the members.
- Interest in debt decreased to reflect the reduction in capital rates for the new debenture and the decrease in interest paid on the current debenture. The estimated rates for 2025 and 2026 are 4.92% and 4.35%, respectively. Note that the Commission's first debenture is expected to be paid off in December 2033.

Cash Items Not Recognized

- A \$60,000 contribution to fund the Repair and Replacement Reserve. This amount will be collected from non-water members based on their water allocation, and the remainder will be collected through the water rate
- \$173,870 of principal debt repayment.

Water Rate

The budgeted water rate for 2026 is \$3.585, an increase of \$0.03 (0.8%) from the 2025 budgeted rate of \$3.555. Note that the increase is a result of the proposed rate increase from the Town of Stettler. We project the rates in 2027 and 2028 to be \$3.792 and \$3.849, respectively. The increases in 2027 and 2028 are due to the full debenture payment for the new line and an estimated inflation of 2%.

IMPLICATIONS

The current budget, as presented, contains some increases and decreases in operating expenses as compared to the prior year. These factors have resulted in an increase to the projected water rate for 2026.

LEGISLATIVE RESPONSIBILITIES:

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

RECOMMENDATION

The Commission receives this budget for information. This budget is to be reviewed by the Commission members for a 30-day comment period. Any concerns or changes must be ratified at the December 2025 meeting when the Commission is required to adopt a budget.

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

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



HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET

OPERATING REVENUE

		2025 Budget	2025 To Sep 30th	2026 Budget	% Change	2027 Forecast	2028 Forecast
1-00-00-410	Sale of Water	1,036,410	710,729	1,100,850	6.22%	1,164,230	1,181,930
1-00-00-510	Penalties and Costs	-	-	-	0.00%	-	-
1-00-00-551	Interest Income	10,000	10,832	10,000	0.00%	10,000	10,000
1-00-00-556	Dividends	-	-	-	0.00%	-	-
1-00-00-840	Provincial Conditional Grants	-	-	-	0.00%	-	-
1-00-00-750	Local Government Contributions	155,550	64,831	152,590	-1.90%	177,610	178,170
1-00-00-901	Transfer from Reserve	-	-	-	0.00%	-	-
TOTAL OPERATING REVENUE		1,201,960	786,392	1,263,440	5.11%	1,351,840	1,370,100

OPERATING EXPENDITURES

2-00-00-214	Membership Fees	300	79	300	0.00%	310	200
2-00-00-216	Postage & Courier	500	-	500	0.00%	510	520
2-00-00-217	Telephone & Communication	18,180	5,887	9,000	-50.50%	9,180	9,360
2-00-00-230	Contract Administration	48,696	36,522	49,668	2.00%	50,660	51,670
2-00-00-231	Accounting & Contract Service	74,160	55,757	64,640	-12.84%	65,930	67,250
2-00-00-232	Legal Fees	1,000	-	1,000	0.00%	1,020	1,040
2-00-00-250	Purchased Line Repairs & Maintenance	55,000	40,368	97,500	77.27%	99,450	101,440
2-00-00-251	Contract Pipeline Operation	115,110	63,851	117,100	1.73%	119,440	121,830
2-00-00-260	Rentals	2,100	-	3,600	71.43%	3,670	3,740
2-00-00-270	Licenses, Permits, Insurance	11,360	9,376	11,830	4.14%	12,070	12,310
2-00-00-510	Goods and Supplies	8,000	8,010	8,000	0.00%	8,160	8,320
2-00-00-520	Small Tools & Equipment	500	-	500	0.00%	510	520
2-00-00-540	Purchase of Water	477,630	336,369	510,320	6.84%	520,530	530,940
2-00-00-541	Utilities	23,100	20,267	27,360	18.44%	27,910	28,460
2-00-00-810	Bank Charges & Short Term Interest	500	-	500	0.00%	510	520
2-00-00-815	Amortization	661,490	-	661,490	0.00%	661,490	661,490
2-00-00-831	Interest on Long Term Debt	140,390	55,263	127,750	-9.00%	165,650	156,260
2-00-00-920	Allowance for Doubtful Accounts	-	-	-	0.00%	-	-
TOTAL EXPENDITURES		1,638,016	631,750	1,691,058	3.24%	1,747,000	1,755,870
Surplus/(Deficit)		(436,056)		(427,618)	46.07%	(395,160)	(385,770)
Add back non-cash Items							
	Amortization Expense	661,490		661,490	45.17%	661,490	661,490
Adjust for cash items not recognized as revenues and expenses							
2-00-00-762	Reserve Contributions	(60,000)		(60,000)	0.00%	(60,000)	(60,000)
2-00-00-832	Current Portion of Long Term Debt	(165,430)		(173,870)	5.10%	(206,330)	(215,720)
Budget Balance		-		-		-	-

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET REVENUE

1-00-00-410

SALE OF WATER

Sale of water by the commission to member municipalities

Historical Consumption in cubic meters

	2021	2022	2023	2024	2025
					As of Sep 30th
Village of Alix	56,766	51,732	54,459	58,337	45,959
Village of Clive	0	0	28,998	51,445	38,132
Village of Edberg	0	2,565	7,977	8,107	6,395
Hamlet of Ferintosh	11,549	12,349	21,838	11,688	9,553
Hamlet of Mirror	39,638	42,323	38,382	35,101	26,449
Hamlet of Duhamel	2,175	2,103	2,079	2,087	1,422
Hamlet of New Norway	18,898	18,285	19,224	19,776	15,658
Town of Bashaw	107,150	101,735	94,790	93,023	78,411
Silver Creek Golf	2,593	2,131	2,322	1,594	3,235
Camrose County Fill Station	12,303	10,656	13,072	14,327	9,758
Total	251,072	243,879	283,141	295,485	234,972

2026	Estimate	Rate	Total
	Cu. Meters		
Village of Alix	55,000	3.585	197,180
Village of Clive	53,000	3.585	190,010
Village of Edberg	9,000	3.585	32,270
Hamlet of Ferintosh	10,433	3.585	37,400
Hamlet of Mirror	38,582	3.585	138,320
Hamlet of Duhamel	1,660	3.585	5,950
Hamlet of New Norway	18,995	3.585	68,100
Town of Bashaw	103,000	3.585	369,260
Silver Creek Golf Course	2,700	3.585	9,680
Camrose County Fill Station	14,575	3.585	52,250
Camrose County Fire Hall	120	3.585	430
Total	307,065		

1,100,850

1-00-00-510

PENALTIES AND COSTS

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

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET REVENUE**

1-00-00-551

INTEREST INCOME

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

2021	1,785
2022	6,144
2023	16,331
2024	27,061
2025	10,832 to Sep 30th

2026 Estimate

10,000

10,000

1-00-00-556

DIVIDENDS

RMA Dividend

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

1-00-00-840

PROVINCIAL CONDITIONAL GRANTS

Provincial operating grants

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION **2026 OPERATING BUDGET REVENUE**

1-00-00-750

LOCAL GOVERNMENT CONTRIBUTIONS

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

Debenture # 4000616 Annual Repayment		\$133,742.18		
Debenture # 4000830 Annual Repayment		\$25,807.10		
Debenture #4001869 Annual Repayment		\$24,660.84		
Debenture #4002563 Annual Repayment		\$47,039.28		
Debenture #NEW Annual Repayment		<u>\$70,365.17</u>	Half payment	
2026 Debenture costs		\$301,614.57		
Village of Alix	28.20%	85,055	-	
Town of Bashaw	10.75%	32,424	-	
Lacombe County	15.66%	47,233	47,233	
Hamlet of Mirror	6.47%	19,514	-	
Village of Clive	7.70%	23,224	-	
Village of Edberg	2.62%	7,902	-	
Hamlet of Ferintosh	3.07%	9,264	-	
Hamlet of New Norway	5.10%	15,370	-	
Hamlet of Duhamel	0.64%	1,941	-	
Silver Creek Golf Course	0.13%	382	-	
Camrose County Water Fill station	0.60%	1,818	-	
Camrose County	19.06%	<u>57,486</u>	<u>57,486</u>	
		301,615	104,718	104,718

Operating Reserve 60,000

Village of Alix	28.20%	16,920	-	
Town of Bashaw	10.75%	6,450	-	
Lacombe County	15.66%	9,396	9,396	
Hamlet of Mirror	6.47%	3,882	-	
Village of Clive	7.70%	4,620	-	
Village of Edberg	2.62%	1,572	-	
Hamlet of Ferintosh	3.07%	1,843	-	
Hamlet of New Norway	5.10%	3,058	-	
Hamlet of Duhamel	0.64%	386	-	
Silver Creek Golf Course	0.13%	76	-	
Camrose County Water Fill station	0.60%	362	-	
Camrose County	19.06%	<u>11,436</u>	<u>11,436</u>	
		60,000	20,832	20,832

Participating municipalities contribution to administrative and board costs

2026 Estimated costs attributed to the Board of Directors	<u>118,038</u>
Number of members	6
Cost per member	19,673

Lacombe County Portion less Mirror water usage 13,925
 Camrose County Portion less Duhamel, New Norway, Ferintosh & fill station water usage 13,110

152,590

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET REVENUE

1-00-00-901

TRANSFER FROM RESERVE

Transfers from Reserve

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET EXPENDITURES**

2-00-00-214

MEMBERSHIP FEES

Membership in RMA and other organizations

2021	195
2022	253
2023	292
2024	77
2025	80 to Sep 30th

2026 Estimate	300
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300

2-00-00-216

POSTAGE & COURIER

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

2021	329
2022	344
2023	30
2024	194
2025	0 to Sep 30th

2026 Estimate	500
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500

2-00-00-217

TELEPHONE & COMMUNICATION

Data Costs for Line Operations

2021	25,974
2022	27,351
2023	29,877
2024	23,927
2025	5,887 to Sep 30th

2026 Estimate	9,000
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9,000

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET EXPENDITURES

2-00-00-230

CONTRACT ADMINISTRATION

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

2021	44,700
2022	45,929
2023	46,802
2024	47,983
2025	36,522 to Sep 30th

2026 Estimate

49,668

49,668

2-00-00-231

ACCOUNTING & CONTRACT SERVICE

	2021	2022	2023	2024	to Sep 30th 2025	Budget 2026
Accounting & Administration services	42,930	44,111	45,263	46,084	35,316	48,036
Audit Fees	10,547	11,000	12,250	15,500	19,795	12,000
Sage - Financial Software	1,773	2,036	1,821	1,741	646	2,100
AB One Call	227	-	-	-	-	-
Contracted Line Locates	-	-	-	-	-	2,500
Business Plan Review	-	-	-	-	-	-
	55,477	57,147	59,334	63,325	55,757	64,636

64,640

2-00-00-232

PROFESSIONAL - LEGAL

Costs relative to services provided by the legal profession

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

1,000

1,000

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET EXPENDITURES

2-00-00-250

PURCHASED LINE REPAIRS & MAINTENANCE

Costs relative to repair and maintenance provided for line operations.

TLC Hach analyzer service all sites	5,000
Hach reagents for the CL17 Hach analyzer	6,000
Caro Lab Analysis	500
Summit Valve to tune 2 PRSV/year	7,000
Backflow Prevention Certification	1,000
Sterling Generator Service (EQ & Tees)	4,000
Sterling Pump Service (Tees Booster)	2,500
Two Chlorine Analysers	40,000
Rockwell Software Licensing Upgrade	2,500
Other Repairs & Maintenance as Required	29,000

2021	30,824
2022	60,681
2023	89,848
2024	51,590
2025	40,369 to Sep 30th

2026 Estimate

97,500

97,500

2-00-00-251

CONTRACT PIPELINE OPERATION

Pipeline checks and inspections.

Includes line locates, maintenance, and on-call service.

2021	91,495
2022	99,288
2023	105,554
2024	107,400
2025	63,851 to Sep 30th

	Total Hours	2026 Rate	Total
Labour	1,464	\$ 65.45	\$ 95,819
On call	96	\$ 65.45	\$ 6,283
Equipment	600	\$ 25.00	\$ 15,000
	2,160		\$ 117,100

2026 Estimate

117,100

117,100

2-00-00-260

RENTALS

Lease agreement, facility rentals, and tour expenses.

2021	0
2022	1,365
2023	0
2024	0
2025	0 to Sep 30th

2026 Board Cost	600
Lease Agreement - Camrose County	1,500
Facility Tour - Bus Rental	1,500

3,600

2-00-00-270

LICENSES, PERMITS, INSURANCE**Insurance**

Master Bond & Crime	2021	486	
	2022	486	
	2023	486	
	2024	486	
	2025	405 to Sep 30th	
	2026 Estimate		510
Property	2021	3,833	
	2022	3,448	
	2023	3,893	
	2024	5,485	
	2025	4,388 to Sep 30th	
	2026 Estimate		5,530
Boiler & Machinery	2021	50	
	2022	68	
	2023	67	
	2024	77	
	2025	62 to Sep 30th	
	2026 Estimate		80
Master Liability & Genesis	2021	3,756	
	2022	4,389	
	2023	5,208	
	2024	5,206	
	2025	4,333 to Sep 30th	
	2026 Estimate		5,460
Heavy Equipment	2021	52	
	2022	53	
	2023	53	
	2024	117	
	2025	189 to Sep 30th	
	2026 Estimate		250

11,830

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET EXPENDITURES

2-00-00-510

GOODS and SUPPLIES

General goods & supplies, chemical reagents, and parts.

2021	5,438
2022	9,812
2023	4,232
2024	5,295
2025	8,011 to Sep 30th

2026 Estimate

8,000

8,000

2-00-00-520

SMALL TOOLS and EQUIPMENT

Purchase of non-capital equipment as required

2021	4,387
2022	1,193
2023	74
2024	116
2025	0 to Sep 30th

2026 Estimate

500

500

2-00-00-540

PURCHASE OF WATER

This includes a contingency to account for water losses

	Cu. Metres	Rate	TOTAL
Town of Stettler	317,065	1.61	510,316
2025 rate was 1.58 m3			

510,320

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET EXPENDITURES**

2-00-00-541

UTILITIES

Electricity for Meter Vault, Equalization Tank and Tees Booster Station

2021	19,063
2022	14,798
2023	15,817
2024	27,454
2025	20,267 to Sep 30th

2026 Estimate

27,390

27,360

2-00-00-810

BANK CHARGES & SHORT TERM INTEREST

Bank overdraft charges as a result of potential cash shortfalls

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

2026 Estimate

500

500

2-00-00-815

AMORTIZATION

Amortization expense for Tangible Capital Assets.

Phase	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Estimate
Stettler to Alix	93,421	93,421	93,421	93,421	93,421	93,421
Alix to Mirror	62,038	62,039	62,039	62,039	62,039	62,039
Bashaw to Ferintosh	66,671	66,671	66,671	66,671	66,671	66,671
Ferintosh to Duhamel	98,806	98,806	98,806	98,806	98,806	98,806
Mirror to Bashaw	125,774	125,774	125,774	125,774	125,774	125,774
Ferintosh to Edberg	-	-	9,185	37,481	64,256	64,256
Alix to Clive	-	-	22,403	91,495	150,518	150,518
Operating	-	-	-	-	-	-
	446,710	446,710	478,300	575,690	661,490	661,490

661,490

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET EXPENDITURES**

2-00-00-831

INTEREST ON LONG TERM DEBT

Interest portion on repayment of debentures

Debenture repayment based on estimated principal amount of

1,851,947 @ 5.667% over 25 years

381,482 @ 4.589% over 25 years

434,291 @ 2.943% over 25 years

811,301 @ 3.132% over 25 years

2,131,953 @ 4.350% over 25 years (half year)

	Debenture #	Amount	Budget
2024	4000616	52,967	
2024	4000830	9,960	
2024	4001869	9,320	
2024	4002563	21,969	
2025	4000616	48,678	
2025	4000830	9,225	
2025	4001869	8,866	
2025	4002563	21,177	
2025	NEW	0	
2026	4000616		44,163
2026	4000830		8,455
2026	4001869		8,397
2026	4002563		20,361
2026	NEW		46,370

127,750

2-00-00-920

ALLOWANCE FOR DOUBTFUL ACCOUNTS

No write-offs anticipated

2021	0
2022	0
2023	0
2024	0
2025	0 to Sep 30th

2026 Estimate

HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION 2026 OPERATING BUDGET CASH ITEMS NOT RECOGNIZED

2-00-00-762

RESTRICTED SURPLUS TRANSFER

Transfer of funds to reserves for operating contingencies

	Balance Jan			Balance
		I Contribution	Reductions	Dec 31
2021	229,208	60,000	0	289,208
2022	289,208	60,000	0	349,208
2023	349,208	60,000	41,086	368,122
2024	368,122	60,000	18,715	409,407
2025	409,407	60,000	0	469,407 Estimated

60,000

2-00-00-832

CURRENT PORTION OF LONG TERM DEBT

ACFA Debentures - Projected 5 year Repayment Schedule

Debenture #4000616

	Principal	Interest
2026	89,579	44,163
2027	94,335	39,407
2028	99,343	34,399
2029	104,617	29,126
2030	110,170	23,572

Debenture # 400830

	Principal	Interest
2026	17,352	8,455
2027	18,158	7,650
2028	19,000	6,807
2029	19,882	5,925
2030	20,805	5,002

Debenture #4001869

	Principal	Interest
2026	16,263	8,397
2027	16,746	7,915
2028	17,242	7,419
2029	17,753	6,908
2030	18,280	6,381

Debenture #4002563

	Principal	Interest
2026	26,678	20,361
2027	27,520	19,519
2028	28,389	18,650
2029	29,285	17,754
2030	30,210	16,830

Debenture #NEW

	Principal	Interest
2026	23,995	46,370
2027	49,568	91,163
2028	51,747	88,983
2029	54,023	86,708
2030	56,398	84,332

2026 Portion of Long Term Debt #4000616	89,579
2026 Portion of Long Term Debt #4000830	17,352
2026 Portion of Long Term Debt #4001869	16,263
2026 Portion of Long Term Debt #4002563	26,678
2026 Portion of Long Term Debt #New	23,995

173,870

**HIGHWAY 12/21 REGIONAL WATER SERVICES COMMISSION
2026 OPERATING BUDGET WATER RATE**

ADMINISTRATIVE BOARD COSTS

Interest Income	-10,000
Membership Fees	300
Postage & Courier	500
Telephone & Communication	0
Contract Administration	49,668
Accounting & Contract Service	62,140
Legal Fees	1,000
Rentals	2,100
Licenses, Permits, Insurance	11,830
Small Tools & Equipment	0
Bank Charges & Short Term Interest	<u>500</u>

Total Administrative/Board Expenditures 118,038

COSTS INCLUDED IN WATER RATE

Transfer From Reserve	0
Administrative Board Costs	91,003
Debenture Costs	196,896
Operating Reserve Contribution	39,168
Meter Calibration Testing Contribution	0
Telephone (data Costs for Operation)	9,000
Line Locations	2,500
Rentals	1,500
Professional - Contract Service Line Operation	97,500
Contract Services - Line Operations	117,100
Goods and Supplies	8,000
Small Tools & Equipment	500
Purchase of Water	510,320
Utilities	<u>27,360</u>
Total Cost	<u>1,100,847</u>
Total Estimate Water Consumption	307,065

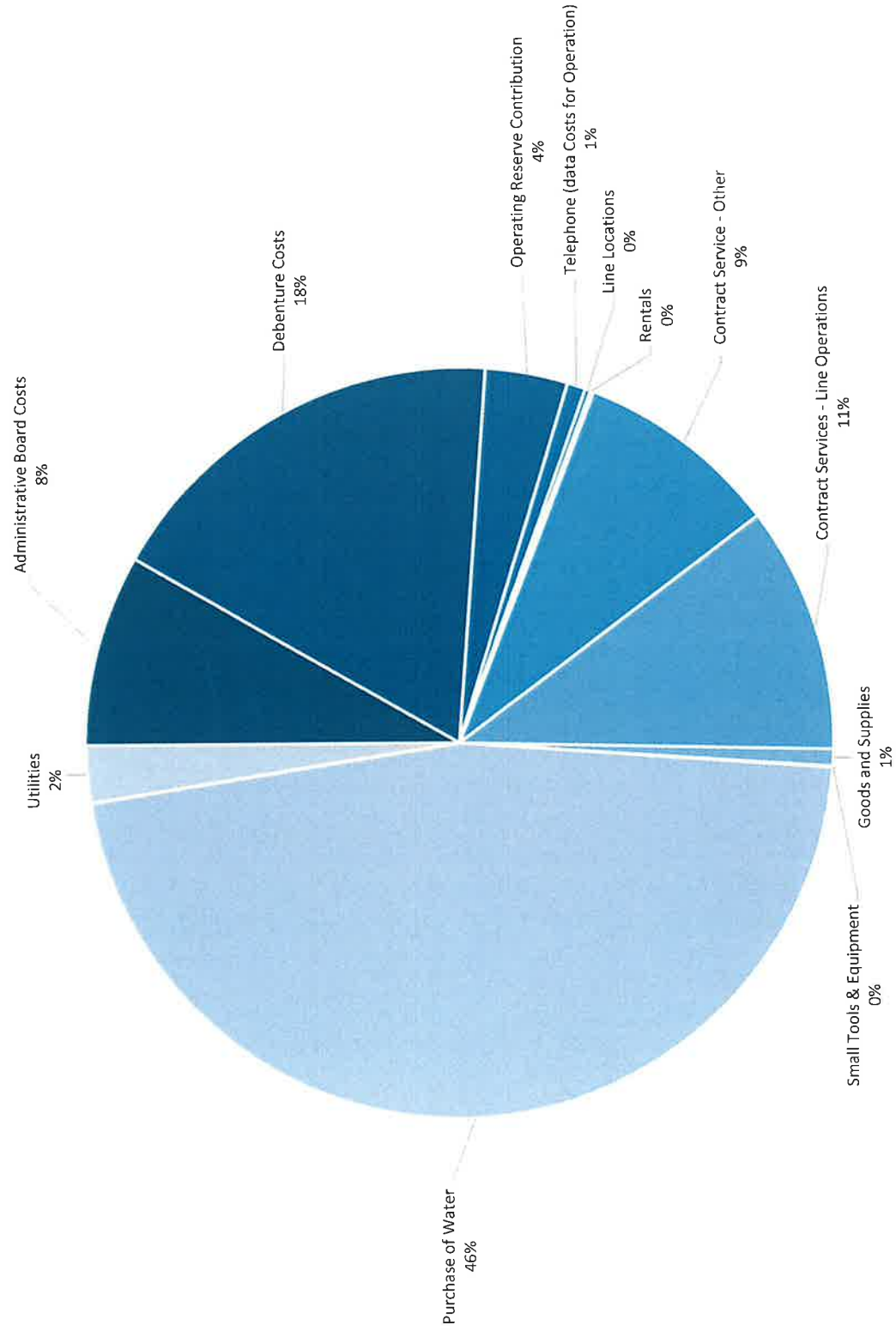
Rate = total cost divided by consumption 3.5850



HIGHWAY 12/21 REGIONAL WATER COMMISSION

Water Rate Breakdown

2026



EMERGENCY SERVICES MUTUAL AID AGREEMENT

MEMORANDUM OF AGREEMENT BETWEEN:

Lacombe County, a Municipal Corporation of the Province of Alberta;

- and -

Town of Bashaw, a Municipal Corporation of the Province of Alberta;

INTRODUCTION

1. The Municipal Corporations (referred to hereinafter as "the Parties") of **Lacombe County**, and the **Town of Bashaw** are neighboring authorities. Each of the Municipal Corporations has appointed a Director of Emergency Management pursuant to the provisions set out in the Emergency Management Act. However, a disaster or emergency could affect either of the Parties to such a degree that local resources may be inadequate to cope with the disaster or emergency.

PURPOSE

2. To enter into an agreement between the Parties for the purpose of identifying:
 - a. the nature of resources which may be provided within the terms of this agreement,
 - b. the manner by which a mutual aid request shall be made, and
 - c. the conditions under which mutual aid may be provided.

DEFINITIONS

3. For the purpose of this agreement:
 - a. "Authorized Official" shall mean those individuals who are authorized to request or authorize mutual aid,
 - b. "Disaster" means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property or the environment,
 - c. "Emergency" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people, or to limit damage to property or the environment,

d. "Mutual Aid" means the provision of assistance by way of personnel or equipment, which may include, but are not necessarily be limited to:

- firefighting equipment and personnel
- community peace officers
- municipal emergency agency staff
- municipal staff (e.g., administrative, public works, bylaw)
- municipal equipment (e.g., graders, loaders, etc.)

e. "Requesting Party" means the Municipality requesting mutual aid,

f. "Responding Party" means the Municipality supplying mutual aid.

PROCEDURE FOR INVOKING MUTUAL AID

4. The declaration of a State of Local Emergency need not be in place for mutual aid to be requested or provided.
5. With the exception of requests for firefighting equipment or firefighting personnel, requests for mutual aid should be initiated by the:
 - Chief Administrative Officer or designate, or
 - Director of Emergency Management or designate.
6. In the event that the Responding Party receives a request for mutual aid from someone other than an official listed in Point 5 above, the Responding Party shall confirm, by reasonable means, its response with an Authorized Official of the Requesting Party prior to making such response. In the event that the request cannot be verified, the Responding Party shall decline to provide mutual aid assistance.
7. Requests for firefighting equipment or firefighting personnel may be made by a senior fire officer of the Requesting Party.
8. Requests for firefighting equipment or firefighting personnel may be received and responded to by a senior fire officer of the Responding Party.

COMMAND AND CONTROL OVER EMERGENCY RESPONSE PERSONNEL AND EQUIPMENT

10. Upon entering the municipal boundaries of the Requesting Party, Emergency response personnel and equipment of the Responding Party are at all times under the command and control of the Requesting Party's department official(s).

COST RECOVERY PROCEDURE

11. With the exception of firefighting equipment and firefighting personnel, the Requesting Party shall be liable for the payment of all out-of-pocket costs incurred by the Responding Party in coming to its aid. For firefighting equipment and firefighting personnel, the Requesting Party shall pay the charges as described in Schedule "A" of this agreement.

LIMITATIONS ON ASSISTANCE PROVIDED

12. Mutual aid for disaster or emergency assistance contemplated herein shall be provided solely and absolutely at the discretion of the authorized official or designate of the Responding Party. In general, the Responding Party may provide one of the following responses:
 - a. No response; or
 - b. A full response; or
 - c. A limited response.
13. The Responding Party shall not be required to respond immediately to mutual aid requests. In the sole and unfettered discretion of the authorized official (or designate) of the Responding Party, only personnel and equipment which can reasonably be spared without impairing the Responding Party's capacity to protect life, health, property, government infrastructure or environment within its own boundaries shall be provided. Furthermore, the Responding Party shall not be liable to the Requesting Party for any damage or injury for failing to respond to any call, or for a delay in responding to any call or as a result of failure of the equipment or personnel in going to the scene of the disaster or emergency.
14. The Responding Party shall advise as soon as practically possible the level of response being provided.
15. The Responding Party's equipment and/or personnel shall be entitled to leave a disaster or emergency scene should a disaster or emergency arise within their own jurisdiction, provided they advise an official of Requesting Party of the need to leave the scene.

INDEMNITY

16. The Requesting Party shall indemnify and save harmless the Responding Party, its employees, personnel, and volunteers engaged in the performance of this agreement from and against all claims and demands, loss, costs, damages, actions, suits or other proceedings, including personal injury or death. Further, the Requesting Party shall indemnify the Responding Party against all loss or expense incurred by the Responding Party for damage to its equipment incurred by the performance of the services by the Responding Party pursuant to this agreement, excluding damage or loss caused by negligence of the Responding Party in the performance of duty.

BINDING AGREEMENT

17. This agreement shall supersede any and all previous disaster and emergency mutual aid agreements, whether oral or written, between the Parties.

INCEPTION AND TERMINATION

18. This agreement shall come into force when all Parties have signed it and shall continue in force until such time as Parties give proper notice and withdraw. Any Party may withdraw from this agreement by giving not less than sixty (60) days notice to all other Parties of the agreement.

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING MUNICIPALITIES BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

LACOMBE COUNTY

Per: _____
Reeve

Date

Per: _____
County Manager

Date

TOWN OF BASHAW

Per: _____
Mayor

Date

Per: _____
County Administrator

Date

"Schedule A"

The rate of charge for a fully manned ladder truck, pumper/engine truck, tanker/tender truck, rescue truck, rescue vehicle, command vehicle, utility vehicle and all-terrain vehicle, or any other emergency response vehicle shall be at the current Alberta Transportation and Economic Corridor (ATEC) Rates for the period commencing from when the equipment leaves its base facility until it is deemed back in service, rounded to the next one-half hour.

Type of Unit	Comment	Hourly Rate
Ladder truck, pumper/engine truck and tender/tanker truck	<ul style="list-style-type: none"> Includes equipment costs, labour, and all materials. These are specialized pieces of equipment specifically designed, built, and equipped to fight structure and outside fires. 	Alberta Transportation and Economic Corridors rates of reimbursement for Fire Department Units responding within a provincial highway right-of-way
Rescue vehicles, Brush vehicles	<ul style="list-style-type: none"> Includes equipment costs, labour, and all materials. Rescue vehicles are specialized pieces of equipment, designed, built and equipped to do rescue tasks using hand & basic extrication tools (i.e. pry bars, air chisels, bolt cutters, stabilization equipment & cribbing, hand and power saws, lighting and portable hydraulic rescue tools) and medical aid equipment. Brush vehicles are specialized pieces of equipment designed, built, and equipped to fight fires in terrain not readily accessible by traditional pumper/engine and tender units. 	Alberta Transportation and Economic Corridors rates of reimbursement for Fire Department Units responding within a provincial highway right-of-way
Command vehicles, Utility vehicles, All-terrain vehicles	<ul style="list-style-type: none"> Includes equipment costs, labour, and all materials. Command vehicles are units designed and built to provide an Incident Commander with a mobile command post. Typically, a pick-up truck or sport utility vehicle. Utility vehicles are units designed and built to act as a support vehicle to an incident response. Typically, a pick-up truck. All-terrain vehicles are units designed and built to operate in terrain not readily accessible by rescue or brush vehicles. 	Alberta Transportation and Economic Corridors rates of reimbursement for Fire Department Units responding within a provincial highway right-of-way

Note: These rates are adjusted annually on April 1st by Alberta Transportation and Economic Corridors using the inflation formula established in the Highway Maintenance contracts and rounded to the nearest \$5/hour.

MUTUAL AID FIRE AGREEMENT

THIS AGREEMENT DATED THIS 21 DAY OF APRIL, 2004

BETWEEN Lacombe County, a Municipal Corporation in the Province of Alberta;

AND

The Town of Bashaw, a Municipal Corporation of the Province of Alberta;

AND

The County of Camrose No. 22, a Municipal Corporation in the Province of Alberta;
are neighboring authorities (referred to hereinafter "the Parties")

AND WHEREAS the Parties provide emergency services to their respective populations and acknowledge that at various times it may be necessary for either Municipality to request assistance in dealing with an emergency incident.

AND WHEREAS the Parties acknowledge that it is desirable to enter into an agreement to formalize their rights and obligations for the supply of emergency services.

Now THEREFORE, in consideration of the mutual provisions and covenants contained hereunder in this Agreement, the parties agree as follows:

1. IN THIS AGREEMENT, unless the context otherwise requires:
 - a) "EMERGENCY" means a sudden unexpected happening or unexpected occasion for action; events or unexpected occasions requiring trained Firefighters to use their skill and judgement in the application of fire fighting equipment and techniques to manage or properly extinguish fires and to provide emergency rescue services;
 - b) "FIRE CHIEF" shall mean the respective Fire Chiefs of the Parties; or their appointed designates, or in their absence the senior member present.
 - c) "FULLY MANNED" shall mean a vehicle carrying sufficient firefighters to safely undertake tasks for which the vehicle was designed for and for which seats with approved seat belts have been provided.

2. TERM OF AGREEMENT

The term of this Agreement will be effective from April 21 2004 and will continue to be in effect or until otherwise withdrawn or cancelled. The Parties may jointly agree to review the Agreement or amend the schedules from time to time, provided that all Parties agree to review and amend. The Parties may withdraw from this Agreement by providing twelve (12) months Notice, in writing to the other Parties involved in the Agreement.

3. The Parties shall, where ever possible and at the sole discretion of the responding party, provide assistance at an emergency incident to which either of the Parties is responding and requests such assistance.
4. For any equipment and manpower, the party requesting assistance shall pay the appropriate charges as described in Appendix "A" of this Agreement.

5. For the purpose of this Agreement, the provisions of such services shall be deemed to commence upon the Fire Chief of either Party directing that manned vehicular equipment from either Party respond to a call and shall continue until such time as the vehicular equipment that has responded to the call has returned to and been fully serviced, cleaned and maintained in the normal standard of either party at the fire station from where it left, provided however that neither party shall be liable for any charges contemplated in Section 4 of the Agreement where vehicular equipment of either Party has been incapacitated due to mechanical breakdown.
6. In the event that either Party shall receive a call for assistance from someone other than the Fire Chief, the Fire Chief receiving the call shall confirm its required response with the other Fire Chief before responding to the call.
7. If any Party received a call for emergency assistance within the boundaries of a neighboring authority they shall immediately notify the Party having jurisdiction over the area in which the incident is occurring.
8. Fire fighting personnel of each Party shall remain under the immediate control and direction of officers of their own emergency service. If the emergency service in whose jurisdiction the emergency incident occurs is not the first to arrive at an emergency scene, the senior officer of the first service will assume responsibility for management of the incident and will hand over that responsibility to the senior officer of the service in whose jurisdiction the incident has occurred upon arrival.
9. Each Party will provide the other Parties sufficient maps of their jurisdiction, housing, subdivisions and any other information deemed necessary to aid an emergency response.
10. Each Party shall ensure that their respective emergency services can communicate with each other

11. LIABILITY

Each Party, as applicable (the indemnitor) will indemnify and hold harmless the other party and its directors, officers, employees, agents and representative (the indemnitee) from and against any direct damages, injuries, losses and other liabilities claimed against the indemnitee, and all related costs and expenses (including reasonable legal fees on a solicitor and his own client full indemnity basis) suffered or incurred by the indemnitee in relation to any claims, cause or causes of action, action or actions, suits or proceedings by a third party (Claim) which arises from damage to property or injury to or death of persons resulting from the Indemnitor's failure to perform its obligations under this Agreement which failure is caused by the negligence or willful act of the Indemnitor or any of its directors, officers, employees, agents or representative acting within the scope of their authority of employment. The indemnity under this subsection (a) will be limited to an amount in proportion to the degree to which the Indemnitor or its directors, officers, employees, agents or representative acting within the scope of their authority or employment are at fault. As used herein, willful act will mean any act or omission, which an intentional tort or a breach of any of the obligations under this Agreement.

12. DISPUTE RESOLUTION

- a) In the event the parties are unable to resolve any disputes that may arise from the Agreement, any party may submit the dispute, in writing, for a resolution to the following Dispute Resolution Board consisting of :
 - i) Two members of Town or Village Council;
 - ii) Two members of County Council; and
 - iii) A citizen at large from outside of the County and the Town or Village selected by the members in I) and II), who will act as Chairman for the Board.
- b) Each of the members will have one vote.

- c) The Dispute Resolution Board will make a decision with respect to the Dispute within thirty (30) days of submission of the dispute in writing to the Chairman.
- d) The decision of the Dispute Resolution Board will be final and binding on the parties hereto.

13. NOTIFICATIONS

Any notices or correspondence in writing with regards to this Agreement will be delivered by personal delivery addressed to any party at the following addresses;

County of Camrose No. 22
3755 - 43 Avenue
Camrose, Alberta
T4V 3S8
FAX: 780-672-1008

Lacombe County
R. R. 3
Lacombe, Alberta
T0C 1S0
FAX: 403-782-3820

Town of Bashaw
Box 510
Bashaw, Alberta
TOB OHO
FAX: 780-373-2335

14. IN WITNESS WHEREOF the Parties hereto have set their hands and seals this
21 day of April, 2004

SEAL

COUNTY OF CAMROSE #22

Per [Signature]

Per [Signature]

SEAL

LACOMBE COUNTY

Per [Signature]

Per [Signature]

SEAL

TOWN OF BASHAW

Per [Signature]

Per [Signature]

APPENDIX "A"

For the services provided under this Agreement, each Party agrees to pay the other Party for services rendered at the following rates:

The rate of charges will be:

- a) For a fully manned fire truck, rescue truck, tanker truck or emergency response vehicle one hundred and fifty dollars (\$150.00) per hour or major fraction thereof responding to a call for assistance.

EMERGENCY MANAGEMENT EXTENDED MUTUAL AID AGREEMENT

MEMORANDUM OF AGREEMENT BETWEEN:

THE LACOMBE COUNTY, a Municipal Corporation of the Province of Alberta;

- and -

THE COUNTY OF CAMROSE #22, a Municipal Corporation of the Province of Alberta;

- and -

THE TOWN OF BASHAW, a Municipal Corporation of the Province of Alberta;

INTRODUCTION

1. The Municipal Corporations (referred to hereinafter as "the Parties") of Lacombe County, Town of Bashaw and County of Camrose #22 are neighboring authorities. Each of the Municipal Corporations has appointed a Director of Disaster Services pursuant to the provisions set out in Section 11 of *The Disaster Services Act R.S.A. 2000*. However, a disaster or emergency could affect the Parties to such a degree that local resources could be inadequate to cope with the disaster or emergency.

AIM

2. To form an agreement among the Parties for mutual aid to be provided in the event of a disaster or emergency. **This agreement is not intended to replace agreements for sharing of firefighting resources which may already exist.**

DEFINITIONS

3. For the purpose of this agreement:
 - a) "disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property; and
 - b) "emergency" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.

PROCEDURE FOR INVOKING MUTUAL AID

4. Prior to invoking the provisions of this agreement, the party affected or threatened by the disaster or emergency and requesting mutual aid may implement its Municipal Emergency Plan. When an elected official or designate deems appropriate, a request for assistance may be made.
5. All requests for mutual aid shall be made in accordance with the following procedure:
 - a) all requests or assistance should be initiated by an elected official or designate of the Requesting Party; and

- b) in the event that the Responding Party(ies) receives(s) a request for mutual aid from someone other than an authorized official listed above, the Responding Party (ies) shall confirm, by reasonable means, its (their) response with the Requesting Party prior to making such response.

COMMAND AND CONTROL OVER EMERGENCY RESPONSE PERSONNEL AND EQUIPMENT

- 6. While emergency response personnel and equipment are at all times under the direct command of its (their) own respective departments, officials of the Requesting Party shall direct the deployment of all emergency response personnel and equipment dispatched to their aid.

COST RECOVERY PROCEDURE

- 7. In general, the Requesting Party shall be liable for the payment of all costs incurred by the Responding Party(ies) in coming to its aid.

LIMITATIONS ON ASSISTANCE PROVIDED

- 8. Mutual aid for disaster or emergency assistance contemplated herein shall be provided solely and absolutely at the discretion of the elected official or designate of the Responding Party(ies). In general, the Responding Party(ies) may provide one of the following responses:
 - a. no response; or
 - b. a full response; or
 - c. a limited response.
- 9. The Responding Party(ies) shall not be required to respond immediately to disaster or emergency calls. In the sole opinion of the elected official (or designate) of the Responding Party(ies), only personnel and equipment which can reasonably be spared at the time of the call without impairing the Responding Party's(ies') capacity to protect life or property within its own boundaries shall be provided. Furthermore, the Responding Party(ies) shall not be liable to the Requesting Party for any damage or injury for failing to respond to any call or for a delay in responding to any call or as a result of failure of the equipment in going to the scene of the disaster or emergency.

INDEMNITY

- 10. The Requesting Party shall indemnify and save harmless the Responding Party(ies), its (their) employees, personnel and volunteers engaged in the performance of this agreement from and against all claims and demands, loss, costs, damages, actions, suits or other proceedings, including personal injury or death. Further, the Requesting Party shall indemnify the Responding Party(ies) against all loss or expense incurred by the Responding Party(ies) for damage to its (their) equipment incurred by the performance of the services by the Responding Party(ies) pursuant to this agreement, excluding damage or loss caused by negligence of the Responding Party in the performance of duty.

BINDING AGREEMENT

- 11. This agreement shall supersede any and all previous disaster and emergency mutual aid agreements (other than the aforementioned agreements for the sharing of firefighting resources), whether oral or written, among the Parties.

INCEPTION AND TERMINATION

12. This agreement shall come into force when it has been signed by all parties and shall continue in force until such time as Parties give proper notice and withdraw. Any Party may withdraw from this agreement by giving not less than 90 (ninety) days' notice to all other Parties of the agreement.

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING MUNICIPALITIES (PRIVATE ORGANIZATIONS), BY THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH MUNICIPAL SEAL AFFIXED:

Lacombe County

Ray Prins
Reeve

Date: APRIL 8, 2004

[Signature]
Administrator

Date: APRIL 8, 2004

County of Camrose #22

[Signature]
Reeve

Date: April 21/04

Steven Beatty
County Manager

Date: April 21/04

Town of Bashaw

[Signature]
Mayor

Date: March 2, 2004

[Signature]
Administrator

Date: March 2, 2004

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	November 19, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.5 Grants in Place of Taxes – Request to Write off.



Background/Proposal:

The province used to pay the full amount of taxes on their provincially owned buildings. The term they use for these payments is Grants in place of Taxes. The provincial building is an example of a provincially owned property. 2018 was the last year they paid the Grant in place of taxes – in full. Every year subsequently, they request we invoice for the full amount, and they pay a portion of it. Within the budget we plan for the unpaid portion as an expense.

The full balance owing is \$ 16,896.68. We are not certain how much the province will pay. They typically pay in March or sometimes as late as December.

If a portion is not written off as uncollected taxes, it increases the town's percentage of uncollected taxes. This is a benchmark that the province monitors.

Discussion/Options/Benefits/Disadvantages:

The administration is requesting to write off the budgeted expense of \$ 7,510.66. This is what was budgeted to be written off on this account.

Costs/Source of Funding (if applicable)

Annual operating budget.

Applicable Legislation:

MGA, Sections 366 and 380.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration requests the following motion:

MOVED BY _____ to write off \$ 7,510.66; off Roll # 000515, Alberta Municipal Affairs, Grants in Place of taxes for the 2025 tax year.

Discussion Result:

Additional research Requested:

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	November 19, 2025
Originated by:	Deputy Mayor Kyle McIntosh
Agenda Item:	7.6 Proposed Provincial Electoral Boundaries

Background/Proposal:

Pursuant to the *Electoral Boundaries Commission Act*, a report has been provided to the Speaker of the Legislative Assembly outlining a potential provincial redistricting to 89 constituencies, up from 87. This is a routine, non-partisan action, conducted roughly once-a-decade, and can involve changes for communities in how they are represented.

Bashaw is currently represented in the Legislature in the Camrose constituency. The riding currently includes most of Camrose County and is generally considered to consist of all of Beaver and Flagstaff counties, though this isn't entirely accurate. Bashaw is positioned along or near the boundaries of Drumheller-Stettler and Lacombe-Ponoka, the latter of which used to be the constituency Bashaw residents were included in.

The Interim Report currently recommends Bashaw stay in the Camrose riding with the most notable change to the riding being the loss of Hardisty - a change ostensibly meant to help the population of the Drumheller-Stettler riding, which has difficulty meeting the population requirements set forth by the *Act*. Replacing this area to the East is a large section of Leduc County to the North and West.

Written submissions to the Commission are accepted between November 3rd and December 19th, 2025.

Discussion/Options/Benefits/Disadvantages:

As the elected representatives of the Town of Bashaw, Council is well situated to make recommendations to the Commission on its inclusion of Bashaw within the Camrose constituency.

If Council determined, it could suggest being placed in an alternative constituency, though this is not guaranteed. It should be noted that Bashaw's former constituency, Lacombe - Ponoka, has been transformed, and the suggested new riding to Bashaw's West is Wetaskiwin-Maskwacis-Ponoka, a riding straddling the Highway 2 corridor. Drumheller-Stettler remains to the South and East and does lack a sustainable population.

Advantages to remaining within the Camrose constituency include shared representation with all other communities surrounded by Camrose County, of which Bashaw maintains an important relationship, and continuity dating back to 2017.

Disadvantages to remaining in the Camrose constituency include an orientation of services with other communities such as Donalda, Alix, Ponoka County, Lacombe County, and Stettler County that does not have shared provincial representation. (These services include everything from FCSS to Fire Services and are broadly based on our RCMP region.)

Because Bashaw is a border community, no riding alignment will allow us to be represented by the same MLA as all our regional partners, and services will continue to be shared across three (3) or more provincial jurisdictions. This is a uniquely challenging environment for Bashaw that should be noted to the Commission.

Costs/Source of Funding (if applicable)

None.

Applicable Legislation:

Electoral Boundaries Commission Act

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

MOVED BY _____ to authorize the Mayor to submit a letter on behalf of the Town of Bashaw to the 2025 Alberta Electoral Boundaries Commission detailing its support for remaining in the Camrose constituency.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

