



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

**Wednesday, December 17, 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 & District Agricultural Society – Arena Transition Proposal – Chad Hildebrandt & Dallas Bergstrom
 - 4.2 Arena Repair Report – Chad Hildebrandt & Dallas Bergstrom
5. APPROVAL OF MINUTES
 - 5.1 Minutes of November 19, 2025, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Council Committee Reports
 - 6.2 CAO Report
 - 6.3 Clean Harbors – Notice of Price increase
 - 6.4 Parkland Regional Library – Information
 - 6.5 Municipal Affairs – Fire Level of Service 2025 Engagement
 - 6.6 National Police Federation – RCMP Bargaining Agent
 - 6.7 Water Reconciliation Report
 - 6.8 Stars – Request for Donation
 - 6.9 Town of Bashaw Monthly Statement
 - 6.10 Camrose County – Tender Replacement declined & offer of 3Q training
 - 6.11 Budget Variance Report
7. NEW & UNFINISHED BUSINESS
 - 7.1 Bashaw & District Agricultural Society – Arena Transition Proposal – Discussion
 - 7.2 Arena Repair Report – Payment Discussion
 - 7.3 2026 Interim Operating Budget
 - 7.4 Beautification Terms of Reference comparison
 - 7.5 Speed Hump/bump proposal
 - 7.6 Bylaw 837 – 2025 – Procedure Bylaw
 - 7.7 Snow Removal Policy
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: – Discussion January Meetings.

13. ADJOURNMENT

2026 Arena Transition Proposal

The Bashaw & District Agricultural society would like to proceed with actively providing a Caretaker for the Bashaw Arena in 2026.

This is the proposal:

- Bashaw Ag Volunteers/operators would begin training with Bashaw Public works staff in December and the early part of January.
- They would book/coordinate training with Foreman Lindy Black (or her designate as per her direction)
- Ice-resurfacers operations/training would be completed with Lindy Black (or her designate)
- Bashaw Ag Operators – once approved skill set for ice resurfacers operations, would be allowed to practice with the unit during their children's practices/ or when at the arena.
- Bashaw Ag Operators would begin operating the onsite functions of the arena in the new year (2026) at a date of their determination.

Town Obligations: (January – March 31, 2026)

- Provide training
- Provide the Camrose County recreation contribution to the Bashaw & District Agricultural Society
- Maintain the building, provide consumable supplies, pay the utilities, provide funds for repairs.
- Continue with ice use scheduling, billing and collect the funds from all user groups that access the facility.
- Continue to do rounds, inspect ice plant, brine system, etc.
- Provide funding for some basic repairs to be completed during this time period. The Ag Society to provide a list of repairs, and approximate costs for budget purposes.
- Provide an emergency operator "if needed" for the month of January
- To operate the arena over the weekend of January 10,11 with the assistance of the Ag Society staff (As per discussion during meeting Nov.28th)

Bashaw & District Agricultural Society: (January – March 31, 2026)

- Provide operators to manage and operate the Bashaw Arena
- Operators will begin role during the week of January 5th
- Create a staff schedule for operations
- Collaborate with staff regarding bookings
- Pay their operators with the funds from the Camrose County contribution for arena operations.
- Obtain their own insurance policy for operations/their staff.

Formal Agreement – April 2026

The Bashaw & District Agricultural Society would sign an agreement with the Town of Bashaw to assume full operations of the Bashaw Arena.

Town of Bashaw Obligations:

- Pay half the gas and electricity
- Pay the Nordic Managing systems maintenance contract and continue with covering costs for furnaces, structure, electrical, ice plant, brine system.
- Insure the building as a structure
- Do daily rounds to inspect equipment
- Provide the Lacombe County operating grant contribution to the Bashaw Ag Society

Bashaw & District Agricultural Society Obligations:

- Pay half the gas and electricity
- Pay the water and garbage bill
- Manage the arena operations, provide staff, take bookings, complete billings, collect cash, interact with stakeholder users directly.
- Complete daily maintenance.
- Purchase consumables, toilet paper, paper towels, cleaning supplies, etc.
- Insure the building for operations as arena, and staff

More details to be included within the actual agreement. Which we anticipate will be negotiated. The obligations lists are not exhaustive.

Questions that came up during the discussion with CAO.

How much is the annual Camrose County contribution?

\$28,571.43 (\$30,000 less gst)

How much is the Lacombe County Operating grant?

It varies based on the number of Lacombe County child participants and what the operating deficit is. 2025 contribution was \$ 9, 157.79. This funding is provided post season, i.e. paid in May 2025 for the October 2024 – March 2025.

When does one receive contributions from each county every year?

In 2025, the town received the Camrose County funding on May 30, 2025.

The Lacombe Operating Grant depends on when the town has their financial audit complete. Usually, by the end of April. The year end audit numbers are needed to submit for the funding.

Would the Ag society begin receiving funds from advertisement each year?

In the 2026 year, the town would retain the advertising funds, as applicable within the 2025-2026 season.

Would current sponsorship be prorated and can we get details on current sponsorship and duration of sponsorship.

Existing sponsorship would be prorated to the Ag Society for the 2026 – 2027 season. The Ag would begin soliciting for sponsorship in April, to arrange moving/installing signs before October.

Bashaw Arena Repair – Analysis Report

1. Executive Summary

This report outlines the repairs, diagnostic work, and system restoration performed at the Bashaw Arena between September 24 and October 12. Work included demolition, brine system troubleshooting, brine removal, line inspection, system refilling, plant startup, and ice installation. The overall objective was to restore proper refrigeration functionality, correct flow and brine-level issues, and prepare the ice surface for the 2025–2026 season.

2. Work Performed (Chronological)

September 24

- Met with Theresa and Rob at 10:30; contract awarded at 4:00.
- Demolition and removal of lobby wall; debris hauled to landfill.

Labour:

- Chad: 3 hrs
- Brayden: 3 hrs
- Dallas: 3 hrs

Materials:

- Disposal: \$250
- Dump Fees: \$80

September 26

- Met Nordic technician for system diagnostics.
- Discovered closed bleed valves and partial frost on header.
- Bled air from lines; added ~400 gallons of water.
- Curling rink pump was seized but were able to get pump freed and restored.
- Observed historically low PSI indicating prior-season brine shortage.

-Specifically September 24th 2024 Where pump pressured dropped from 30PSI to 15PSI (as per Town of Bashaw Log Book) Attached are the Log Records

- Prepared holding tanks for brine removal.

Labour:

- Dallas: 8 hrs
- Chad: 8 hrs
- Justin: 7 hrs

September 27

- Pressurized system with air to remove old brine and check for leaks
- Removed ~1100 gallons and disposed into Bashaw Concrete storage tanks.

Labour:

- Dallas: 7 hrs
- Chad: 7 hrs

September 28

- Continued brine removal (~400 gallons).
- Repaired plugged vent and bleed lines from both curling rink and arena; added return bleed line from curling rink.
- Added 3" valve for curling rink isolation.
- Camera inspection confirmed all lines clear.
- Finished repairs on lines opened for inspection.

Labour:

- Dallas: 10 hrs
- Chad: 10 hrs
- Cody Broughton: 10 hrs
- TJ: 10 hrs

September 29

- Purchased and transported 72 bags of calcium chloride.
- Began brine mixing with anti-foam agent.

Labour:

- Chad: 10 hrs
- Dallas: 8 hrs

- TJ: 8 hrs

September 30

- Continued mixing brine to complete refill.

Labour:

- Dallas: 8 hrs
- Chad: 8 hrs
- TJ: 8 hrs

October 1

- Ran system to remove air; continued brine top-up.

Labour:

- Dallas: 8 hrs
- Chad: 8 hrs

October 2

- Further air removal
- Pump Pressures stabilizing to 30–35 PSI.

Labour:

- Dallas: 8 hrs
- Chad: 8 hrs

October 3

- Met Nordic technician; plant startup and cooling initiated.
- Temperature checks on lines and slab.

Labour:

- Dallas: 7 hrs
- Chad: 7 hrs

October 6

- Pickup of white ice machine and paint from Calgary.

Labour:

- Darren: 6 hrs

October 8

- Initial ice buildup floods with assistance of Town of Bashaw Employees

Labour:

- Dallas: 2 hrs
- Chad: 2 hrs

October 9

- Additional floods

Labour:

- Dallas: 2 hrs
- Chad: 2 hrs

October 10

- White ice painted by Town of Bashaw Employees

-Pumps operating at 33 PSI.

Labour:

- Chad: 2 hrs
- Dallas: 2 hrs

October 11

- Installed rink lines and performed follow-up flooding.

Labour:

- Chad: 8 hrs
- Duncan Ball: 8 hrs
- Dallas: 8 hrs

October 12

- Final two floods.

Labour:

- Dallas: 2 hrs
- Chad: 2 hrs

October 21

Repair Boards in lobby

- Chad 8hrs
- Curtis 8hrs

November 10th

Repaint Lobby

- Chad 8hrs
- Lindsay 8hrs

December 4

Analyze repairs needed for future

- Dallas 3 hrs
- Chad 3 hrs

Miscellaneous meetings/phone calls bookings, parts runs, parts ordering, research, office supplies, etc

- Dallas 20 hrs
- Chad 10 hrs

3. Cost Breakdown

Material Costs:

- Disposal: \$280
- Dump Fees: \$100
- 3" Valve (Baron Oilfield Supply): \$95
- Curling Rink Pump Repair (Parts and Labour): \$190
- Calcium Chloride: \$6000
- Misc Repair Material (Insulation, lumber, paint, etc): \$2800
- Brine Disposal to transfer site in Big Valley \$5500

Total Material Cost: \$14,965

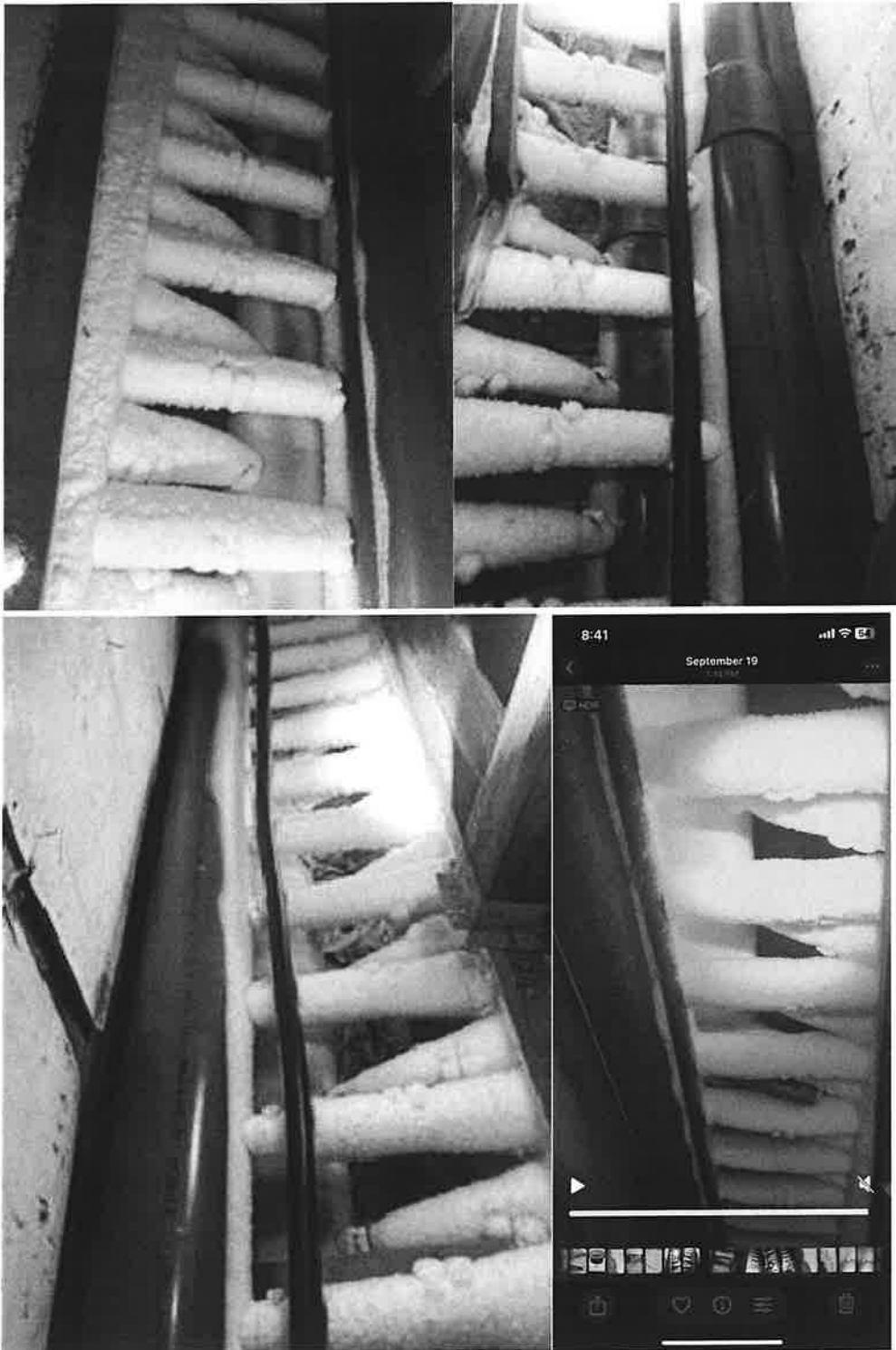
Labour Costs

- 296 hours
- Labour Cost @ \$65/hr
- $296 \times \$65 = \$19,240$

Labour Costs \$19,240

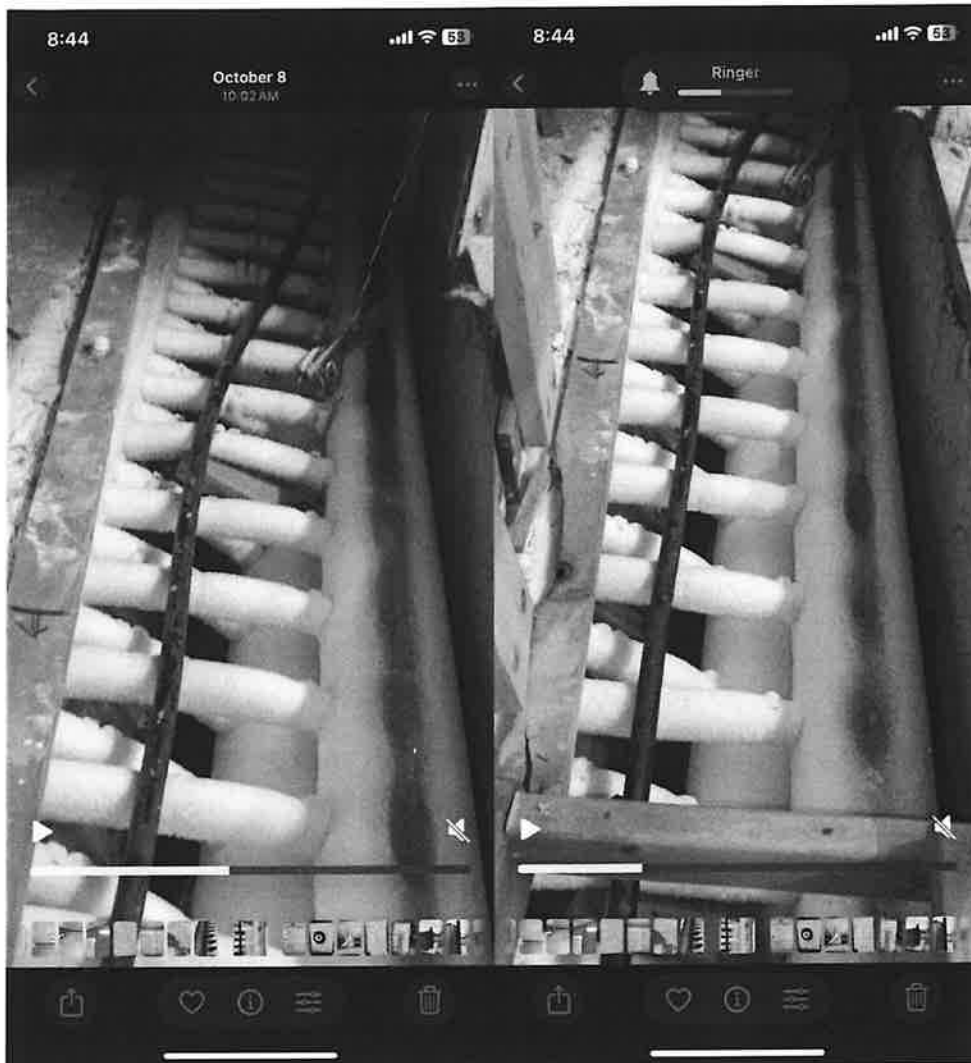
Total Repair Cost \$34,205

4. Analysis/References



Picture of header and lines Before repair. Can conclude there is a shortage of brine in the system given the lack of frost build up on the header itself. Meaning multiple lines were full of air instead of brine.





Header system after repair of vent lines and inspection of in slab lateral lines. New brine was introduced and ensured all laterals and headers were filled. Given frost has encompassed the entire header proves adequate volume of brine in the system.

2024

V Marine Biology Research Station (VARS) - VARS Data Collection System for Pump Operations Log

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Reviews of the data logs show the problem began in September of 2024 where pump pressures dropped significantly from 30PSI to 15 PSI which indicates a problem. With discussion with TJ there were problems with Patrick and having a hard time keeping both the arena and curling rink cold.

Second photos show another drop from 15PSI to 10PSI upon start up this year proving there was a problem before ice was initially put in and should have been addressed before the plant was turned on.

5. Conclusions

Repairs successfully corrected airflow issues to allow brine to be introduced in the system, restored pump performance, cleared venting restrictions, and restored proper brine levels. System pressures returned to optimal range (25-30 PSI), and inspections confirmed no blockages in the refrigeration lines. The rink is fully operational, and ice installation was completed without complications. Continued monitoring is advised during early-season operation.

6. Recommendations

- Purchase 20Bags of Calcium Chloride (as the system could use a top up since it has ran for 1 month)
- Keep 8-12 Bags of Calcium Chloride on hand
- Have someone qualified review all logs on weekly basis to ensure temperatures and pressure of system are running at optimal values.
- Put proper start up and shut down procedures in place to ensure brine levels remain constant, all bleed valves are in working order, proper maintenance done in off season on pumps and valves,
- Repair bleed valve piping in Plant room and pipe proper return lines so hoses don't fall out of brine tank.
- Include Curling rink pump pressures in the log book
- Review and revise startup and shut down procedures

7. Repairs that require attention

• Fix drainage in back of arena (Town Approval)	\$1300
• New Eave Trough	\$3500
• Mens Washroom repair	\$300
• Brine Vent Piping	\$1500
• 2 New Mobile Fans inside arena	\$1200
• Repair and add latch for Zamboni gate	\$800
• Install New pressure gauges in plant room	\$300
• New floor matting in player benches (Lindy Supply Material Volunteer install)	
• Brine Pellets	\$2000
• Repair Rotten Boards and install new puck board	\$36,600
• Single HRV Unit air circulation to reduce Humidity	\$15,000
• Main Entrance repair (to eliminate sand and Salt in dressing rooms and on ice)	\$35,000
• Repair/Build new Zamboni room (safety Hazard driving in and out with low door)	\$150,000

TOTAL	\$247,500
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December 17, 2025

Council Committee Reports

Mayor Cindy Orom

Oct 30th and Nov 4th Council Orientation

Nov 7th - 12/21 Water Commission - water rates discussed and to be presented to council for comment

Nov 11th - Wreathing laying at Legion Remembrance Day Ceremony

Nov 17th Beautification Committee – mandate discussion

November 27 - Parkland Regional Library board. Org meeting and review of policies and updates for 2026.

November 28 - arena tour with MLA Jackie Lovely

Dec 5 - CALA org meeting and budget discussion. I did have to leave before budget discussion took place

Dec 5 - 12/21 Water Commission Budget approval. Water rate discussion and approval. At Nov 7th meeting a motion was made to increase water rates by an additional 4 cents for a total of 7 cents so that money can be set aside for reserves. This updated information was to be presented to council for review. Our council reviewed the original proposal and not the updated proposal. The updated proposal was passed at this meeting. Should anyone have questions about the changes I would be happy to clarify.

Deputy Mayor Kyle McIntosh

No meetings to report.

Councillor Masyk

No meetings to report.

Councillor Kohlman

No meetings to report.

Councillor Carman Meger

No meetings to report.



CHIEF ADMINISTRATOR'S REPORT
Submitted for December 17, 2025, Regular Meeting of Council

1. Meetings, training

- November 19, 2025 – Human resources meeting
- November 19, 2025 – Water Treatment Plant inspection
- November 27, 2025 – Digital Regulatory Assurance System (Alberta Environment)
- November 27, 2025 – Arena Transition meeting
- November 28, 2025 - Being a Leader coaching call
- November 28, 2025 – Tour Arena with MLA Jackie Lovely
- December 2, 2025 – Being a Leader training
- December 3, 2025 – Camrose County – Campground & Tourism meeting
- December 5, 2025 – Human Resources meeting
- December 8, 2025 – Human Resources meeting
- December 9, 2025 – Being a Leader training
- December 11, 2025 – Benefits meeting
- December 11, 2025 – meeting with Water meter distributor
- December 16, 2025 – Being a Leader Training

2. Ongoing follow up of Council assigned tasks.
3. Agendas and minutes preparation for meetings.
4. Assisting Lead Public works staff with operations and providing support as needed.
5. Phone calls and ongoing contact with residents as required.
6. Worked on Procedural Bylaw, snow removal policy, and beautification policy.
7. Working with staff to complete the follow up items from the Water Treatment Plant inspection.



Clean Harbors
42 Longwater Drive
P.O. Box 9149
Norwell, MA 02061-9149
781.792.5000
800.282.0058
www.cleanharbors.com

November 5, 2026

Theresa Fuller
Bashaw Town of
PO Box 510
Bashaw, AB T0B 0H0 CA
CANADA

Dear Valued Customer,

We want to take a moment to express our sincere gratitude for your continued partnership with Clean Harbors as we work together to address environmental challenges and promote a sustainable future. As part of our commitment to not only maintain but continuously improve the quality of our services, we periodically evaluate our pricing structure. As a result, starting January 1st, 2026, Clean Harbors will implement price adjustments ranging up to 12% depending on the line of business and disposal technologies. Your account manager or local service center can provide specific details on how your pricing will change. We will also adjust our pricing based on payment history against agreed upon terms. Late payments cause substantial and avoidable costs. Customers paying according to their payment terms will be recognized in our rate adjustment.

As your trusted partner, our company is committed to safely delivering a broad spectrum of environmental, emergency, industrial and waste management services. This price adjustment is essential to maintaining the highest level of safety, service quality, and regulatory compliance. This price update also reflects the increased costs associated with maintaining a highly trained safety orientated experienced workforce, maintenance and enhancements on our waste processing facilities, maintenance on our vast fleet of equipment as well as our continued investment in leading edge technology to better service our customers in 2026 and beyond.

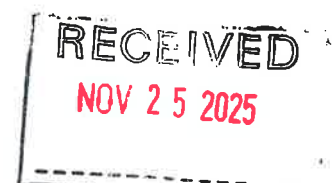
We deeply value your continued partnership and loyalty. To mitigate the continued inflationary pressures Clean Harbors is always looking for opportunities to drive continuous internal and external productivity improvement. Please work directly with your account manager who can provide you with more specific details.

Yours truly,

A handwritten signature in blue ink, appearing to read "Dan Bartholomew".

Dan Bartholomew
Vice President
Clean Harbors Environmental Services

TO1758



Town of Bashaw

2024 Return on Investment

Benefits to your Library

Total Financial Benefits

\$277,719.61

Return on Investment

\$1.00 = \$38.89

Based on a population of **778**, the cost of membership to the Parkland Regional Library System for the Town of Bashaw was **\$7,142.04** in 2024.

Cost benefits of PRLS services

The **direct financial return** as a result of membership to Parkland Regional Library System to Bashaw Municipal Library:

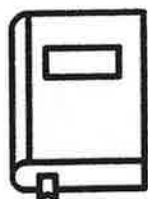
2024 materials allotment	\$ 879.14
Rural Library Services Grant	\$ 8,411.20
Allotment from Camrose County 1	\$ 1,804.61
Computers for library use	\$ 2,136.64
Software & Licensing	\$ 3,654.56
SuperNet Connection	\$ 6,704.40
Items borrowed from other libraries 2	\$ 229,168.50
Digital items borrowed from PRLS 3	\$ 24,960.56
Combined Savings	\$277,719.61

1 Camrose County assigned a rural population of 1,597 to the Town of Bashaw

2 Average price of an item \$46.75

3 Average price of an eBook \$40.06, average price of an eAudiobook \$84.26

2024 Quick Facts



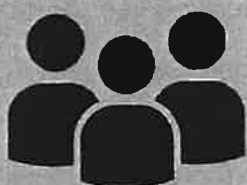
664,784 items
in the collection



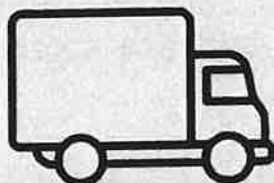
1,310,828 physical items
circulated



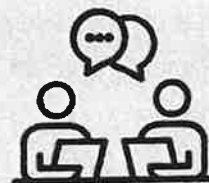
44,398 items added
to the catalog



26,029
cardholders



925,450 items
sent on van runs



1,514 consulting
sessions



Over **170**
attendees at the
2024 PRLS
Conference



1,269,757 Wifi
usages



156,839 digital items
circulated



58,104 eLibrary
sessions

Other Parkland Facts:

- Provides access to virtual materials across the province through TRAC.
- Provides training for libraries, boards, friends' groups and more.
- Provides centralized IT support on hardware, software, internet, SuperNet.
- Provides access to shared regional collections of books, tech, program kits, and much more.

Congratulations on the election of your new council!

In Alberta, public library service is determined at the municipal level and regulated under the *Libraries Act* (Chapter L-11) and *Libraries Regulation* (AR 141/1998). Councils choose to provide service at the local level by forming a library board and/or by joining a regional library system.

What is a regional library system?

Parkland Regional Library System (PRLS) is a cooperative of 63 member municipalities in central Alberta. The system was formed to enable small and rural communities to provide sustainable and affordable public library service to their residents. Each member municipality is a signatory to the *Parkland Regional Library Agreement* and appoints a representative to our Board, the system's governing body. The Board meets four times each year.

You, the member municipalities, **are** the system.

Thank You for Your Support on the Resolution to Increase Library Funding at AB Municipalities Convention

The resolution presented at the AB Munis Conference to increase provincial funding for Alberta libraries passed by a landslide with a vote of 549 to 52. Thank you for your support!

Want to learn more?

- Read the enclosed brochure to find out more about how PRLS supports your municipality and residents.
- Review the 2024 return on investment for your municipality to see how we put your levy to work.
- Visit our website at prl.ab.ca and learn more under About Us. The Board page includes the list of Board and Executive Committee members, strategic plan, and more.
- Invite us for a visit - we'd love to meet you. We can give your council a brief orientation to the PRLS and get you up to speed on this essential municipal service.
- Visit your local library to see how the system supports your local public library service.

We look forward to working with you to bring exceptional library service to your residents! If you have any questions, please contact Ron Sheppard, Director at admin@prl.ab.ca.

Barb Gilliat, Board Chair
chair@prl.ab.ca

Strong Libraries, Strong Communities



Recruiting and Selecting Library Board Members

A Guide for Municipal Councils

One of the many important things a municipal council can do is make appointments to its local library board. In Alberta, council appoints and unappoints library board members to municipal and intermunicipal library boards under the terms set out in the *Libraries Act* (sections 4, 5, 12.3, and 31), and the *Libraries Regulation* (section 17.1).

A municipal library board must have a minimum of 5 and a maximum of 10 board members. Intermunicipal library boards must have a minimum of 7 and a maximum of 10 board members.

Upon appointment, a board member becomes part of a legal entity (the library board) responsible for governing the delivery of public library service in the community and receiving local and provincial tax dollars to provide quality library service. Board members have a fiduciary responsibility to employ the duty of care – acting with competence and diligence – as well as the duty of loyalty – acting in the best interest of library service in the community.

Only the council of the municipality that established the board or signed the intermunicipal agreement can appoint to a library board. The council of a neighboring municipality cannot appoint board members to a board that they did not have a role in establishing.

However, the council of the establishing municipality(ies) can appoint individuals from neighboring municipalities to the library board, as there are no residency requirements imposed by the legislation. Having individuals from neighboring municipalities can help to strengthen relationships and bring a broader perspective to the table.

For municipal library boards, council may appoint up to two board members who are also councillors on their council (i.e., councillors of the municipality that established the library board). For intermunicipal boards, each municipality that is party to the agreement may appoint one board member who is also a councillor on their council.

- If a councillor is appointed to the library board, they have the same role and responsibilities as the other board members and should not be referred to as a “Council Rep” or something similar. There is no designated role for a municipal councillor on a municipal or intermunicipal library board.



- Councillors from neighboring municipalities may be appointed to the library board and do not count against the limit of councilors as they are not from the establishing municipality(ies).
- Council may also choose to not appoint any councillors to the library board.

An employee of the library board cannot be appointed to the library board.

There is no provision for alternates to be appointed to a municipal or intermunicipal library board.

All appointments to the municipal or intermunicipal library board shall be for a term of up to three years.

A library board member is eligible to be reappointed for up to two additional consecutive terms. If council wishes to appoint a board member for more than three terms, at least 2/3 of the whole council must pass a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms. This must be done each time the member is reappointed beyond three consecutive terms.

Libraries are corporations established under the *Alberta libraries Act*. Like all corporations, boards are responsible for operating within not only the *Libraries Act and Regulation*, but other legislation including *Employment Standards, Occupational Health and Safety, FOIP*, and the *Copyright Act*. In addition to knowing and conforming to legislation, effective boards;

- develop a Plan of Service to establish goals and objectives for the library
- support ongoing professional development opportunities for its staff and its board members
- ensure delivery of significant programs and services that reflect the diversity of the community
- provide leadership through supporting the identification and development of emerging local programs
- measure the impact of existing community programs and provide library resources and services that will enhance community results
- present a budget to the municipal council that reflects the library's Plan of Service and identified community needs
- evaluate the performance of the library within the community and adjust its goals and objectives where needs are not being met
- ensure excellent management of the library on behalf of the community within the budget approved by the municipality



- hire the library's Chief Executive Officer and evaluate their performance within the management goals set by the Board
- ensure adherence to the *Libraries Act*, its *Regulation*, and any other legislation affecting the operation of the library within the community
- support the core value of intellectual freedom
- be able to set aside personal biases in the interests of what best serves the community in the areas of library collections, programs, and services.

Given the significant responsibilities and demands placed on library board members, potential trustees should exhibit the following characteristics. They should be:

- interested in making a difference in the future success of their community
- available to attend board and committee meetings and to come prepared to contribute to discussions and decisions
- willing to become more aware of the bigger picture by learning about public library issues and concerns at both the provincial and the national levels
- prepared to represent the interests, concerns, and attitudes of your community
- open to learning about library programs and services that give their community the level of access to information and enrichment that it needs.
- enthusiastic about working with other board members and the Chief Executive Officer in a team process designed to provide programs and services that meet the greatest number of needs in their community
- committed to being an active participant in board leadership activities in their community

When soliciting for board members, some simple steps will assist with finding suitable candidates. These include:

- Advertising vacancies
- Requiring all candidates to attend a mandatory information session
- Developing criteria for selection of candidates

Your council may also choose to establish a selection committee and develop a structured interview process.

You may also choose to consult with the exiting library Board Chair and the library manager to determine the current needs of your community and gaps which may exist in the current board composition.



The appointments to the library board shall be made on the date fixed by council. Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

When appointing board members, make sure the motion lists the name(s) of the individual(s) and includes the length of term (one, two, or three years).

Council should also send the library board a list of appointments, including the length of terms, and send a letter to each appointee with their term length and expiry date.

Effective boards provide effective library service. Good recruitment and selection now will prevent a host of troubles later.

References:

"Choosing an Effective Public Library Board" Ontario Library Association, © Copyright 2014, Revised 2018 [2018-Choosing-an-Effective-PL-Board-Resource.pdf \(accessola.com\)](#) Accessed 1 March 2024.

"Municipal Councils and Library Boards – Roles and Responsibilities" Government of Alberta January 11, 2022, Municipal Affairs [Municipal Councils and Library Boards: Roles and Responsibilities \(alberta.ca\)](#) Accessed 1 March 2024.

Dear Stakeholder:

In June and July 2025, Municipal Affairs held engagement sessions regarding potential legislative changes to require each municipality establish a level of service for their fire service and to gather feedback on related supports from the Government of Alberta.

Thank you to everyone who contributed their valuable time and insights to this engagement. Municipal Affairs has developed a What We Heard report, which I am pleased to share with you as a valued stakeholder.

I am also pleased to share that following this engagement, Municipal Affairs is not considering legislative changes at this time. Instead, my department will work with municipal associations and fire service stakeholders through the Provincial Fire Liaison Committee to explore, develop, and implement additional supports to assist interested municipalities in defining a fire level of service.

If you have any questions regarding this engagement or next steps, please reach out to the Office of the Fire Commissioner at firecomm@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'D Williams', with a long horizontal stroke extending to the right.

Dan Williams, ECA
Minister of Municipal Affairs

Attachment: Report: Fire Level of Service 2025 Engagement – What We Heard



Fire Level of Service

2025 Engagement – What We Heard

Municipal Affairs | September 2025

Overview

Municipal Affairs conducted engagements in June and July 2025 to gather input on the feasibility of requiring Alberta municipalities with fire services to establish a council-approved minimum level of service. The engagement focused on adding a requirement into the *Municipal Government Act* and identifying the supports or guidance the province could provide to assist municipalities in developing their service levels.

Following these engagements, Municipal Affairs is not considering legislative changes at this time and will move forward with non-legislative means to support interested municipalities to develop a level of service.

Methods

Consultation was conducted through four engagement sessions, a survey, and an invitation to submit written responses to Municipal Affairs. This engagement was focused on participation from the Alberta Fire Chiefs Association (AFCA), the Alberta Professional Fire Fighters and Paramedics Association (APFFPA), Alberta Municipalities (ABMunis), the Rural Municipalities of Alberta (RMA), and municipal chief administrative officers (CAOs) or equivalent.

Additionally, the Metis Settlements General Council was invited to participate as Metis Settlements are impacted by provincial legislation and may be affected by changes in requirements for fire services that neighbour Metis Settlements.

Understanding Levels of Service

Some stakeholders requested more clarity on what a level of service includes and the scope of services fire departments deliver above and beyond fire suppression. Stakeholders requested additional clarification on what is involved with drafting a level of service and conducting fire service-specific community risk assessments.

Participation

Engagement Sessions – engagement sessions were held on June 23 and 24, and July 9 and July 16 and had over 200 participants. The first session targeted the AFCA and the APFFPA, and the final session targeted the RMA, ABMunis, and the Mid-sized Cities Mayor's Caucus. The June 24 and July 9 sessions were open to all invited stakeholders.

Survey – the survey launched June 6, 2025, and closed on July 11, 2025, and a total of 314 survey responses were received with 131 being complete (all questions answered). Seven additional written responses were also received.

Profile of Survey Respondents

Demographic Breakdown

Summer Village or Village	16.15%
Town or City (population under 20,000)	34.16%
City (population 20,000 or more)	13.04%
County or Municipal District	31.06%
Special Area or Improvement District	0.62%
Metis Settlement	0.62%
Fire Service Representative	4.35%

Fire Service Type

Career fire service	9.49%
Combination (both full-time firefighters and paid-on call)	30.38%
Paid-on-call (firefighters receive compensation for services)	29.75%
Volunteer (firefighters receive no compensation for service)	21.52%
Mutual Aid Agreement (the municipality does not have a fire service but contracts services under a formal agreement)	8.86%

Common Themes

Current State

23.72 per cent of survey respondents reported that their municipality currently did not have a level of service for their fire service, while 12.18 per cent were unsure if their municipality had a level of service. While this reflects the understanding that most municipalities in Alberta have a level of service, it also highlights a potential gap for Alberta's municipal fire services.

Some stakeholders reported an opportunity for more awareness for local elected officials on the scope of fire services provided in communities.

There is a significant range in the services provided across the province and sometimes even within the same municipality (particularly large rural municipalities with a wide geographic range and unique needs in communities across the municipality).

Many stakeholders indicated that some services, such as ice rescue and medical calls, are provided informally without being included in a level of service

and suggested an opportunity to increase awareness surrounding budgeting and risk management.

Municipal Autonomy and Authority

Stakeholders were generally not supportive of a legislative requirement to establish a level of service. Feedback strongly suggested municipalities should retain autonomy to determine service levels in a manner that fits their communities. Stakeholders indicated municipalities are in the best position to assess local risks and determine what their fire service will respond to or what other mitigation is needed. Almost all stakeholders emphasized the importance of councils retaining the ability to tailor service levels to local resources and risks.

A majority of stakeholders indicated that a council approved level of service could strengthen the relationship between municipal leadership, local elected officials, and the fire service. However, most stakeholders also stressed the importance of avoiding a one-size-fits all approach as it could impact local viability and retention for volunteer departments.

Financial Barriers and Operational Considerations

Almost all stakeholders noted that municipal financial constraints and the lack of additional funding were significant barriers for the fire service and level of service development.

Municipal stakeholders acknowledged municipalities could modify or discontinue certain services to address budget and staffing pressures; however, many also noted potential resistance from fire service personnel. Moreover, a few stakeholders noted that defining minimum service levels may result in demands for expanded services.

Retention was a concern for local fire services, particularly for departments that rely on volunteers or paid-on-call firefighters. Stakeholders indicated volunteers find it challenging to find time to attend required training while maintaining full-time employment outside the fire service. This can impact their ability to consistently meet a level of service.

Stakeholders acknowledged inconsistent service levels between counties and partner municipalities. Many municipalities anticipate relying on regional or mutual aid agreements to fulfil the response needs of the region. This was provided as an example of why

stakeholders felt levels of service were best determined at the local level.

While it was acknowledged that establishing a level of service could help inform funding, training, and equipment needs, stakeholders raised concerns that it takes time and appropriate staffing levels to conduct a community risk assessment, develop the level of service, adjust municipal budgets as required, and for firefighters to meet training and competency requirements.

Provincial Supports

Almost all stakeholders suggested they would welcome further provincial support to help municipalities develop and improve service levels.

Most stakeholders advocated for supports to build municipal capacity to tailor their fire services to meet community needs. Additional education was requested for local elected officials regarding municipal fire services and the risk associated with not appropriately defining a level of service and the importance of training and equipping to that level of service.

Most stakeholders advocated for additional non-legislative measures, including tool kits, templates, benchmarks, best practice documents, and guidelines, all centralized under the Office of the Fire Commissioner. Stakeholders would also appreciate more training and awareness regarding existing tools and resources.

For additional information, please contact the Office of the Fire Commissioner at firecomm@gov.ab.ca.



**NATIONAL
POLICE
FEDERATION**

**FÉDÉRATION
DE LA POLICE
NATIONALE** TM

220 LAURIER AVENUE WEST
8TH FLOOR
OTTAWA ON K1P 5Z9
www.npf-fpn.com

November 27, 2025

Mayor Cindy Orom
Town of Bashaw
via email: admin@townofbashaw.com

Dear Mayor Orom,

On behalf of the National Police Federation (NPF) and its Members, I want to congratulate you on starting your term as Mayor of The Town of Bashaw. We further congratulate your Council members on their successful election or acclimation as well.

As you may know, the NPF is the sole certified bargaining agent representing close to 20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada and internationally, including over 3,100 serving in Alberta. The NPF's mission is to provide strong, fair, and progressive representation, that promotes and enhances the rights of RCMP Members while advancing public safety outcomes across Canada.

Our Members are proud to deliver policing services through 113 detachments across Alberta, serving more than 1.5 million residents and covering 99% of the province's geography. Given recent developments, we would like to share important updates with you and your councils regarding the state of RCMP policing in Alberta. In July 2025, the RCMP Commissioner reaffirmed to Premier Smith the RCMP's ongoing commitment to serving Albertans now and well into the future. Likewise, in October 2025 the federal Minister of Public Safety confirmed that early negotiations with contracting partners for policing agreements beyond 2032 will begin in the coming months. Provinces such as British Columbia and Nova Scotia have already announced their intent to renew and strengthen their RCMP contracts, reinforcing the long-term stability of the RCMP policing model.

Alberta is also seeing positive momentum. The first all-Alberta troop began training at Depot in September 2025, demonstrating strong interest from new recruits who have chosen Alberta as their preferred posting. As of late 2025, the Alberta RCMP's vacancy rate sits at approximately 16%—including 152 hard vacancies (8.6%) and 133 soft vacancies (7.5%)—rates that are comparable to other police services when accounting for medical, parental, and other approved leaves. In addition, the Government of Canada is hiring 1,000 new RCMP personnel nationally, further underscoring a clear message: the Alberta RCMP is here to stay.

We invite you to consider the attached polling which demonstrates public support for the Alberta RCMP. Five years of polling conducted by Pollara Strategic Insights show Albertans support their RCMP, with 81% agreeing that there are more important priorities for Alberta than changing who polices communities. To this end, 76% of Albertans in RCMP-served areas are satisfied with their policing. These results echo the findings made by many recent municipal police services reviews, which found low public support for wholesale changes in policing, alongside quantifiable cost impacts. We further invite you to consider the findings of recent police service model reviews:

- Red Deer's (2020) review: Found transition costs of \$13.5M and 16% higher annual operating costs (~\$7M). Chose to retain the Alberta RCMP.
- Airdrie's (2024) review: No change; public safety concerns raised were not unique to the RCMP.

- Grande Prairie's (2023) review: Transition approved, despite projected one-time costs of \$19M and \$2-\$4M more in annual operating costs.
 - As of May 2025, an additional \$7m in provincial funding has been granted to Grande Prairie in addition to the previously committed \$9.7m from the GoA, demonstrating the immense increase in financial support required to push the service toward a feasible launch.
- Beaumont's (2024) review: Recommended efficiencies to improve the existing RCMP model.
- Olds' (2024) review: Found municipal policing cost 57% more in Year 1, increasing to 84% by Year 3; chose to retain the RCMP.
- Rocky Mountain House (2025) review: Found increased costs were ineffective and the current contract could be better optimized rather than considering a new regional service, an APPS, or a new municipal service.

Prior to the 2025 Municipal Election, the Government had announced the formation of the Alberta Sheriffs Police Service (ASPS) unilaterally without consultation with communities, Albertans, or organizations such as Alberta Municipalities or the Rural Municipalities of Alberta. Despite there being no costing, plan, or open-door consultation, Government is proceeding with the creation of this service. The only fact we can rely on is that another duplicate service will cost all Albertans more, risking increased property taxes for your community or reduced services for municipalities to fund this experiment. In 2021, the government's own report estimated **\$372 million in start-up costs** and **\$164 million more in annual operating costs** for a provincial police service. Today, there are no updated cost estimates, despite inflation and a major shift in the province's fiscal reality.

These developments require a cohesive approach to effectively address in the best interests of communities. If you would like us to present to your Council on Alberta's public safety landscape, or to further discuss public safety concerns, please contact Maryanne King, Government Relations Advisor, at mking@npf-fpn.com.

Once again, we congratulate you and we look forward to connecting with you at your convenience.

Sincerely,



Brian Sauvé
President and CEO

Attachments: Polling 2025

Summary – National Police Federation Report

The document presents survey results from the National Police Federation regarding Albertans' priorities, impressions of police services, and perceptions of the provincial government's direction as of August 2025.

Policing and Public Safety Priorities in Alberta

Affordability and cost-of-living are the top concerns for Albertans, with policing and public safety ranking last among priorities.

- 43% of respondents prioritize affordability and cost-of-living.
- Policing and public safety is the top priority for only 1% of Albertans.
- Health care and Alberta's economy follow as the second and third priorities, with 20% and 19% respectively.

Impressions of RCMP Officers

A significant majority of Albertans have a favorable impression of RCMP officers, indicating a positive perception of law enforcement.

- 70% of respondents have a favorable impression of RCMP officers.
- Favorable impressions range from 62% to 74% across different regions, with the highest in Edmonton at 74%.

Satisfaction with Local Policing Services

Satisfaction levels with local policing services, including the RCMP, are generally high among Albertans.

- 76% of respondents are satisfied with the RCMP's policing in their community.
- Satisfaction with policing in non-RCMP served communities is also high at 73%.

Alberta Provincial Police Service Awareness

Awareness of the Alberta government's plan to replace the RCMP with a provincial police service is notable among residents.

- 63% of respondents are aware of the plan to establish an Alberta Provincial Police Service (APPS).
- Common sentiments include concerns about defunding the RCMP and the potential impact on local policing.

Public Opinion on Replacing RCMP

Public sentiment is largely against replacing the RCMP with the Alberta Provincial Police Service, with many expressing concerns about the implications.

- 49% of respondents view replacing the RCMP as a bad idea, which increases to 66% after further information is provided.
- 74% believe that any decision to replace the RCMP should require a referendum.

Focus on Justice System Over Policing Changes

A vast majority of Albertans prefer the government to focus on improving the justice system rather than replacing the RCMP.

- 78% of respondents prioritize fixing the justice system over establishing a new provincial police service.
- Only 9% support replacing the RCMP with a new Alberta Provincial Police Service.

Demographics of Survey Respondents

The survey captures a diverse demographic representation of Alberta's adult population.

- 52% of respondents are employed, while 25% are retired.
- The gender distribution is nearly equal, with 41% male and 30% female.
- 29% of respondents have an income under \$50K, and 29% earn over \$100K.

Birthplace Demographics of Respondents

The survey reveals the birthplace of respondents and their parents in relation to Canada.

- 8% of respondents were born outside Canada.
- 16% have parents who were born outside Canada.
- 11% indicated that both they and their parents were born outside Canada.
- 64% of respondents were born in Canada.
- 1% preferred not to disclose their birthplace information.

Union Membership Distribution

The data outlines the union membership status of respondents.

- 59% of respondents are non-union members.
- 16% belong to the public sector.
- 13% are part of the private sector.
- 10% have membership in both sectors.
- 2% preferred not to disclose their union membership status.

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
AUG	8013	7819	194	5868	1951	2145	391	Reading done August 2 - August 29
SEP	9159	8133	1026	7090	1043	2069	395	
OCT	7696	7571	125	6075	1496	1621	344	
NOV			0		0	0		
DEC			0		0	0		
	86107	83582	2525	65980		20127		
			3.021			24.08054366		



December 11, 2025

Mayor Cindy Orom and Council
Town of Bashaw
Attn: Theresa Fuller, CAO
Sent via email: cao@townofbashaw.com

Dear Mayor Cindy Orom and Council,

Every second counts. The first moments in a time-critical situation can be the difference between life and death, permanent damage or full recovery.

STARS is a registered not-for-profit organization dedicated to saving lives. We celebrate 40 years of serving Albertans, more than 65,000 missions flown and maintain a charitable model with no cost to the patient. Your residents have access to STARS wherever they may travel, work and play across Western Canada. Today, STARS operates six bases located in Calgary, Edmonton, Grande Prairie, Saskatoon, Regina and Winnipeg, and averages 10 missions per day. Last fiscal year, STARS flew a total of 3,694 missions.

In Alberta, it costs \$12.2 million per base, with three bases, totalling \$36.6 million in direct operating costs annually. We are grateful to the Alberta provincial government that provides \$15M of these operational costs annually, while we rely on donations and our Alberta Lottery to cover the remaining 59% of costs through fundraising.

STARS is a respected innovative leader as the first civilian organization in Canada (2003) to fly at night, with 50% of call volumes occurring at night. STARS was the first in North America (2013) to carry life-saving universal blood onboard. Our new Massive Hemorrhage Protocol is another Canadian first, to enhance critical care for patients that are at high-risk of bleeding out. STARS continues to strive for leading-edge advancement in our delivery of providing critical care, anywhere.

We are here today because of the unwavering generosity of longstanding partners. Municipalities are a significant part of STARS history with 95% of Alberta's rural sector providing annual support for STARS through a fixed rate or per capita amount included in annual budgets. These municipalities view STARS as an essential service for rural residents. Over 75% of rural and urban municipalities are **Regional Leaders**, contributing a minimum \$2 per capita per year. Many municipalities, round up to a fixed rate of support annually, to provide ease of process for administration and ensure sustainability for STARS.

OUR REQUEST

- Voluntary annual contribution (based on \$1-\$2 per capita) OR
- Fixed rate of support (based on minimum \$2 per capita annually) and recognized as a Regional Leader
- 4-Year Pledge of support – 2026, 2027, 2028, 2029 (in conjunction with present council term)

Thank you for your kind consideration to join Alberta's leaders. Together, we safeguard rural healthcare for all.

Sincerely,

Mackenzie Wood
Development Coordinator
(403) 516 4823
STARS Foundation

Glenda Farnden
Sr. Municipal Relations Liaison,
Alberta and British Columbia



403-295-1811



1441 Aviation Park NE, Box 570
Calgary, AB T2E 8M7



info@stars.ca | stars.ca

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

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	LGFF CAPITAL	TOTAL
BALANCE AT END OF PREV MONTH	\$ 1,454,261.03	\$ 534,549.94	\$ 301,799.10	\$ 2,290,610.07
RECEIPTS FOR THE MONTH	\$ 5,412.22			\$ 5,412.22
ALBERTA DIRECT DEPOSIT	\$ 16,211.82			\$ 16,211.82
VOID	\$ 365.76			\$ 365.76
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 78,132.57			\$ 78,132.57
SERVUS CREDIT UNION - INTEREST	\$ 2,765.43			\$ 2,765.43
TERM #54 INTEREST - ADDED TO GENERAL	\$ 858.10	\$ -		\$ 858.10
TERM #55 INTEREST - ADDED TO GENERAL	\$ 319.38	\$ -		\$ 319.38
TERM DEPOSIT		\$ -		\$ -
TRANSFER FROM GENERAL TO TERM		\$ -		
TRANSFER FROM TERM TO GENERAL	\$ -			\$ -
LGFF INTEREST			\$ 3,317.32	
SUB-TOTAL	\$ 1,558,326.31	\$ 534,549.94	\$ 305,116.42	\$ 2,397,992.67
DISBURSEMENTS FOR THE MONTH	\$ 179,332.26			\$ 179,332.26
TRANSFER TO/FROM TERM		\$ -		\$ -
TRANSFER TO LGFF CAPITAL	\$ 290,389.68		\$ 287,914.00	
BANK ERROR INTEREST				\$ -
				\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 40.40			\$ 40.40
BANK CONFIRMATION FEE	\$ -			
SCHOOL PAYMENT	\$ -			
BALANCE AT END OF MONTH	\$ 1,088,563.97	\$ 534,549.94	\$ 593,030.42	\$ 2,216,144.33
BANK BALANCE AT MONTH END	\$ 1,183,138.39	\$ 534,549.94	\$ 593,030.42	\$ 1,717,688.33
OUTSTANDING DAILY DEPOSITS	\$ 591.06			\$ 591.06
OUTSTANDING ONLINE/INTERAC	\$ 5,019.33			\$ -
OUTSTANDING DIR DEPOSITS	\$ -			
SUB-TOTAL	\$ 1,188,748.78	\$ 534,549.94	\$ 593,030.42	\$ 2,316,329.14
UNCLEARED PAYMENTS	\$ 81,783.70			\$ 81,783.70
UNCLEARED OTHER	\$ 18,401.11			\$ 18,401.11
BANK ERROR				
BALANCE AT END OF MONTH	\$ 1,088,563.97	\$ 534,549.94	\$ 593,030.42	\$ 1,623,113.91

THIS STATEMENT SUBMITTED TO COUNCIL

December 17, 2025

MAYOR

TOWN MANAGER



Town of Bashaw

General Ledger - Bank Reconciliation

Printed on: 2025-12-12

Printed by: Darlene Tucker

Completed on 2025-12-12 by Darlene Tucker

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

Statement Open: \$1,544,735.49 + Cleared Total: (\$361,597.10)
+ Adjustments: \$0.00
Statement Close: \$1,183,138.39 = Bank Rec Close: \$1,183,138.39
Proof: \$0.00

Statement Start: 2025-11-01

Statement End: 2025-11-30

Un-Cleared Deposits

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-11-30	Bank Deposit - OTHER	Cash Receipt		11801	\$84.67
2025-11-30	Bank Deposit - CHEQUE	Cash Receipt		11817	\$35.00
2025-11-30	Bank Deposit - CHEQUE	Cash Receipt		11817	\$25.00
2025-11-30	Bank Deposit - CHEQUE	Cash Receipt		11817	\$101.06
2025-11-30	Bank Deposit - CASH	Cash Receipt		11817	\$200.00
2025-11-30	Bank Deposit - CASH	Cash Receipt		11817	\$230.00
2025-11-29	Bank Deposit - OTHER	Cash Receipt		11816	\$182.00
2025-11-29	Bank Deposit - OTHER	Cash Receipt		11816	\$118.00
2025-11-29	Bank Deposit - OTHER	Cash Receipt		11802	\$246.03
2025-11-29	Bank Deposit - OTHER	Cash Receipt		11802	\$151.42
2025-11-29	Bank Deposit - OTHER	Cash Receipt		11802	\$148.16
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$113.69
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$745.10
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$335.03
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$162.13
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$93.46
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$117.66
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$72.26
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$193.36
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11815	\$89.51
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11804	\$1,314.00
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$100.00
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$220.00
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$150.00
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$89.60
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$85.00
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11803	\$83.25
2025-11-28	Bank Deposit - OTHER	Cash Receipt		11800	\$125.00
Total Un-Cleared Deposits:					\$5,610.39

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-11-30	BASHAW CONCRETE	AP Payment	26746	11864	(\$980.64)
2025-11-30	DARLENE SINCLAIR	AP Payment	26747	11864	(\$72.41)
2025-11-30	BASHAW FARM & BUILDING SUPPLY	AP Payment	26748	11864	(\$22.03)
2025-11-30	ACCU-FLO METER SERVICE	AP Payment	26749	11864	(\$3,764.20)
2025-11-30	HWY 12/21 REGIONAL WATER SERVICE COMM	AP Payment	26750	11864	(\$27,359.28)
2025-11-30	EAST COUNTRY ELECTRIC	AP Payment	26751	11864	(\$204.75)
2025-11-30	CANOE PROCUREMENT GROUP OF CANADA	AP Payment	26752	11864	(\$385.81)
2025-11-30	ALSCO CANADA CORPORATION	AP Payment	26753	11864	(\$110.40)
2025-11-30	REYNOLDS MIRTH RICHARDS & FARMER LLP	AP Payment	26754	11864	(\$271.95)
2025-11-30	ABC FIRE SAFETY, 1993	AP Payment	26755	11864	(\$254.89)
2025-11-30	ALBERTA WASTE HANDLING	AP Payment	26756	11864	(\$1,470.00)
2025-11-30	NORDIC MECHANICAL SERVICES LTD.	AP Payment	26757	11864	(\$8,557.50)
2025-11-30	LINDY BLACK	AP Payment	26758	11864	(\$417.37)



Town of Bashaw

General Ledger - Bank Reconciliation

Completed on 2025-12-12 by Darlene Tucker

Printed on: 2025-12-12

Printed by: Darlene Tucker

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

Statement Start: 2025-11-01
Statement End: 2025-11-30

Statement Open:	\$1,544,735.49	+ Cleared Total:	(\$361,597.10)
		+ Adjustments:	\$0.00
Statement Close:	\$1,183,138.39	= Bank Rec Close:	\$1,183,138.39
		Proof:	\$0.00

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-11-30	EASTHILLS AUTOMOTIVE & TOOL SUPPLY LTD	AP Payment	26759	11864	(\$1.42)
2025-11-30	MORRISON, CHRISTINE	AP Payment	26760	11864	(\$200.00)
2025-11-30	STAN FORSYTH	AP Payment	26761	11864	(\$400.00)
2025-11-30	C4NER CONSULTING	AP Payment	26762	11864	(\$1,496.84)
2025-11-30	JODY SEEMAN	AP Payment	26763	11864	(\$300.00)
2025-11-30	LOCAL AUTHORITY PENSION PLAN	AP Payment	17918	11830	(\$2,197.37)
2025-11-30	RECEIVER GENERAL OF CANADA	AP Payment	47	11829	(\$6,077.12)
2025-11-30	TRANSALTA ENERGY MARKETING CORP	AP Payment	17914	11827	(\$14,047.99)
2025-11-30	DIRECT ENERGY BUSINESS - CURRENT NATURAL GAS SUPPLIER	AP Payment	17916	11827	(\$2,042.56)
2025-11-19	THE SOAP STOP	AP Payment	26734	11728	(\$99.04)
2025-11-19	HECK'S HARDWARE	AP Payment	26735	11728	(\$603.37)
2025-11-19	CANOE PROCUREMENT GROUP OF CANADA	AP Payment	26737	11728	(\$7,207.90)
2025-11-19	OK TIRE & AUTO	AP Payment	26738	11728	(\$336.23)
2025-11-19	LINDY BLACK	AP Payment	26742	11728	(\$102.60)
2025-11-19	EASTHILLS AUTOMOTIVE & TOOL SUPPLY LTD	AP Payment	26743	11728	(\$447.20)
2025-11-07	ECHOGLLEN GARDENS	AP Payment	26727	11652	(\$1,050.00)
2025-11-07	DUBITZ, ALEC	AP Payment	26732	11652	(\$42.83)
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:					(\$81,783.70)

Un-Cleared Other

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-11-30	CAFT	Gen. Journal		11822	(\$18,401.11)
Total Un-Cleared Other:					(\$18,401.11)

Bank Rec Close:	\$1,183,138.39
+ Un-Cleared Deposits:	\$5,610.39
+ Un-Cleared Payments:	(\$81,783.70)
+ Un-Cleared Other:	(\$18,401.11)
= Adjusted Bank Rec Total:	\$1,088,563.97
Bank Balance as of 2025-11-30:	\$1,088,563.97



3755-43 Avenue,
Camrose, Alberta T4V3S8
P 780-672-4446
E county@county.camrose.ab.ca

December 12, 2025

Town of Bashaw Council
c/o CAO Theresa Fuller
5011 52 Ave, Box 510
Bashaw, AB T0B 0H0

Delivered by email to cao@townofbashaw.com

RE: Town of Bashaw Fire Department – Tender Replacement

Camrose County Council discussed the issues with the current Fire Department Tender Truck at the Regular Council meeting on December 9, 2025, and the following motions were passed:

C. WETTHUHN - That Camrose County Council, at this time, respectfully deny the request to replace the existing county owned water tender (FT-017) currently housed at the Bashaw Fire Hall. CARRIED.

D. LYSENG – That Council direct Administration to arrange and coordinate Class 3Q training for any firefighters within Camrose County wishing to take the training at no cost to the Fire Departments. CARRIED.

Council was pleased to hear that the repairs on FT-017 were successful, and hopefully allowing more firefighters to take the 3Q training will increase the useability of the water tender.

Sincerely,

A handwritten signature in black ink, appearing to read 'Teresa Gratrix', written over a horizontal line.

Teresa Gratrix
County Administrator



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

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)	\$0.00	(\$40,317.62)	(\$35,000.00)	\$5,317.62	115.19%
1-00-00-530-00	Fines Issued	(\$787.00)	\$0.00	(\$900.00)	(\$1,000.00)	(\$100.00)	90.00%
1-00-00-540-00	Franchise Fees	(\$64,544.17)	(\$3,674.30)	(\$61,918.30)	(\$67,035.00)	(\$5,116.70)	92.36%
1-00-00-550-00	Return on Investments	(\$81,037.89)	(\$3,942.91)	(\$46,947.73)	(\$45,000.00)	\$1,947.73	104.32%
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)	(\$7,617.21)	(\$150,083.65)	(\$148,035.00)	\$2,048.65	401.87%
Account Group: 04 REVENUE - Conditional Grants <i>Includes LGFP Capital Grant Funds.</i>							
1-00-00-840-00	Provincial Conditional Grant	(\$144,262.00)	\$0.00	(\$706,612.00)	(\$118,190.00)	\$588,422.00	597.86%
Account Group 04 REVENUE - Conditional Grants Totals		(\$144,262.00)	\$0.00	(\$706,612.00)	(\$118,190.00)	\$588,422.00	597.86%
Account Group: 06 REVENUE - General Administrative Revenue							
1-12-00-410-00	General Services and Supplies Revenues	(\$3,017.27)	(\$245.00)	(\$2,981.98)	(\$2,800.00)	\$181.98	106.49%
1-12-00-520-00	Licenses and Permits	(\$1,198.66)	\$0.00	(\$125.44)	(\$200.00)	(\$74.56)	62.72%
1-12-00-560-00	Rentals and Lease Revenue	(\$20,844.54)	(\$18.00)	(\$21,342.03)	(\$20,500.00)	\$842.93	104.11%
1-12-00-590-00	Other Revenue <i>Incl Paper Stmt Fee</i>	(\$5,258.20)	(\$1,186.00)	(\$6,159.29)	(\$4,000.00)	\$2,159.29	153.98%
Account Group 06 REVENUE - General Administrative Revenue Totals		(\$30,318.67)	(\$1,449.00)	(\$30,608.74)	(\$27,500.00)	\$3,109.64	427.30%
Account Group: 07 REVENUE - Fire Fighting and Preventive Services							
1-23-00-400-00	County Fire Fighting Responses	(\$15,924.73)	\$0.00	(\$13,435.82)	(\$16,900.00)	(\$3,464.18)	79.50%
1-23-00-400-01	Motor Vehicle Responses	(\$7,099.68)	\$0.00	(\$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	(\$21,155.00)	(\$5,500.00)	\$15,655.00	384.63%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 07 REVENUE - Fire Fighting and Preventive Services							
1-23-00-590-00	Other Revenue - Gifts/Donations	(\$2,100.00)		(\$11,000.00)	\$0.00	\$18,000.00	0.00%
1-23-00-840-00	Grants from Provincial Government	(\$11,166.49)		(\$8,500.00)	\$0.00	\$8,500.00	0.00%
1-23-00-850-00	Annual County Shared Service Funding	(\$26,700.63)		(\$24,916.91)	(\$24,916.91)	\$0.00	100.00%
1-23-00-850-01	Annual Training Shared Service Funding	(\$1,000.00)		(\$1,000.00)	(\$1,000.00)	\$0.00	100.00%
1-23-00-850-02	Annual Pager Maintenance Shared Service Funding	(\$500.00)		(\$500.00)	(\$500.00)	\$0.00	100.00%
1-23-00-850-03	Annual Firefighter Shared Service Funding	(\$1,689.18)		(\$1,629.84)	(\$1,700.00)	(\$70.16)	95.87%
1-23-00-850-04	Annual Personal Protective Eqpt. Shared Service	(\$4,252.33)		(\$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	(\$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%
Account Group 07 REVENUE - Fire Fighting and Preventive Services Totals		(\$107,762.85)	\$0.00	(\$88,311.29)	(\$69,045.91)	\$26,265.38	981.93%
Account Group: 08 REVENUE - Bylaw Services							
1-26-00-520-00	Building Permit Fees	(\$1,765.63)	(\$259.89)	(\$1,664.96)	(\$1,500.00)	\$335.96	122.39%
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 08 REVENUE - Bylaw Services Totals		(\$4,598.78)	(\$259.89)	(\$4,343.49)	(\$3,500.00)	\$1,014.49	256.31%
Account Group: 09 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	(\$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 09 REVENUE - Shop, Roads, Streets, Walks, Lighting Totals		\$17,125.48	\$0.00	(\$1,992.60)	(\$600.00)	\$1,392.60	498.15%
Account Group: 10 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 10 REVENUE - Airport Totals		(\$2,160.59)	\$0.00	(\$2,160.59)	(\$2,160.59)	\$0.00	200.00%
Account Group: 11 REVENUE - Water Supply and Distribution							
1-41-00-410-00	Sale of Water (Bills)	(\$461,113.03)	(\$39,421.18)	(\$442,205.70)	(\$466,645.00)	(\$24,439.30)	94.76%
1-41-00-411-00	Sale of Water (Bulk)	(\$14,074.75)	\$0.00	(\$12,908.24)	(\$14,000.00)	(\$1,091.76)	92.20%
1-41-00-590-00	Other Revenue	(\$8,879.59)	\$0.00	(\$17,816.98)	(\$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 11 REVENUE - Water Supply and Distribution Totals		(\$499,931.37)	(\$39,421.18)	(\$472,930.92)	(\$498,281.98)	(\$25,351.06)	287.98%
Account Group: 12 REVENUE - Sanitary Sewage Services and Treatment							
1-42-00-239-00	Septic Receiving Station - NO GST	(\$13,347.24)	\$0.00	(\$10,219.68)	(\$12,000.00)	(\$1,780.32)	85.16%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 12 REVENUE - Sanitary Sewage Services and Treatment							
1-42-00-410-00	Sewage Services Fees and Charges	(\$128,809.65)	(\$10,789.41)	(\$121,592.77)	(\$125,000.00)	(\$3,407.23)	97.27%
1-42-00-590-00	Other Sewer Revenue <i>Sewer Install</i>	\$120.00 <i>Reversible</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 12 REVENUE - Sanitary Sewage Services and Treatment Totals		(\$158,412.89)	(\$10,789.41)	(\$136,850.45)	(\$137,200.00)	(\$349.55)	2,701.43%
Account Group: 13 REVENUE - Garbage Collection and Disposal							
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	(\$85,139.28)	(\$5,655.10)	(\$67,752.79)	(\$66,674.28)	\$1,078.51	101.61%
Account Group 13 REVENUE - Garbage Collection and Disposal Totals		(\$85,139.28)	(\$5,655.10)	(\$67,752.79)	(\$66,674.28)	\$1,078.51	101.61%
Account Group: 15 REVENUE - Utility Penalty							
1-45-00-510-00	Utility Penalty	(\$9,187.09)	(\$691.07)	(\$9,470.40)	(\$9,000.00)	\$470.40	105.22%
Account Group 15 REVENUE - Utility Penalty Totals		(\$9,187.09)	(\$691.07)	(\$9,470.40)	(\$9,000.00)	\$470.40	105.22%
Account Group: 16 REVENUE - Family and Community Support Services							
1-51-00-840-01	F.C.S.S. Provincial Conditional Grant	(\$25,658.93)	(\$305.46)	(\$25,658.93)	(\$25,658.93)	\$0.00	100.00%
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 16 REVENUE - Family and Community Support Services Totals		(\$57,284.82)	(\$305.46)	(\$25,658.93)	(\$25,658.93)	\$0.00	100.00%
Account Group: 17 REVENUE - Cemetery and Crematoriums							
1-56-00-410-00	Cemetery Revenue	(\$4,660.00)	(\$1,080.00)	(\$5,480.00)	(\$3,500.00)	\$1,980.00	156.57%
Account Group 17 REVENUE - Cemetery and Crematoriums Totals		(\$4,660.00)	(\$1,080.00)	(\$5,480.00)	(\$3,500.00)	\$1,980.00	156.57%
Account Group: 18 REVENUE - Municipal Planning, Zoning and Development							
1-61-00-520-00	Development Permits	(\$1,480.00)	\$0.00	(\$1,751.92)	(\$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 18 REVENUE - Municipal Planning, Zoning and Development Totals		(\$43,001.45)	\$0.00	(\$1,751.92)	(\$60,063.23)	(\$58,311.31)	145.99%
Account Group: 19 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 19 REVENUE - Tourism Totals		(\$5.81)	\$0.00	(\$1.90)	\$0.00	\$1.90	0.00%
Account Group: 20 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 20 REVENUE - Subdivision, Land and Development Totals		(\$29,047.62)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 21 REVENUE - Rental Buildings							
1-69-00-560-01	Office Rent	(\$7,284.03)	(\$832.00)	(\$8,752.00)	(\$8,384.00)	\$368.00	104.38%
Account Group 21 REVENUE - Rental Buildings Totals		(\$7,284.03)	(\$832.00)	(\$8,752.00)	(\$8,384.00)	\$368.00	104.38%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 22 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)	(\$112.50)	(\$707.72)	(\$200.00)	\$507.72	353.86%
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	(\$690.48)	\$0.00	\$690.48	0.00%
1-71-00-590-20	Other Revenues <i>Ads and Concession Agreement</i>	(\$2,711.43)	\$0.00	(\$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 9157.79</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	(\$2,457.14)	\$0.00	(\$714.30)	(\$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 22 REVENUE - Recreation Facilities and Programs Totals		(\$107,161.00)	(\$112.50)	(\$76,572.93)	(\$101,945.00)	(\$25,372.07)	1,410.80%
Account Group: 23 REVENUE - Parks							
1-72-00-400-00	Parks Revenue <i>Trailer Stations and Camping</i>	(\$3,463.57)	\$0.00	(\$3,832.54)	(\$3,200.00)	\$632.54	119.76%
1-72-00-860-00	Grants - Other Organizations <i>Footie tree Grant</i>	(\$2,500.00)	\$0.00	(\$2,500.00)	\$0.00	\$2,500.00	0.00%
1-72-00-990-00	Parks Donation <i>Thrifty Store Donation to Cemetery</i>	\$0.00	\$0.00	(\$1,000.00)	\$0.00	\$1,000.00	0.00%
Account Group 23 REVENUE - Parks Totals		(\$5,963.57)	\$0.00	(\$7,332.54)	(\$3,200.00)	\$4,132.54	119.76%
Account Group: 24 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 24 REVENUE - Community Centre Totals		(\$23,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 26 EXPENSES - Council and Other Legislative							
2-11-00-130-40	Canada Pension Plan - Councillors	\$1,199.86	\$347.74	\$1,144.26	\$1,300.00	\$155.74	88.02%
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	\$815.40	\$18.36	\$717.36	\$850.00	\$132.64	84.39%
2-11-00-151-00	Meeting Fees - Council	\$22,321.43	\$7,024.21	\$22,142.86	\$22,500.00	\$357.14	98.41%
2-11-00-211-00	Travel, Subsistence & Course Fees - Council <i>Elected Official Training</i>	\$0.00	\$2,100.00	\$2,100.00	\$5,000.00	\$2,900.00	42.00%
2-11-00-290-00	Election Fees <i>Included Advance Pk 11</i>	\$0.00	\$0.00	\$2,401.44	\$1,500.00	(\$901.44)	160.09%
2-11-00-510-00	Council Supplies	\$512.86	\$97.95	\$182.96	\$500.00	\$317.04	36.59%
2-11-00-770-00	Community Contributions	\$5,967.87	\$140.00	\$5,408.03	\$7,795.00	\$2,386.97	69.37%
Account Group 26 EXPENSES - Council and Other Legislative Totals		\$30,817.42	\$9,728.26	\$34,096.91	\$39,445.00	\$5,348.09	578.87%
Account Group: 27 EXPENSES - General Administration and Other							
2-12-00-110-00	Salaries - Office Staff	\$184,179.01	\$14,619.78	\$166,740.66	\$181,649.83	\$14,909.17	91.79%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 27 EXPENSES - General Administration and Other							
2-12-00-130-40	Employer Cost CPP	\$11,064.92	\$1,230.49	\$11,580.03	\$11,942.33	\$362.30	96.96%
2-12-00-130-41	Employer Cost Employment Insurance	\$3,774.16	\$180.16	\$3,421.90	\$3,844.43	\$422.53	89.00%
2-12-00-130-43	Employer Cost LAPP	\$18,885.59	\$1,542.04	\$17,713.88	\$18,198.06	\$484.18	97.33%
2-12-00-130-44	Employer Cost - AMSC	\$15,620.78	\$1,419.42	\$15,546.37	\$16,947.36	\$1,400.99	91.73%
2-12-00-130-45	Workers Compensation	\$5,627.70	\$0.00	\$7,087.47	\$6,556.09	(\$531.38)	108.10%
2-12-00-130-46	R.R.S.P. Contribution	\$592.96	\$50.16	\$575.04	\$615.16	\$40.12	93.47%
2-12-00-140-00	Administrative Course Fees <i>Leadership Course NACLA</i>	\$2,582.00	\$0.00	\$13,402.31	\$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	\$722.83	\$7,137.88	\$8,100.00	\$962.12	88.12%
2-12-00-220-00	Advertising, Printing, Subscriptions <i>DC Ad Extra</i>	\$1,756.54	\$104.45	\$4,225.51	\$1,800.00	(\$2,425.51)	234.75%
2-12-00-225-00	Municipal Memberships	\$3,920.24	\$103.75	\$4,166.75	\$3,975.00	(\$191.75)	104.82%
2-12-00-230-00	Professional & Consulting Services	\$68,385.28	\$3,361.98	\$58,376.88	\$72,029.72	\$13,652.84	81.04%
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>49st project</i>	\$0.00	\$1,093.23	\$31,473.69	\$2,000.00	(\$29,473.69)	1,573.68%
2-12-00-230-22	Legal	\$3,895.50	\$888.00	\$10,289.00	\$10,000.00	(\$289.00)	102.89%
2-12-00-250-00	Repairs & Maintenance	\$5,276.64	\$0.00	\$129.95	\$5,000.00	\$4,870.05	2.59%
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	\$166.28	\$166.28	\$600.00	\$433.72	27.71%
2-12-00-510-00	General Office Supplies <i>Includes Server</i>	\$3,831.88	\$1,381.50	\$17,757.18	\$4,800.00	(\$12,957.18)	369.94%
2-12-00-540-50	General Administration Power	\$2,127.69	\$174.53	\$1,727.03	\$2,300.00	\$572.97	75.08%
2-12-00-540-51	General Administration Natural Gas	\$1,757.06	\$89.92	\$1,138.29	\$1,900.00	\$761.71	59.91%
2-12-00-810-00	Bank Charges	\$575.19	\$38.55	\$592.41	\$600.00	\$7.59	98.73%
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 <i>Tax Penalty Write off</i>	\$3,700.21	\$0.00	\$548.22	\$7,510.66	(\$548.22)	107.29%
2-12-00-990-00	Miscellaneous	\$48.00	\$60.00	\$60.00	\$50.00	(\$10.00)	120.00%
2-12-00-990-01	Penny	\$0.01	\$0.01	\$0.82	\$0.50	(\$0.32)	164.00%
Account Group 27 EXPENSES - General Administration and Other Totals		\$410,611.50	\$27,227.08	\$407,643.38	\$434,429.97	\$19,275.93	4,089.07%
Account Group: 28 EXPENSES - Fire Fighting and Preventive Services							
2-23-00-110-00	Administration	\$7,487.84	\$678.62	\$7,721.67	\$8,347.43	\$625.76	92.50%
2-23-00-130-00	Employer Contribution - A.M.E. & Seaboard	\$2,921.58	\$122.70	\$2,777.06	\$3,000.00	\$222.94	92.56%
2-23-00-159-00	Deputy Fire Chief Fees	\$2,175.00	\$175.00	\$1,925.00	\$2,100.00	\$175.00	91.66%
2-23-00-159-01	Fire Chief Honorarium	\$2,750.00	\$250.00	\$2,750.00	\$3,000.00	\$250.00	91.66%
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 Inspection</i>	\$451.75	\$0.00	\$695.00	\$0.00	(\$695.00)	0.00%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 28 EXPENSES - Fire Fighting and Preventive Services							
2-23-00-211-00	Travel & Subsistence	\$433.20	\$0.00	\$844.68	\$500.00	(\$344.68)	168.93%
2-23-00-215-00	Telephone <i>Review for changes in Billing</i>	\$5,181.74	\$387.35	\$4,431.60	\$3,800.00	(\$631.60)	116.62%
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	\$0.00	\$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%
2-23-00-220-00	Office Printing Advertising	\$0.00	\$89.99	\$172.84	\$0.00	(\$172.84)	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	\$340.53	\$970.73	\$2,000.00	\$1,029.27	48.53%
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 <i>ANS MFR training expenses</i>	\$28,831.49	\$42.37	\$6,048.86	\$4,575.00	(\$1,473.86)	132.21%
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	\$1,921.77	\$0.00	(\$1,921.77)	0.00%
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)	\$141.57	\$96.58	\$197.42	\$400.00	\$202.58	49.35%
2-23-00-521-50	Fuel County Fire Vehicles & Equipment	\$3,804.66	\$151.72	\$2,533.96	\$3,900.00	\$1,366.04	64.97%
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	\$320.22	\$320.22	\$0.00	(\$320.22)	0.00%
2-23-00-522-04	County Wildland Truck (2007 F350) FT036 - Rep&Mntr	\$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	\$0.00	\$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	\$167.61	\$1,760.43	\$2,400.00	\$639.57	73.35%
2-23-00-540-51	Fire Protection Natural Gas Fire Hall	\$3,151.92	\$136.35	\$2,092.57	\$3,500.00	\$1,407.43	59.78%
2-23-00-905-00	ARO Accretion - Fire	\$803.26	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 28 EXPENSES - Fire Fighting and Preventive Services Totals		\$139,190.26	\$2,959.04	\$57,571.84	\$113,364.44	\$55,792.60	1,633.40%
Account Group: 29 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	\$0.00	\$690.03	\$1,000.00	\$309.97	69.00%
Account Group 29 EXPENSES - Distaster Services and Emergency Measures Totals		\$10.00	\$0.00	\$701.03	\$1,150.00	\$448.97	91.00%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 30 EXPENSES - Bylaw Services							
2-26-00-110-00	Bylaw Enforcement Salaries	\$4,730.00	\$770.00	\$3,850.00	\$4,800.00	\$950.00	80.20%
2-26-00-230-00	Cat and Dog Control Fees	\$5,310.62	\$456.00	\$4,928.00	\$6,500.00	\$1,572.00	75.81%
2-26-00-230-01	Policing Requisition Expense <i>Bill comes in March</i>	\$43,840.75	\$0.00	\$11,316.25	\$44,386.00	\$33,069.75	25.49%
Account Group 30 EXPENSES - Bylaw Services Totals		\$53,881.37	\$1,226.00	\$20,094.25	\$55,686.00	\$35,591.75	181.50%
Account Group: 31 EXPENSES - Shop							
2-31-00-110-00	Salaries	\$23,638.91	\$2,531.49	\$31,180.32	\$12,365.00	(\$18,815.32)	252.16%
2-31-00-110-01	Salaries PW Administration Common Service	\$14,752.40	\$344.39	\$11,849.33	\$12,573.60	\$724.27	94.23%
2-31-00-130-40	Employer Cost CPP & Benefits	\$11,715.29	\$741.05	\$11,525.91	\$11,009.66	(\$516.25)	104.68%
2-31-00-130-41	Employer Cost Employment Insurance	\$4,303.51	\$267.66	\$4,261.11	\$4,009.38	(\$251.73)	106.27%
2-31-00-130-43	Employer Cost LAPP	\$13,407.69	\$650.40	\$13,348.51	\$19,177.00	\$5,828.49	69.60%
2-31-00-130-44	Employer Cost - AMSC	\$14,951.99	\$1,634.46	\$17,978.99	\$17,657.24	(\$321.75)	101.82%
2-31-00-130-45	Workers Compensation Board	\$5,627.65	\$0.00	\$7,976.41	\$7,519.05	(\$457.36)	106.08%
2-31-00-140-00	Course Fees	\$0.00	\$0.00	\$4,180.00	\$4,000.00	(\$180.00)	104.50%
2-31-00-190-00	Safety Equipment and Clothing	\$2,492.44	\$450.48	\$4,713.18	\$5,650.00	\$936.82	83.41%
2-31-00-215-00	Freight, Postage & Phone	\$3,197.22	\$248.81	\$2,331.00	\$3,401.00	\$1,070.00	68.53%
2-31-00-250-00	Repairs and Maintenance	\$3,142.20	\$99.88	\$1,644.63	\$3,000.00	\$1,355.37	54.82%
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	\$432.53	\$3,478.29	\$3,000.00	(\$478.29)	115.94%
2-31-00-510-63	Shop Tools	\$2,810.22	\$0.00	\$1,925.38	\$2,500.00	\$574.62	77.01%
2-31-00-531-00	Gas and Oil	\$343.62	\$0.00	\$402.40	\$350.00	(\$52.40)	114.97%
2-31-00-540-50	Public Works Power - Shop	\$2,728.68	\$153.82	\$1,871.92	\$2,800.00	\$928.08	66.85%
2-31-00-540-51	Public Works Natural Gas - Shop	\$4,623.94	\$185.01	\$3,318.03	\$5,000.00	\$1,681.97	66.36%
2-31-00-905-00	ARO Accretion - Shop	\$105.58	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 31 EXPENSES - Shop Totals		\$112,573.14	\$7,739.98	\$123,953.89	\$115,980.41	(\$7,973.48)	1,687.23%
Account Group: 32 EXPENSES - Road, Streets, Walks & Lighting							
2-32-00-110-00	Salaries & Wages	\$59,829.52	\$5,408.75	\$61,256.24	\$58,047.74	(\$3,208.50)	105.52%
2-32-00-140-00	Public Works Course Fees - Streets	\$536.45	\$292.71	\$2,205.71	\$3,500.00	\$1,294.29	63.02%
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	\$6,763.60	\$8,000.00	\$1,236.40	84.54%
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 <i>Road Sand and patching</i>	\$23,259.36	\$933.94	\$11,711.30	\$10,300.00	(\$1,411.30)	113.70%
2-32-00-520-00	Equipment, Machines, Parts & Supplies	\$1,317.21	\$0.00	\$1,182.33	\$1,000.00	(\$182.33)	118.23%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 32 EXPENSES - Road, Streets, Walks & Lighting							
2-32-00-520-41	Mobile 401 - IHC 4300	\$1,449.37	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
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	\$0.00	\$2,018.30	\$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 <i>Loader Serviced.</i> Wheel Loader	\$6,000.47	\$7,290.57	\$7,669.13	\$4,000.00	(\$3,669.13)	191.72%
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	\$356.52	\$3,000.00	\$2,643.48	11.88%
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	\$0.00	\$8.90	\$250.00	\$241.10	3.56%
2-32-00-520-55	Mobile 410 - Peterbilt Dump Truck	\$3,883.33	\$2,266.67	\$2,271.13	\$5,000.00	\$2,728.87	45.42%
2-32-00-520-56	Mobile 411 - Kubota B 7610 Tractor	\$1,445.59	\$0.00	\$313.24	\$1,200.00	\$886.76	26.10%
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	\$2,062.27	\$1,000.00	(\$1,062.27)	206.22%
2-32-00-520-68	Mobile 428 - 2018 Chev 1/2 Ton	\$0.00	\$1.35	\$1,709.93	\$1,000.00	(\$709.93)	170.99%
2-32-00-520-69	Mobile 429 - 2017 John Deere Mower	\$0.00	\$0.00	\$504.62	\$0.00	(\$504.62)	0.00%
2-32-00-520-70	Mobile 430 - 2025 Kubota Mini Hoe	\$0.00	\$0.00	\$5.00	\$0.00	(\$5.00)	0.00%
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	\$213.09	\$1,659.05	\$1,000.00	(\$659.05)	165.90%
2-32-00-521-43	Fuel - Mobile 403 FORD 550 SD	\$2,616.08	\$142.53	\$1,917.54	\$2,600.00	\$682.46	73.75%
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	\$166.76	\$3,230.19	\$4,800.00	\$1,569.81	67.29%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 32 EXPENSES - Road, Streets, Walks & Lighting							
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	\$0.00	\$75.40	\$550.00	\$474.60	13.70%
2-32-00-521-51	Fuel - Lawn Mowers	\$206.28	\$0.00	\$425.96	\$215.00	(\$210.96)	198.12%
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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$21.99	\$729.04	\$2,000.00	\$1,270.96	36.45%
2-32-00-521-67	Fuel - -Mobile 427 - 2016 Chev 1/2 Ton	\$0.00	\$434.64	\$1,946.87	\$3,300.00	\$1,353.99	59.51%
2-32-00-521-68	Fuel -Mobile 428 - 2018 Chev 1/2 Ton	\$0.00	\$114.60	\$938.04	\$2,200.00	\$1,261.96	42.63%
2-32-00-521-69	Fuel - Mobile 429 - 2017 John Deere Mower	\$0.00	\$0.00	\$177.00	\$0.00	(\$177.00)	0.00%
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	\$0.00	\$10,886.18	\$10,000.00	(\$886.18)	108.86%
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	\$6,270.34	\$61,383.31	\$72,000.00	\$10,616.69	85.25%
2-32-00-610-02	Sand Screening	\$0.00	\$0.00	\$0.00	\$1,600.00	\$1,600.00	0.00%
Account Group 32 EXPENSES - Road, Streets, Walks & Lighting Totals		\$294,262.62	\$23,557.94	\$202,828.20	\$257,057.74	\$54,212.40	3,223.28%
Account Group: 33 EXPENSES - Airport							
2-33-00-250-00	Airport Repairs & Maintenance	\$294.98	\$0.00	\$36.98	\$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	\$947.09	\$1,500.00	\$552.91	63.13%
2-33-00-540-50	Campus Energy Power	\$1,094.71	\$82.28	\$827.93	\$1,100.00	\$272.07	75.26%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 33 EXPENSES - Airport							
2-33-00-905-00	ARO Accretion - Airport	\$395.17	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 33 EXPENSES - Airport Totals		\$6,051.96	\$82.28	\$4,290.16	\$7,078.16	\$2,788.00	240.23%
Account Group: 34 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%
Account Group 34 EXPENSES - Storm Sewers and Drainage Totals		\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00%
Account Group: 35 EXPENSES - Water Supply and Distribution System							
2-41-00-110-00	Salaries & Wages	\$68,426.15	\$4,028.31	\$48,777.94	\$62,203.39	\$13,425.45	78.41%
2-41-00-140-00	Public Works Course Fees - Water	\$180.00	\$0.00	\$542.50	\$737.50	\$195.00	73.55%
2-41-00-211-00	Travel and Subsistence	\$2,579.90	\$0.00	\$1,391.72	\$1,820.00	\$428.28	76.46%
2-41-00-215-00	Freight, Postage, Phone	\$2,826.44	\$342.38	\$2,781.52	\$3,000.00	\$218.48	92.71%
2-41-00-225-00	Memberships Relating to Water	\$122.14	\$0.00	\$114.28	\$85.71	(\$28.57)	133.33%
2-41-00-250-00	Repairs & Maintenance - Treatment	\$158,588.74	\$268.24	\$51,710.26	\$68,754.00	\$17,043.74	75.21%
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	\$27,359.28	\$306,110.41	\$316,395.00	\$10,284.59	96.74%
2-41-00-510-00	General Goods & Supplies	\$24,785.26	\$3,557.49	\$8,446.20	\$18,870.00	\$10,423.80	44.75%
2-41-00-540-50	Water Supply & Distribution Power	\$12,678.01	\$1,179.05	\$10,907.33	\$13,500.00	\$2,592.67	80.79%
2-41-00-540-51	Water Supply & Distribution Natural Gas	\$7,614.72	\$189.21	\$3,062.51	\$8,000.00	\$4,937.49	38.28%
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 35 EXPENSES - Water Supply and Distribution System Totals		\$589,464.69	\$36,923.96	\$446,080.97	\$505,601.90	\$59,520.93	890.23%
Account Group: 36 EXPENSES - Sanitary Sewage Service and Treatment							
2-42-00-110-00	Salary & Wages	\$9,933.03	\$121.50	\$13,927.88	\$42,541.73	\$28,613.85	32.73%
2-42-00-140-00	Public Works Course Fees - Sewer	\$180.00	\$0.00	\$542.50	\$715.00	\$172.50	75.87%
2-42-00-211-00	Travel and Subsistence	\$634.93	\$0.00	\$1,238.61	\$1,820.00	\$581.39	68.05%
2-42-00-215-00	Freight, Postage, Telephone	\$1,789.05	\$201.85	\$1,995.34	\$1,800.00	(\$195.34)	110.85%
2-42-00-225-00	Memberships Relating to Sewer	\$65.00	\$0.00	\$114.28	\$85.80	(\$28.48)	133.19%
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>Waters Lift Stations</i>	\$71,142.26	\$400.00	\$51,121.37	\$18,672.70	(\$32,448.67)	273.77%
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	\$0.00	\$3,599.14	\$12,400.00	\$8,800.86	29.02%
2-42-00-540-50	Sanitary Sewage Power	\$10,199.81	\$694.14	\$8,132.01	\$10,200.00	\$2,067.99	79.72%
2-42-00-540-51	Sanitary Sewage Natural Gas	\$2,353.31	\$110.04	\$1,524.87	\$2,500.00	\$975.13	60.99%



Town of Bashaw Budget Variance Report TO NOVEMBER 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 - Sanitary Sewage Service and Treatment							
2-42-00-905-00	ARO Accretion - Sewer	\$398.03	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 36 EXPENSES - Sanitary Sewage Service and Treatment Totals		\$115,070.05	\$1,527.53	\$91,411.44	\$101,133.08	\$9,721.64	965.94%
Account Group: 37 EXPENSES - Garbage Collection and Disposal							
2-43-00-110-00	Salaries and Wages	\$1,829.04	\$49.68	\$2,738.34	\$6,146.56	\$3,408.22	44.55%
2-43-00-230-00	Garbage Contract	\$69,816.13	\$8,844.32	\$46,851.24	\$51,352.00	\$4,500.76	91.23%
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	\$0.00	(\$475.00)	\$4,500.00	\$4,975.00	-10.55%
2-43-00-510-00	General Goods Supplies Purchased	\$0.00	\$38.99	\$38.99	\$0.00	(\$38.99)	0.00%
2-43-00-525-00	Landfill Monitoring	\$94.83	\$92.00	\$92.00	\$400.00	\$308.00	23.00%
Account Group 37 EXPENSES - Garbage Collection and Disposal Totals		\$76,129.46	\$9,024.99	\$49,273.57	\$62,398.56	\$13,124.99	148.23%
Account Group: 38 EXPENSES - Recycling							
2-44-00-274-00	Recycling Trailer Insurance	\$5.00	\$0.00	\$6.00	\$6.00	\$0.00	100.00%
Account Group 38 EXPENSES - Recycling Totals		\$5.00	\$0.00	\$6.00	\$6.00	\$0.00	100.00%
Account Group: 39 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 39 EXPENSES - Family and Community Support Services Totals		\$63,699.55	\$0.00	\$32,073.66	\$32,073.66	\$0.00	100.00%
Account Group: 40 EXPENSES - Cemeteries and Crematoriums							
2-56-00-112-00	Public Works Salaries	\$1,117.53	\$232.41	\$1,889.11	\$3,329.25	\$1,440.14	56.74%
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	\$350.00	\$1,706.22	\$1,350.00	(\$356.22)	126.38%
2-56-00-274-00	Cemetery Insurance	\$8.00	\$0.00	\$9.00	\$9.00	\$0.00	100.00%
2-56-00-990-00	Other - Cemetery Buy Back Plots	\$0.00	\$0.00	\$255.00	\$0.00	(\$255.00)	0.00%
Account Group 40 EXPENSES - Cemeteries and Crematoriums Totals		\$12,426.75	\$582.41	\$12,471.45	\$19,688.25	\$7,216.80	340.53%
Account Group: 41 EXPENSES - Economic Development							
2-61-00-230-00	Economic Development Study & Supports	\$39,392.48	\$1,852.98	\$35,510.47	\$58,863.23	\$23,352.76	60.32%
Account Group 41 EXPENSES - Economic Development Totals		\$39,392.48	\$1,852.98	\$35,510.47	\$58,863.23	\$23,352.76	60.32%
Account Group: 42 EXPENSES - Tourism							
2-62-00-215-00	Freight, Postage, Telephone	\$1,171.08	\$100.48	\$1,094.38	\$1,200.00	\$105.62	91.19%
2-62-00-220-00	Tourism - Advertising <i>Photographer Charge</i>	\$935.35	\$250.00	\$1,357.85	\$1,000.00	(\$357.85)	135.78%
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%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

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G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 42 EXPENSES - Tourism							
Account Group 42 EXPENSES - Tourism Totals		\$2,422.88	\$350.48	\$2,801.18	\$3,048.95	\$247.77	326.97%
Account Group: 43 EXPENSES - Subdivision, Land and Development <i>Stop order - Retreat Gr. - SPAS Appeal.</i>							
2-66-00-230-00	Subdivision, Land and Development <i>PC Project</i>	\$5,633.00	\$0.00	\$24,694.71	\$7,000.00	(\$17,694.71)	352.78%
2-66-00-990-00	Cost of Land Sold	\$5,545.83	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 43 EXPENSES - Subdivision, Land and Development Totals		\$11,178.83	\$0.00	\$24,694.71	\$7,000.00	(\$17,694.71)	352.78%
Account Group: 44 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	\$117.89	\$1,537.65	\$2,000.00	\$462.35	76.88%
2-69-00-540-51	Building Rentals Natural Gas	\$2,331.09	\$113.90	\$1,510.49	\$2,600.00	\$1,089.51	58.09%
2-69-00-905-00	ARO Accretion - Rental Building	\$670.72	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 44 EXPENSES - Rental Buildings Totals		\$14,754.07	\$231.79	\$3,162.13	\$5,600.00	\$2,437.87	146.36%
Account Group: 45 EXPENSES - Recreation Facilities and Programs							
2-71-00-110-00	Administration Salaries & Wages	\$18,754.09	\$1,324.76	\$15,556.84	\$16,944.93	\$1,388.09	91.80%
2-71-00-110-20	Salaries & Wages - Arena	\$69,268.78	\$7,027.66	\$48,306.55	\$56,129.16	\$7,822.61	86.06%
2-71-00-130-00	Employee Benefits & EI CPP Expense	\$8,330.76	\$667.13	\$5,493.48	\$13,785.32	\$8,291.84	39.85%
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	\$1,044.91	\$2,200.00	\$1,155.09	47.49%
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	\$16,203.89	\$47,808.63	\$47,631.00	(\$177.63)	100.37%
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	\$399.17	\$4,589.00	\$9,000.00	\$4,411.00	50.98%
2-71-00-540-50	Recreational Power	\$28,508.81	\$3,355.34	\$23,296.11	\$29,000.00	\$5,703.89	80.33%
2-71-00-540-51	Recreational Natural Gas	\$12,576.44	\$774.65	\$8,956.21	\$13,500.00	\$4,543.79	66.34%
2-71-00-905-00	ARO Accretion - Arena	\$4,368.69	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group 45 EXPENSES - Recreation Facilities and Programs Totals		\$249,634.02	\$29,846.08	\$176,657.78	\$216,033.15	\$39,375.37	787.92%
Account Group: 46 EXPENSES - Parks							
2-72-00-110-00	Salaries & Wages - Parks	\$45,794.13	\$155.44	\$40,769.12	\$34,468.67	(\$6,300.45)	118.27%
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	\$1,915.34	\$6,500.00	\$4,584.66	29.46%



Town of Bashaw

Budget Variance Report

TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 46 EXPENSES - Parks							
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	\$12,359.39	\$1,000.00	\$14,697.99	\$8,750.00	(\$5,947.99)	167.97%
2-72-00-510-01	Beautification Supplies	\$3,245.10	\$3,761.73	\$12,365.59	\$10,000.00	(\$2,365.59)	123.65%
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	\$126.99	\$1,356.34	\$1,600.00	\$243.66	84.77%
2-72-00-755-02	Heritage Park	\$0.00	\$39.99	\$39.99	\$0.00	(\$39.99)	0.00%
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 46 EXPENSES - Parks Totals		\$80,937.63	\$5,084.15	\$72,082.04	\$78,944.18	\$6,862.14	624.12%
Account Group: 47 EXPENSES - Community Centre							
2-74-00-110-00	Community Centre - Wages	\$210.43	\$324.09	\$324.09	\$1,996.26	\$1,672.17	16.23%
2-74-00-215-00	Freight, Postage , Telephone	\$1,104.00	\$107.00	\$1,097.00	\$1,104.00	\$7.00	99.36%
2-74-00-215-01	Community Centre - Xplornet	\$1,263.72	\$69.48	\$764.28	\$1,265.00	\$500.72	60.41%
2-74-00-250-00	COMMUNITY CENTRE - Repairs & Maintenance	\$35,118.80	\$1,057.77	\$15,430.74	\$13,755.08	(\$1,675.66)	112.18%
2-74-00-250-01	HAPPY GANG - Repairs	\$0.00	\$20.98	\$446.98	\$500.00	\$53.02	89.39%
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	\$528.50	\$5,668.85	\$8,500.00	\$2,831.15	66.69%
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	\$4,712.68	\$173.11	\$2,492.23	\$5,000.00	\$2,507.77	49.84%
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	\$528.49	\$528.49	\$0.00	(\$528.49)	0.00%
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 Share	\$0.00	\$173.11	\$173.11	\$0.00	(\$173.11)	0.00%
2-74-01-770-00	Library Contribution	\$15,642.04	\$2,079.72	\$17,318.88	\$17,318.88	\$0.00	100.00%
Account Group 47 EXPENSES - Community Centre Totals		\$81,943.57	\$5,062.25	\$56,663.21	\$61,857.78	\$5,194.58	694.10%
Account Group: 48 EXPENSES - Museum							
2-74-10-250-00	Museum - Repairs & Maintenance	\$437.07	\$0.00	(\$387.67)	\$500.00	\$887.67	-77.53%
Account Group 48 EXPENSES - Museum Totals		\$437.07	\$0.00	(\$387.67)	\$500.00	\$887.67	-77.53%
Account Group: 49 EXPENSES - Requisitions							
2-99-00-750-00	Alberta School Foundation Fund	\$224,855.89	\$0.00	\$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 49 EXPENSES - Requisitions Totals		\$227,550.89	\$0.00	\$199,647.26	\$265,116.36	\$65,469.10	174.99%
Account Group: 50 EXPENSES - Amortization							
2-12-00-790-00	Amortization - Administration	\$14,484.66	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



Town of Bashaw Budget Variance Report TO NOVEMBER 30, 2025

Printed on: 2025-12-10

Printed by: Darlene Tucker

G/L Number	Description	2024 Actual	Actual Date Range	2025 YTD	2025 Budget	Remaining	Budget Used %
Account Group: 50 EXPENSES - Amortization							
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%
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 50 EXPENSES - Amortization Totals		\$454,066.49	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Account Group: 52 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%
6-41-02-630-14	Meter Reading Tool	\$0.00	\$965.00	\$965.00	\$0.00	(\$965.00)	0.00%
Account Group 52 FINANCES APPLIED Totals		\$0.00	\$965.00	\$99,765.00	\$0.00	(\$99,765.00)	0.00%
Report Totals		\$484,943.48	\$95,759.38	(\$801,990.42)	\$1,502.51	\$803,137.03	27,056.66%

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	December 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.1 Bashaw & District Agricultural Society Arena Transition Proposal

Background/Proposal:

The Bashaw & District Agricultural Society has provided an Arena Transition proposal. The proposal has potential to work.

Discussion/Options/Benefits/Disadvantages:

January – March 31, 2026 – Would be under a Memorandum of Understanding.

The Bashaw Ag Society requires the following from the town:

- Payment of the Camrose County contribution for operations (2026) amount
- Provision of staffing support for the weekend of January 10, and 11, 2026. They do plan to be on site, however, would like support as it is a busy tournament weekend.
- Provide and emergency operator "if needed" for the month of January

Repairs:

The Analysis report has a list of repairs. The Bashaw Ag Society would like the town to provide funds for the repairs. The list has several capital items that the town may need to plan for.

Administration can include some of the lower cost items in the operating budget. The higher cost items would need to be included in the capital budget.

Formal Agreement would be signed by March 31, 2026. The Bashaw & District Ag Society would proceed under agreement with the town, the operations of the arena.

Costs/Source of Funding (if applicable)

Operating Budget

Capital items – Capital budget

Applicable Legislation:

MGA Section (3) b.

Recommended Action:

Administration recommends the following:

MOVED BY _____ to direct administration to generate a memorandum of understanding with the Town of Bashaw & the Bashaw & District Agricultural Society to operate the Bashaw Arena based on the proposal presented (or as amended) to/by Council at the December 17, 2025, Regular meeting of Council.

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

Community Engagement Consideration:

The administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

MEMORANDUM OF UNDERSTANDING

BETWEEN

The Town of Bashaw

Hereinafter referred to as (the Town)

And

The Bashaw & District Agricultural Society

Hereinafter referred to as the (Ag Society)

Purpose: The Memorandum of Understanding (MOU) between the Town and the Ag Society is to support the transition of the Bashaw Arena Operations to the Bashaw & District Agricultural Society.

Scope: This MOU will outline each organization's responsibilities for the Arena Operations and Management from January 1, 2026 – March 31, 2026.

This Memorandum of Understanding commences on January 1, 2026, and ends of March 31, 2026.

The Ag society would like to proceed with providing a Caretaker for the Bashaw Arena in 2026.

Town Obligations: (January – March 31, 2026)

The town hereby agrees to provide the following:

- Provide training
- Provide the Camrose County recreation contribution to the Bashaw & District Agricultural Society
- Maintain the building, provide consumable supplies, pay the utilities, provide funds for repairs.
- Continue with ice use scheduling, billing and collect the funds from all user groups that access the facility.
- Continue to do rounds, inspect ice plant, brine system, etc.
- Provide funding for some basic repairs to be completed during this time period. The Ag Society to provide a list of repairs, and approximate costs for budget purposes.
- Administration will have authority to determine which items will be included in the town operating budget.
- Provide an emergency operator "if needed" for the month of January
- To operate the arena over the weekend of January 10,11 with the assistance of the Ag Society staff
- Insure the building.

Bashaw Ag Society Obligations: (January – March 31, 2026)

The Bashaw Ag Society hereby agrees to provide the following:

- Provide operators to manage and operate the Bashaw Arena
- Operators will begin role during the week of January 5th
- Create a staff schedule for operations
- Collaborate with staff regarding ice bookings
- Pay their operators with the funds from the Camrose County contribution for arena operations.
- Obtain their own insurance policy for operations/their staff.
- Communicate with town staff for purchases of propane, and other consumables.
- Provide a copy of the policy to the town prior to January 1, 2026.

Town of Bashaw

Mayor Cindy Orom

Date:

CAO, Theresa Fuller

Date:

Bashaw & District Agricultural Society

Print Name of President

Signature

Date:

Print Name of Secretary

Signature

Date:



Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	December 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Arena Repair Report – Payment Discussion

Background/Proposal:

Chad Hildebrant, Dallas Bergstrom and several other people from the community stepped forward to assist with the arena repairs.

They have provided an Analysis report that includes their time, and costs to complete the repairs. They worked round the clock to get the facility operational as quickly as possible.

The community, staff and council appreciate these efforts.

Discussion/Options/Benefits/Disadvantages:

The total cumulation of the cost is \$ 34, 205.00.

When they stepped forward with their repair proposal, it was presented as a volunteer project, with potential for consideration of payment. The town would have needed to pay repair costs, they were able to complete it faster within their volunteer project.

In administration's opinion, the cost is comparable to what the town would have had to pay for the repairs.

Formal payment request has not been received. The information has been shared, and the payment would be up to council decision, as originally it was a volunteer proposal.

The payment could be funded through the unrestricted cash surplus. We are at a total of \$142,000.00 for this year and have approximately \$ 921,406.00 as unrestricted cash surplus.

Costs/Source of Funding (if applicable)

Unrestricted cash surplus

Applicable Legislation:

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

Recommended Action:

MOVED BY _____ to approve payment of _____ to Bashaw Concrete for the arena repairs completed in October 2025 to be funded from the Unrestricted cash surplus.

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

Community Engagement Consideration:

The administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

Town of Bashaw

**Request for Decision**

Meeting:	Regular Council
Meeting Date:	December 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 2026 Interim Budget

Background/Proposal:

The 2026 Interim budget is enclosed for review. The Interim budget is based on the 2025 budget.

Administration will provide a detailed breakdown for final approval within the first quarter of 2026. The council will have the opportunity to implement changes prior to final approval.

The full budget is included for reference and to share the format with new council members.

Discussion/Options/Benefits/Disadvantages:

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

Budget Impacts:

- Local Government Fiscal framework Capital Funding allocations:

2025	2026
\$ 300, 508.00	\$317, 976.00

- As per the Capital plan, we plan to use these funds for the next infrastructure project, on 49 Street, from 46 Avenue to 49 Avenue
- Local Government Fiscal Framework Operating funding allocations are anticipated to remain the same at \$ 118, 190.00, no reports of increases for the 2026 allotment.
- They have changed criteria, municipalities are not allowed to have a carryforward, all funds are required to be spent before December 31 of the year they are issued.

Costs/Source of Funding (if applicable)

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

Applicable Legislation:

MGA 242 (1) and (2)

Council must adopt an operating budget for each calendar year.

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

Recommended Action:

Administration requests Council approve the 2026 Interim Operating Budget.

MOVED BY _____ to approve the 2026 Town of Bashaw Interim Operating Budget as presented.

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

Community Engagement Consideration:

The administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

TOWN OF BASHAW
2026 INTERIM OPERATING BUDGET

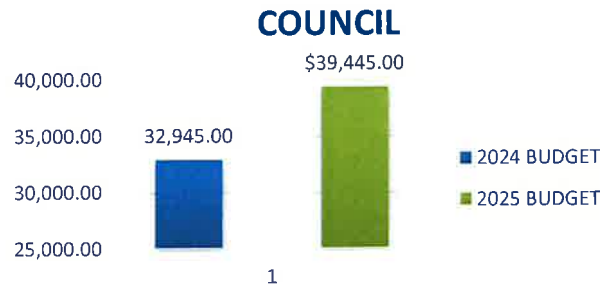
RECREATION DEPARTMENTS			
TOURISM - Community Services Tab	0.00		3,048.95
RECREATION FACILITIES & PROGRAMS	-101,945.00		216,033.15
PARKS - PW Tab	-3,200.00		78,944.18
COMMUNITY CENTRE - PW Tab			61,857.78
MUSEUM Community Services Tab			500.00
TOTAL RECREATION DEPARTMENTS	\$ (105,145.00)	\$ 360,384.06	\$ 255,239.06

SIGNED: _____
CAO THERESA FULLER

Council Legislative

Town of Bashaw
Approval Date - May 21, 2025

ACCOUNT	DESCRIPTION	2024 Actual	2024 BUDGET	2025 BUDGET
EXPENSES				
COUNCIL & OTHER LEGISLATIVE				
2-11-00-130-40	Canada Pension Plan - Councillors	\$1,199.86	\$1,300.00	\$1,300.00
2-11-00-130-44	AMSC Insurance & Health Benefits - Council	\$815.40	\$850.00	\$850.00
2-11-00-151-00	Meeting Fees - Council	\$22,321.43	\$22,500.00	\$22,500.00
	Council AUMA CONFERENCE			
2-11-00-211-00	Travel, Subsistence & Course Fees - Council	\$0.00	\$0.00	\$5,000.00
2-11-00-230-00	Professional Services			
2-11-00-290-00	Election Fees	\$0.00	\$0.00	\$1,500.00
2-11-00-510-00	Council Supplies	\$512.86	\$500.00	\$500.00
2-11-00-770-00	Community Contributions	\$5,967.87	\$7,795.00	\$7,795.00
	LEGION			\$40.00
	CHAMBER OF COMMERCE			\$155.00
	BUS SOCIETY			\$5,000.00
	GRADE 7			\$50.00
	GRADE 5			\$50.00
	STAFF FUNCTIONS			\$2,000.00
	INCIDENTALS			\$500.00
TOTAL		\$30,817.42	32,945.00	\$39,445.00
			DIFFERENCE	19.73%



General Administration

Town of Bashaw

ACCOUNT	DESCRIPTION	LAST YR ACTUAL 2024	2024 BUDGET	2025 BUDGET <i>enter revenue as negative</i>
REVENUES				
TAXES				
1-00-00-110-00	Residential	-623,560.69		
1-00-00-110-01	Non-Residential	-179,506.67		
1-00-00-110-03	Machinery and Equipment	-19,968.85		
1-00-00-110-04	Linear	-23,779.94		
1-00-00-110-05	Railway	-1,829.12		
1-00-00-110-06	Farmland	-134.45		
1-00-00-110-07	Adjustments to Property Taxes			
1-00-00-110-08	Camrose & District Lodge Authority	-2,691.82	-\$2,695.00	-\$3,240.00
1-00-00-110-09	Alberta School Foundation - ASFF	-224,699.87	-\$224,855.89	-\$261,876.36
1-00-01-110-00	Residential Grants in Lieu	-2,415.92		
1-00-01-110-01	Non-Residential Grants in Lieu	-16,001.96		
1-00-00-110-10	Designated Industrial Properties (DIP)	-188.26	-\$188.33	-\$189.36
		-1,094,777.55	-227,739.24	-\$265,305.72
OTHER REVENUE FROM OWN SOURCES				
1-00-00-510-00	Penalties and Costs on Taxes	-38,320.27	-\$34,000.00	-\$35,000.00
1-00-00-530-00	Fines Issued	-787.00	-\$2,500.00	-\$1,000.00
1-00-00-540-00	Franchise Fees	-64,544.17	-\$63,636.00	-\$67,035.00
1-00-00-550-00	Return on Investments	-81,037.89	-\$51,000.00	-\$45,000.00
1-00-00-740-00	Provincial Unconditional Grants			
		-184,689.33	-\$151,136.00	-\$148,035.00
NON FUNCTIONAL REVENUE CONDITIONAL GRANTS				
1-00-00-830-00	Federal Conditional Grant			
1-00-00-840-00	Provincial Conditional Grant	-144,262.00	-\$118,190.00	-\$118,190.00
1-00-00-910-00	Reserves Transferred to Operating		-\$59,000.00	
		-144,262.00	-\$177,190.00	-\$118,190.00
UNCONDITIONAL GRANTS				
TOTAL GENERAL MUNICIPAL		-1,423,728.88	-556,065.24	-\$531,530.72
GENERAL ADMINISTRATIVE REVENUES				
1-12-00-410-00	General Services and Supplies Revenues	-3,017.27	-\$2,500.00	-\$2,800.00
1-12-00-520-00	Licenses and Permits	-1,198.66	-\$100.00	-\$200.00
1-12-00-560-00	Rentals and Lease Revenue COLLECT GS	-20,844.54	-\$18,800.00	-\$20,500.00
1-12-00-590-00	Other Revenue	-5,258.20	-\$3,000.00	-\$4,000.00
1-12-00-840-00	provincial conditional grant			
	TOTAL ADMINISTRATIVE REVENUE	-30,318.67	-\$24,400.00	-\$27,500.00
UTILITY PENALTIES				
1-45-00-510-00	Utility Penalty	-9,187.09	-\$12,000.00	-\$9,000.00
		-9,187.09	-\$12,000.00	-\$9,000.00
MUNICIPAL PLANNING, ZONING & DEVELOPMENT				
1-61-00-520-00	Development Permits	-1,480.00	-\$1,800.00	-\$1,200.00
1-61-00-840-00	Economic Development Provincial Grant	-41,521.45	-\$90,000.00	-\$58,863.23
		-43,001.45	-\$1,800.00	-\$60,063.23
SUBDIVISION LAND & DEVELOPMENT				
1-66-00-464-00	Sales of Land	-29,047.62	0.00	0.00
		-29,047.62	0.00	0.00

General Administration

OFFICE RENT

1-69-00-560-01	Office Rent	-7284.03	-6,559.62	-8,384.00
		-7,284.03	-6,559.62	-8,384.00
	TOTAL REVENUE	-1,542,567.74	-600,824.86	-636,477.95

GENERAL ADMINISTRATION & OTHER

Distribution Sheet

2-12-00-110-00	Salaries - Office Staff	184,179.01	\$181,050.80	\$181,649.83
2-12-00-110-00	CAO Council Meetings			
2-12-00-130-40	Employer Cost CPP	11,064.92	\$11,302.08	\$11,942.33
2-12-00-130-41	Employer Cost Employment Insurance	3,774.16	\$3,768.18	\$3,844.43
2-12-00-130-43	Employer Cost LAPP	18,885.59	\$18,174.24	\$18,198.06
2-12-00-130-44	Employer Cost - AMSC	15,620.78	\$13,631.51	\$16,947.36
2-12-00-130-45	Workers Compensation	5,627.70	\$4,706.84	\$6,556.09
2-12-00-130-46	R.R.S.P. Contribution	592.96	\$709.80	\$615.16
2-12-00-140-00	Administrative Course Fees	2,582.00	\$2,650.00	\$13,000.00
2-12-00-211-00	Travel & Subsistence	1,971.94	\$1,500.00	\$1,200.00
2-12-00-215-00	Freight, Postage, Phone & Land Titles	8,061.86	\$8,345.00	\$8,100.00
2-12-00-220-00	Advertising, Printing, Subscriptions	1,756.54	\$1,400.00	\$1,800.00
2-12-00-225-00	Municipal Memberships	3920.24	3,797.50	3,975.00
	GFOA & CAMA		470.00	
	LGAA		550.00	
	RMA		115.00	
	AUMA		2,000.00	
	Central AB Mayor & Midsized towns		400.00	
	CLGM		440.00	
2-12-00-230-00	Professional & Consulting Services	68,385.28	69,440.40	72,029.72
	Edge Website host and Domain renewal		600.00	
	Assessor fees (must)/Camalot fees		14,700.00	
Trinus	Web hosting - email (must)		2,651.40	
Trinus	Server Monitoring and updates (must)		22,500.00	
Trinus	PDF fillable software		420.00	
	Voyent Alert		2,400.00	
	Diamond Maintenance Plan		13,700.00	
	Utility Safety Membership (Click Before You Dig)		\$200.00	
	Silversmith (GIS Mapping System)		1500.00	
	R&R software conversion		10858.32	
	Mediation Fee.Arbitration		2,500.00	
2-12-00-230-20	Professional Fees - Audit	27,885.00	22,100.00	28,000.00
2-12-00-230-21	- Engineering	0.00	2,000.00	2,000.00
2-12-00-230-22	- Legal	\$3,895.50	10,000.00	10,000.00
2-12-00-240-00	Maintenance - Janitor	\$0.00	0.00	
2-12-00-250-00	Repairs & Maintenance	\$5,276.64	12,100.00	5,000.00
2-12-00-274-00	Insurance	\$30,230.12	29,980.12	31,810.83
2-12-00-510-00	General Office Supplies	\$3,831.88	9,930.00	4,800.00
	Paper		2,000.00	
	Breakroom supplies		300.00	
	Office supplies		2,500.00	
	Trinus - Computer Replacement			
2-12-00-540-50	General Administration Power	\$2,127.69	2,600.00	2,300.00
2-12-00-540-51	General Administration Natural Gas	\$1,757.06	2,100.00	1,900.00
2-12-00-810-00	Bank Charges	\$575.19	600.00	600.00
2-12-00-910-00	Tax Adjustments	\$3,700.21	10,000.00	7,510.66
2-12-00-990-00	Miscellaneous	\$48.00	100.00	50.00
2-12-00-990-01	PENNY	\$0.01	0.50	0.50
2-12-00-290-00	Election and Census Fees	\$0.00		600.00
		\$405,750.28	421,986.97	\$434,429.97
	SUBDIVISION LAND & DEVELOPMENT			
2-66-00-230-00	Subdivision, Land and Development	\$5,633.00	4,500.00	7,000.00
2-66-00-990-00	Cost of Land Sold	\$5,545.83		
2-61-00-230-00	Economic Development Study and Supports	\$39,392.48	90,000.00	58,863.23
		\$50,571.31	4,500.00	65,863.23

General Administration

RENTED BUILDINGS				
2-69-00-250-00	Repairs & Maintenance	\$9,880.55	\$1,000.00	\$1,000.00
2-69-00-540-50	Building Rentals Power	\$1,871.71	\$1,700.00	\$2,000.00
2-69-00-540-51	Building Rentals Natural Gas	\$2,331.09	\$2,600.00	\$2,600.00
		\$14,083.35	5,300.00	\$5,600.00

REQUISITIONS				
2-99-00-750-00	Alberta school Foundation Fund	\$224,855.89	224,855.89	261,876.36
2-99-00-752-00	Camrose Area Lodge Authority	\$2,695.00	2,695.00	3,240.00
2-12-00-230-00	Gov't of Alberta DIP Assessment	\$0.00	188.33	189.36
		<u>\$227,550.89</u>	<u>227,739.22</u>	<u>265,305.72</u>
TOTAL EXPENSES		<u>\$697,955.83</u>	<u>\$659,526.19</u>	<u>\$771,198.92</u>

TOTAL REVENUE LESS TAXES	-373,085.62	-901,783.67
TOTAL EXPENSES LESS REQUISITIONS	\$431,786.97	\$505,893.20
NET	\$58,701.35	-\$395,890.47
	DIFFERENCE	-774.41%



Fire Department

May 7, 2025

Town of Bashaw

ACCOUNT	DESCRIPTION	LAST YR ACTUAL 2024	2024 BUDGET	2025 BUDGET <i>enter revenue as negative</i>
REVENUES				
FIRE FIGHTING & PREVENTIVE SERVICES				
1-23-00-400-00	County Fire Fighting Responses	-15,924.73	-16,900.00	-16,900.00
1-23-00-400-01	Motor Vehicle Responses	-7,099.68	-2,400.00	-6,000.00
1-23-00-400-04	Fire Expenses Recovered	-1,871.25	-3,500.00	-1,800.00
1-23-00-560-00	In Town Fire Revenue	-15,891.75	-4,000.00	-5,500.00
1-23-00-580-00	Public Relations Revenue		\$0.00	\$0.00
1-23-00-590-00	Other Revenue - Donations	-4,600.00		
1-23-00-850-00	Annual County Shared Service Funding	-26,700.63	-26,700.63	-26,416.91
1-23-00-850-01	Annual Training Shared Service Funding	-1,000.00	-1,000.00	-1,000.00
1-23-00-850-02	Annual Pager Maintenance Shared Service Funding	-500.00	-500.00	-500.00
1-23-00-850-03	Annual Firefighter Shared Service Funding	-1,689.18	-1,680.00	-1,700.00
1-23-00-850-04	Annual Personal Protective Eqpt. Shared Service	-4,252.33	-3,800.00	-4,898.00
1-23-00-850-06	Annual County Funding Emergency Dispatch	-5,830.14	-5,831.00	-5,831.00
1-23-00-840-00	PROV GRANTS	-11,166.49	-12,879.00	\$0.00
1-23-00-860-00	Grants from Private Organizations	-14,036.67	-15,000.00	\$0.00
	TOTAL FIRE REVENUE	-110,562.85	-94,190.63	-70,545.91
EXPENSES				
FIRE FIGHTING & PREVENTIVE SERVICES				
2-23-00-110-00	Administration	\$7,487.84	\$8,437.44	\$8,347.43
2-23-00-130-00	Employer Contribution - A.M.E.& Seaboard	\$2,921.58	\$3,300.00	\$3,000.00
2-23-00-159-00	Deputy Fire Chief Fees	\$2,100.00	\$2,100.00	\$2,100.00
2-23-00-159-01	Fire Chief Honorarium	\$3,000.00	\$3,000.00	\$3,000.00
2-23-00-159-02	Firefighter Honorarium	\$40,267.00	\$37,600.00	\$38,000.00
2-23-00-159-03	Regional Fire Service Coordinator	\$451.75	\$0.00	\$0.00
2-23-00-211-00	Travel & Subsistence	\$433.20	\$500.00	\$500.00
2-23-00-215-00	Telephone & (Monitoring = \$311.40 per year) Ipad Data	\$5,181.74	\$4,700.00	\$3,800.00
2-23-00-215-01	Pager Repair & Maintenance	\$451.75	\$410.00	\$460.00
2-23-00-216-00	Freight & Postage	\$366.66	\$250.00	\$250.00
2-23-00-217-00	Dispatch	\$7,773.50	\$7,800.00	\$7,773.50
2-23-00-220-00	Office Printing & Advertising	\$0.00	\$150.00	\$0.00
2-23-00-220-01	Public Relations	\$0.00	\$0.00	\$0.00
	Incidentals			\$0.00
2-23-00-225-00				
2-23-00-239-00	Fire Mutual Aid	\$0.00	\$1,300.00	\$1,300.00
2-23-00-250-00	Fire Hall Maintenance	\$5,789.20	\$3,000.00	\$2,000.00
	Some funds for basic repairs, etc.			\$2,000.00
2-23-00-274-00	Building Insurance	\$2,289.03	\$2,289.03	\$2,475.51
2-23-00-274-01	Vehicle & Mobile Equipment Insurance	\$1,910.00	\$1,415.00	\$1,487.00
2-23-00-510-00	General Supplies	\$28,831.49	\$30,579.00	\$4,575.00
	Administrative Stationary items, garbage bags			\$275.00
	Hose, supplies, basic operations items			\$2,000.00
	Jaws of Life service and fuel			\$1,400.00
	Consumable inventory; floor dry, mask wipes,			\$900.00
2-23-00-521-03	Town Fire Truck (1992)Volvo Repairs & Maint	\$2,904.76	\$2,500.00	\$3,100.00
2-23-00-521-40	Fuel Urban Fire Vehicles (Town)	\$141.57	\$400.00	\$400.00
2-23-00-521-50	Fuel County Fire Vehicles & Equipment	\$3,804.66	\$2,300.00	\$3,900.00
2-23-00-522-01	County Fire Truck - Repairs & Maintenance	\$2,277.25	\$0.00	\$0.00
2-23-00-522-02	County Rescue Van - Repairs & Maintenance	\$0.00	\$0.00	\$0.00
2-23-00-522-03	County Water Truck 96 Mack - Repairs & Maintenance	\$0.00	\$0.00	\$0.00
2-23-00-522-04	County Wildland Fire Truck	\$286.85	\$0.00	\$0.00
2-23-00-523-00	Personal Protective Equipment Repairs & Maintenan	\$14,375.90	\$16,500.00	\$16,996.00
	SCBA Harness			\$2,600.00
	Annual Recert SCBA			\$4,600.00
	2 head to toe bunker gear			\$9,796.00
	2 SCBA tanks			

Fire Department May 7, 2025

2-23-00-540-32	Training	\$378.29	1,500.00	\$4,000.00
	S courses and Q-air endorsement			\$4,000.00
2-23-00-540-50	Fire Protection Power Fire Hall	\$2,244.27	\$2,100.00	\$2,400.00
2-23-00-540-51	Fire Protection Natural Gas Fire Hall	\$3,151.92	\$4,000.00	\$3,500.00
2-23-00-580-00	Fire Fundraising Expenses	0.00	\$0.00	\$0.00
2-23-00-770-01	Grants to Organization			
	TOTAL EXPENSES	138,820.21	136,130.47	\$113,364.44
	TOTAL REVENUE		-\$94,190.63	-\$70,545.91
	TOTAL EXPENSES		\$136,130.47	\$113,364.44
	NET		\$41,939.84	\$42,818.53
			DIFFERENCE	2.10%



Community Services

ACCOUNT	DESCRIPTION	LAST YR ACTUAL	2024 BUDGET	2025 BUDGET
	REVENUES	2024		
	BYLAW SERVICES			
1-26-00-520-00	Building Permit Fees	-1765.63	-3,000.00	-1,500.00
1-26-00-525-00	Animal Licenses & Fines	-2833.15	-3,000.00	-2,000.00
		-4,598.78	-6,000.00	-3,500.00
	FAMILY & COMMUNITY SUPPORT SERVICES			
1-51-00-840-01	F.C.S.S. Provincial Conditional Gra	-25,658.93	-25,698.53	-25,658.93
1-51-00-850-01	F.C.S.S. Camrose County Requisiti	-\$31,625.89	-31,625.89	0.00
		-57,284.82	-57,324.42	-25,658.93
	CEMETERIES & CREMATORIUMS			
1-56-00-410-00	Cemetery Revenue	-4,660.00	-3,500.00	-3,500.00
1-56-00-860-00	Contributions from Organizations			
1-56-00-840-00	Cemetery Prov Cond Grant			
		-4,660.00	-3,500.00	-3,500.00
	TOURISM			
1-62-00-410-00	Sale of Promotional Items	-5.81	0.00	0.00
1-74-10-590-01	Museum Donations	0.00		0.00
		-5.81	0.00	0.00
	TOTAL COMM SERVICE REVENUE	-\$66,549.41	-66,824.42	-32,658.93
	EXPENSES			
	BYLAW SERVICE			
2-26-00-110-00	Bylaw Enforcement Salaries	4,730.00	4,400.00	4,800.00
2-26-00-230-00	Cat and Dog Control Fees	5,310.62	4,000.00	6,500.00
2-26-00-250-00	Building Inspector	0.00	0.00	0.00
2-26-00-330-00	Weed Inspector	0.00	0.00	0.00
2-26-00-230-01	Policing expenses	43,840.75	43,084.00	44,386.00
		53,881.37	51,484.00	55,686.00
	PREVENTIVE SOCIAL SERVICES			
2-51-00-755-00	Contribution to FCSS	\$63,699.55	63,699.55	32,073.66
	BDSS & BYF			
		63,699.55	\$63,699.55	32,073.66
	BASHAW MEDICAL CLINIC			
2-53-00-110-00	Medical Clinic Expenses	0.00	0.00	0.00
		0.00	0.00	0.00

Community Services

CEMETERIES & CREMATORIUMS

2-56-00-112-00	Public Works Salaries	1,117.53	3,070.92	3,329.25
2-56-00-136-00	Cemetery Payroll Expenses	0.00	0.00	
2-56-00-230-00	Cemetery - Professional Services	9,999.02	15,000.00	15,000.00
2-56-00-250-00	Cemetery - Repairs & Maintenance	1,302.20	700.00	1,350.00
2-56-00-274-00	Cemetery Insurance	8.00	8.00	9.00
2-56-00-520-59	Mobile Unit 412 Cub 725CC Mowe	0.00	50.00	0.00
2-56-00-521-59	Mobile Unit 412 Fuel Cub 725CC Mower	0.00	50.00	0.00
		12,426.75	18,878.92	19,688.25

TOURISM

2-62-00-215-00	Freight, Postage, Telephone	1,171.08	1,200.00	1,200.00
2-62-00-220-00	Tourism - Advertising	935.35	2,000.00	1,000.00
2-62-00-274-00	Tourist Information Centre Insura	316.45	316.45	348.95
2-62-00-250-00	Tourism Repairs & Maintenance	0.00	500.00	500.00
2-62-00-510-00	General Goods and Supplies	0.00	0.00	0.00
		2,422.88	4,016.45	3,048.95

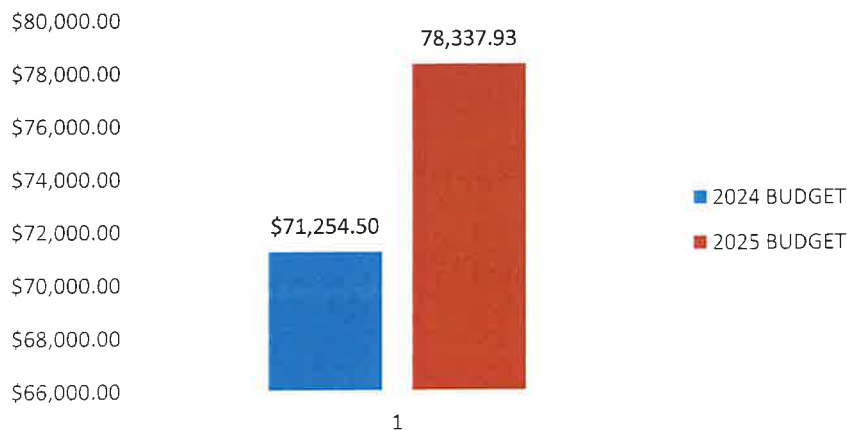
MUSEUM

2-74-10-110-00	Museum Wages	0.00	0.00	0.00
2-74-10-274-00	Museum - Insurance	\$0.00	0.00	0.00
2-74-10-250-00	Museum - Repairs & Maintenance & supplies	437.07	0.00	500.00
		437.07	0.00	500.00

TOTAL COMM SERVICE EXPENSE	132,867.62	138,078.92	110,996.86
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TOTAL REVENUE		-\$66,824.42	-32,658.93
TOTAL EXPENSES		\$138,078.92	110,996.86
NET		\$71,254.50	78,337.93
		DIFF	9.94%

COMMUNITY SERVICE



Public Works

Town of Bashaw

ACCOUNT	DESCRIPTION	LAST YR ACTUAL 2024	2024 BUDGET	2025 BUDGET <i>enter revenue as negative</i>
REVENUES				
ROADS, STREETS, WALKS, LIGHTING				
1-32-00-840-00	Provincial Conditional Grant	0.00		
1-32-00-560-00	Equipment Rental	-120.00	-\$1,000.00	-\$200.00
1-32-00-590-00	Other Revenues	-398.12	-\$1,000.00	-\$400.00
1-32-00-830-00	Provincial Grants & federal grants	0.00	\$0.00	\$0.00
1-32-780-00	Gain/Loss on TCA	0.00		
		-518.12	-\$2,000.00	-\$600.00
AIRPORT				
1-33-00-560-00	Hay Revenue - Airport	-1,360.59	-1,360.59	-1,360.59
1-33-00-561-00	Airport Hangar Lease	-800.00	-800.00	-800.00
		-2,160.59	-2,160.59	-2,160.59
WATER SUPPLY & DISTRIBUTION				
1-41-00-300-00	Water Inspections	0.00	\$0.00	\$0.00
1-41-00-410-00	Sale of Water (Bills)	-461,113.03	-\$446,295.00	-\$466,645.00
1-41-00-411-00	Sale of Water (Bulk)	-14,074.75	-\$9,000.00	-\$14,000.00
1-41-00-590-00	Other Revenue	-8,879.59	-\$8,654.59	-\$17,636.98
1-41-00-830-00	Federal Conditional Grants	-15,864.00		\$0.00
1-41-00-840-00	Provincial Conditional Grant			
		-499,931.37	-\$463,949.59	-\$498,281.98
SANITARY SEWAGE SERVICES & TREATMENT				
1-42-00-239-00	Septic Receiving Station	-13,347.24	-\$11,500.00	-\$12,000.00
1-42-00-410-00	Sewage Services Fees and Charges	-128,809.65	-\$115,000.00	-\$125,000.00
1-42-00-590-00	Other Sewer Revenue	120.00	-\$200.00	-\$200.00
1-42-00-590-01	Flusher Truck	0.00	\$0.00	\$0.00
1-42-00-840-00	Prov & federal grant Cond Grant	-16376.00	\$0.00	\$0.00
		-158,412.89	-\$126,700.00	-\$137,200.00
GARBAGE COLLECTION & DISPOSAL				
1-43-00-410-00	Garbage Coll. & Disp. & Other Charges	-85,139.28	-\$85,100.00	-\$66,674.28
		-85,139.28	-\$85,100.00	-\$66,674.28
RECYCLING REVENUE				
1-44-00-410-00	Recycling Revenue	0.00	\$0.00	\$0.00
		0.00	0.00	\$0.00
RECREATION FACILITIES & PROGRAMS				
SEE RECREATION TAB				
PARKS				
1-72-00-400-00	Parks Revenue	-3,463.57	-\$5,000.00	-\$3,200.00
1-72-00-860-00	Grants - Other Organizations	-2,500.00	\$0.00	\$0.00
		-5,963.57	-\$5,000.00	-\$3,200.00
TOTAL REVENUE		-752,125.82	-684,910.18	-\$708,116.85
EXPENSES				
DISASTER SERVICES & EMERGENCY MEASURES				
2-24-00-215-00	Freight, Postage, Phone EOC Centre	10.00	\$50.00	\$50.00
2-24-00-510-00	General Office Supplies	0.00	\$0.00	\$100.00
2-24-00-540-00	Disaster Services & Training	0	\$0.00	\$1,000.00
		10.00	50.00	\$1,150.00

Public Works

SHOP				Distribution
				Sheet
2-31-00-110-00	Salaries	\$23,638.91	\$12,160.37	\$12,365.00
2-31-00-110-01	Salaries PW Administration Common Service	\$14,752.40	\$11,513.69	\$12,573.60
2-31-00-130-40	Employer Cost CPP & Benefits	\$11,715.29	\$12,933.76	\$11,009.66
2-31-00-130-41	Employer Cost Employment Insurance	\$4,303.51	\$4,539.35	\$4,009.38
2-31-00-130-43	Employer Cost LAPP	\$13,407.69	\$18,300.13	\$19,177.00
2-31-00-130-44	Employer Cost - AMSC	\$14,951.99	\$13,948.01	\$17,657.24
2-31-00-130-45	Workers Compensation Board	\$5,627.65	\$5,188.59	\$7,519.05
2-31-00-140-00	Course Fees			\$4,000.00
2-31-00-190-00	Safety Equipment and Clothing	\$2,492.44	\$3,852.00	\$5,650.00
	Coveralls			\$800.00
	Gloves			\$200.00
	Safety Glasses			\$100.00
	Reflective Vests			\$200.00
	Hearing protection			\$650.00
	Boots			\$450.00
	First aid kit shop			\$50.00
	site Docs Safety software			\$2,950.00
	Blackline pause fee			\$250.00
2-31-00-215-00	Freight, Postage & Phone	\$3,197.22	\$3,401.00	\$3,401.00
	Telephone			\$1,575.00
	On-Call Cell Phone			\$710.00
	Radio License			\$106.00
	Foreman /DEM Cell Phone			\$710.00
	FREIGHT			\$300.00
2-31-00-250-00	Repairs and Maintenance	\$3,142.20	\$3,000.00	\$3,000.00
	Other Repairs			\$1,500.00
	Light fixture replacement x 4			\$600.00
	Fire Extinguisher Inspection			\$900.00
2-31-00-274-00	Insurance	\$1,819.40	\$1,819.40	\$1,968.48
2-31-00-510-00	General Supplies	\$2,912.40	3,000.00	\$3,000.00
	Coffee Supplies			\$400.00
	Cleaning Products			\$300.00
	Light Bulbs			\$100.00
	Office Supplies			\$300.00
	Acetylene & Oxygen			\$150.00
	Bolts & Hardware			\$600.00
	Welding Rods			\$350.00
	Paint			\$300.00
	General Supplies			\$500.00
2-31-00-510-63	Shop Tools	\$2,810.22	\$2,500.00	\$2,500.00
	Tools			\$2,500.00
2-31-00-531-00	Gas and Oil	\$343.62	\$300.00	\$350.00
2-31-00-540-50	Campus Energy Power - Shop	\$2,728.68	\$2,800.00	\$2,800.00
2-31-00-540-51	Access Gas Natural Gas Shop	\$4,623.94	\$5,000.00	\$5,000.00
		\$112,467.56	\$104,256.30	\$115,980.41
ROADS, STREETS, WALKS, LIGHTING				
2-32-00-110-00	Salaries & Wages + STEP	\$59,829.52	\$68,834.35	\$58,047.74
2-32-00-110-64	Flusher Truck Man Hours			\$0.00
2-32-00-140-00	Public Works Course Fees - Streets	\$536.45	\$3,800.00	\$3,500.00
	Staff Class 3 training			\$3,500.00
2-32-00-111-11	STEP			
2-32-00-211-00	Streets Travel & Subsistence	\$0.00	\$400.00	\$800.00
2-32-00-215-00	Freight, Postage, Phone	\$1,031.12	\$1,000.00	\$1,100.00
2-32-00-250-00	Road & Street Contract with Non-Govt	\$37,050.00	\$0.00	\$8,000.00
2-32-00-270-00	Misc. General Services		\$0.00	
2-32-00-274-00	Insurance	\$5,390.00	\$5,362.00	\$4,475.00
2-32-00-510-00	General Goods & Services	\$23,259.36	\$14,750.00	\$10,300.00
	Street Signs and Posts, line paint			\$3,300.00
	Beet Root - Street Ice Melt			\$2,200.00
	Crackfill product - 2 tote			\$4,000.00
	Oil and Glycol recycle			\$0.00
	Replacement Christmas decorations? Do we need more?			\$0.00
	FLAGS			\$800.00

Public Works

2-32-00-520-00	Equipment, Machines, Parts & Supplies	\$1,317.21	\$200.00	\$1,000.00
2-32-00-520-42	Mobile 402 2012 Ford Supercab 1/2 Ton	\$7,324.73	\$400.00	\$1,200.00
2-32-00-520-43	Mobile 403 - 2013 Ford 550 - Landscape Truck	\$1,115.99	\$800.00	\$2,600.00
2-32-00-520-44	Mobile 404 - Sander	\$138.39	\$700.00	\$500.00
2-32-00-520-46	Mobile 406 - JOHN DEERE TC44H WHEEL LOADER	\$6,000.47	\$6,000.00	\$4,000.00
2-32-00-520-47	Mobile 407 - GRADER J.D. 570 A	\$11,324.91	\$9,400.00	\$5,000.00
2-32-00-520-48	Mobile 408 - Kubota M60	\$2,395.90	\$3,500.00	\$3,000.00
2-32-00-520-49	Mobile 409 - Ford Sicklemower	\$0.00	\$0.00	\$100.00
2-32-00-520-51	Lawn Mowers 510-12	\$0.00	\$500.00	\$500.00
2-32-00-520-52	Water Pumps 510-12	\$0.00	\$50.00	\$0.00
2-32-00-520-53	Whacker Packer	\$0.00	\$0.00	\$50.00
2-32-00-520-54	Chain Saw	\$98.90	\$50.00	\$250.00
2-32-00-520-55	Mobile 410 - Peterbilt	\$3,883.33	\$8,000.00	\$5,000.00
2-32-00-520-56	Mobile 411 - Kubota B 7610 Tractor	\$1,445.59	\$1,000.00	\$1,200.00
2-32-00-520-57	Mobile 412 2018 - Kubota ZD 1211 Mower	\$829.10	\$1,700.00	\$1,000.00
2-32-00-520-58	Mobile 413 Steamer	\$200.58	\$1,400.00	\$250.00
2-32-00-520-60	Mobile 415 - Generator	\$0.00	\$500.00	\$250.00
2-32-00-520-61	Mobile 416 - J.D. E12 FLEX WING	\$545.50	\$500.00	\$500.00
2-32-00-520-62	Mobile 417 - 2003 GMC 4 X 4	\$2,476.69	\$1,200.00	\$500.00
2-32-00-520-63	Mobile 419 - 2007 Kubota mower	\$2,753.22	\$1,000.00	\$1,500.00
2-32-00-520-65	Mobile 421 Baldor Generator	\$0.00	\$400.00	\$400.00
2-32-00-520-66	Mobile 426 Bobcat A770	\$3,060.48	\$1,200.00	\$1,500.00
2-32-00-520-67	Mobile 427 Chev Silverado 1/2 Ton 2016			\$1,000.00
2-32-00-520-68	Mobile 428 Chev Silverado 1/2 Ton 2018			\$1,000.00
2-32-00-521-42	Fuel - Mobile 402 2012 Ford Supercab 1/2 Ton	\$2,953.76	\$3,200.00	\$1,000.00
2-32-00-521-43	Fuel - Mobile 403 2013 Ford 550	\$2,616.08	\$2,600.00	\$2,600.00
2-32-00-521-46	Fuel - Mobile 406 & 409 was put here 146.50	\$4,811.54	\$3,500.00	\$4,800.00
2-32-00-521-47	Fuel - Mobile 407 Grader	\$3,353.37	\$3,500.00	\$3,500.00
2-32-00-521-48	Fuel - Mobile 408 Kubota	\$517.66	\$1,000.00	\$550.00
2-32-00-521-51	Fuel - Lawn Mowers	\$206.28	\$210.00	\$215.00
2-32-00-521-52	Fuel - Water Pumps	\$0.00	\$600.00	\$500.00
2-32-00-521-53	Fuel - Wacker Packer	\$0.00	\$20.00	\$20.00
2-32-00-521-54	Fuel - Chain Saw	\$0.00	\$50.00	\$50.00
2-32-00-521-55	Fuel - Mobile 410 Peterbilt	\$427.10	\$2,000.00	\$2,000.00
2-32-00-521-56	Fuel - Mobile 411 Kubota B 7610 Tractor	\$722.67	\$500.00	\$750.00
2-32-00-521-57	Fuel - Mobile 412 2018 Kubota ZD1211 Mower	\$1,060.11	\$900.00	\$1,100.00
2-32-00-521-58	Fuel - Mobile 413 Steamer	\$120.99	\$500.00	\$300.00
2-32-00-521-61	Fuel - Mobile 415 Generator	\$0.00	\$700.00	\$700.00
2-32-00-521-62	Fuel - Mobile 417 2003 GMC 4 x 4	\$3,816.08	\$4,500.00	\$1,000.00
2-32-00-521-63	Fuel - Mobile 419 Husqvarna Mower	\$356.91	\$500.00	\$500.00
2-32-00-521-64	Fuel - Mobile 420 Flusher Truck - rental from Rosalind	\$743.98	\$500.00	\$750.00
2-32-00-521-65	Fuel - Mobile 421 Baldor Generator	\$0.00	\$700.00	\$700.00
2-32-00-521-66	Fuel - Mobile 426 Bobcat A770	\$1,833.05	\$1,500.00	\$2,000.00
2-32-00-521-67	Fuel - Mobile 427 Chev Silverado 1/2 Ton 2016			\$3,300.00
2-32-00-521-68	Fuel - Mobile 428 Chev Silverado 1/2 Ton 2018			\$2,200.00
2-32-00-530-00	Construction, Maint. Supplies & Repairs	\$1,793.27	\$13,500.00	\$16,000.00
	Pot hole spray patching			\$3,500.00
	Pot hole Patching Material Large areas			\$10,000.00
	Culvert near Lot 12 (Bashaw Concrete)			\$2,500.00
2-32-00-532-00	Grounds Materials/Trees	\$1,459.00	\$4,400.00	\$4,800.00
	Contracted tree trimming			\$2,600.00
	Chemical for weeds			\$1,000.00
	Tow behind weed sprayer			\$1,200.00
2-32-00-535-00	Sidewalk replacement	\$5,937.80	\$10,000.00	\$10,000.00
2-32-00-539-00	Dust Control	\$7,896.00	\$5,600.00	\$5,600.00
2-32-00-540-50	Campus Energy Power	\$71,758.88	\$67,000.00	\$72,000.00
2-32-00-610-02	Street Sand	\$0.00	\$200.00	\$1,600.00
		\$284,391.97	260,326.35	\$257,057.73

AIRPORT

2-33-00-250-00	Airport Repairs & Maintenance	\$294.98	2,000.00	2,000.00
2-33-00-274-00	Insurance	\$2,814.56	2,814.56	2,478.16
2-33-00-520-00	Parts & Supplies	\$1,452.54	1,500.00	1,500.00
2-33-00-540-50	Campus Energy Power	\$1,094.71	700.00	1,100.00
		\$5,656.79	7,014.56	7,078.16

STORM SEWERS & DRAINAGE

2-37-00-250-00	Storm Sewer - Repairs & Maintenance	0.00	1,200.00	1,000.00
		0.00	1,200.00	1,000.00

Public Works

WATER SUPPLY & DISTRIBUTION SYSTEM

2-41-00-110-00	Salaries & Wages	\$68,426.15	\$60,455.52	\$62,203.39
2-41-00-140-00	Public Works Course Fees - Water	\$180.00	\$1,540.00	\$737.50
	Banff Seminar			\$152.50
	Entry Level Training			\$206.25
	Excel for Operators			\$183.75
	Math Support for Operators			\$195.00
2-41-00-211-00	Travel and Subsistence	\$2,579.90	\$5,200.00	\$1,820.00
2-41-00-215-00	Freight, Postage, Phone	\$2,826.44	\$4,000.00	\$3,000.00
2-41-00-225-00	Memberships Relating to Water	\$122.14	\$165.00	\$85.71
	3 AWWOA Membership (3 staff)			\$85.71
2-41-00-250-00	Repairs & Maintenance - Treatment & Distribution	\$158,588.74	\$86,300.00	\$68,754.00
	Curb stop Repairs			\$1,500.00
	THM's Tests (4 samples)			\$400.00
	Water leak repair			\$35,070.00
	Distribution Water Test (1 test) lead (new Regulation 2020)			\$1,300.00
	Hydrant Repair parts			\$1,000.00
	Instrument Calibration CL 17 602.80 x 2 Pocket 160. 2100Q 270.			\$2,000.00
	Asphalt - patching water breaks			\$10,000.00
	Nordic Maint Contract WTP(M/U air unit, exhaust, heater)			\$2,584.00
	Generator, Pump Servicing (Sterling) Maint.contr.			\$4,900.00
	Alarm Dialer and installation - Camenex			\$0.00
	Reservoir cleaning			\$10,000.00
2-41-00-274-00	Insurance	\$11,329.77	\$11,329.77	\$12,236.30
2-41-00-350-00	Purchased Bulk Water for Resale	\$314,510.77	\$304,290.00	\$316,395.00
2-41-00-510-00	General Goods & Supplies	\$24,785.26	\$11,620.00	\$18,870.00
	Curb Box Replacement Parts			\$850.00
	Water meters			\$11,000.00
	Neptune 360 software fee.			\$3,720.00
	Clamps And Couplings			\$2,000.00
	Analyzer Supplies			\$1,000.00
	HQ2100 Calibration Kit			\$300.00
2-41-00-540-50	Water Supply & Distribution Power	\$12,678.01	\$13,500.00	\$13,500.00
2-41-00-540-51	Water Supply & Distribution Natural Gas	\$7,614.72	\$8,000.00	\$8,000.00
2-41-00-762-00	Contributed to Capital Functions		\$0.00	
2-41-00-990-00	Adjustments		\$0.00	
2-41-00-831-00	Debenture Interest Payments			
		603,641.90	506,400.29	\$505,601.90

SANITARY SEWAGE SERVICE & TREATMENT

2-42-00-110-00	Salary & Wages	\$9,933.03	\$30,446.18	\$42,541.73
2-42-00-140-00	Public Works Course Fees - Sewer	\$180.00	\$780.00	\$715.00
	Banff AWWOA Seminar			\$152.50
	Entry Level Training			\$206.25
	Excel for Operators			\$183.75
	Math Support for Operators			\$172.50
2-42-00-211-00	Travel and Subsistence	\$634.93	\$1,200.00	\$1,820.00
2-42-00-215-00	Freight, Postage, Telephone	\$1,789.05	\$1,500.00	\$1,800.00
2-42-00-225-00	Memberships Relating to Sewer	\$65.00	\$165.00	\$85.80
	AWWOA/Staff			\$28.60
	AWWOA/Staff			\$28.60
	AWWOA/Staff			\$28.60
2-42-00-239-00	Septic Station Repairs & Maintenance	\$2,034.33	\$1,500.00	\$1,000.00
2-42-00-239-02	Septic Station Supplies	\$0.00	\$200.00	\$200.00
2-42-00-250-00	Repair & Maintenance	\$71,142.26	13,507.00	\$18,672.70
	Fire Extinguisher Inspection			\$100.00
	Gas Detection meter testing and repair			\$1,000.00
	Lagoon Discharge Water testing			\$300.00
	3 Alarm Dialers and installation - Camenex			\$0.00
	Sterling - Preventative maintenance contract			\$5,000.00
	Sterling. Lagoon Pump. 1257 - \$7,272.70			\$7,272.70
	Rosalind Flush Truck Rental			\$5,000.00
2-42-00-274-00	Insurance	\$8,499.44	\$8,499.44	\$9,197.85
2-42-00-510-00	General Goods and Supplies	\$7,840.86	\$11,850.00	\$12,400.00
	Digestco 310.10/pail			\$2,700.00
	Sewer pipe and parts			\$1,000.00
	Lagoon Annual Maintenance treatment and sludge survey			\$8,700.00

Public Works

2-42-00-540-50	Campus Energy Power	\$10,199.81	\$10,200.00	\$10,200.00
2-42-00-540-51	Access Gas Natural Gas	\$2,353.31	\$2,500.00	\$2,500.00
2-42-00-990-00	Adjustments			
		\$114,672.02	\$82,347.62	\$101,133.08

GARBAGE COLLECTION & DISPOSAL

2-43-00-110-00	Salaries and Wages	\$1,829.04	\$5,829.47	\$6,146.56
2-43-00-230-00	Garbage Contract	\$69,816.13	\$74,000.00	\$51,352.00
2-43-00-230-01	Not Used			
2-43-00-250-01	Waste Management Authority-Tipping Fees	\$4,389.46	\$4,200.00	\$4,500.00
2-43-00-525-00	Landfill Monitoring	\$94.83	\$1,000.00	\$400.00
2-43-00-990-00	Adjustments			
		\$76,129.46	85,029.47	\$62,398.56

RECYCLING

2-44-00-274-00	Recycling Trailer Insurance	\$5.00	\$5.00	\$6.00
2-44-00-290-00	Toxic Roundup	\$0.00		\$0.00
2-44-00-510-00	General Goods and Supplies - Recycling	\$0.00		
2-44-00-520-59	Recycling Trailer Repairs #414			
		\$5.00	\$5.00	\$6.00

PARKS

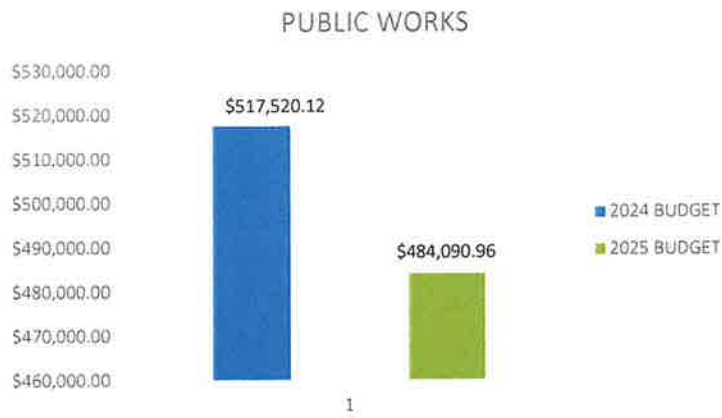
2-72-00-110-00	Salaries & Wages - Parks	\$45,794.13	\$52,245.85	\$34,468.67
2-72-00-111-11	Salaries & Wages - Parks S.T.E.P.	\$0.00	\$9,600.00	\$8,640.00
2-72-00-211-00	Travel & Subsistence	\$0.00	\$300.00	\$300.00
2-72-00-250-00	Parks Repairs & Maintenance (incl pest control)	\$6,887.66	\$4,000.00	\$6,500.00
2-72-00-250-01	Beautification Repairs and Maintenance	\$5,001.50	\$8,000.00	\$8,000.00
2-72-00-274-00	Insurance	\$621.97	\$621.97	\$685.51
2-72-00-510-00	General Goods & Supplies	\$12,359.39	\$8,950.00	\$8,750.00
	Restroom Supplies			\$1,500.00
	Paint			\$550.00
	Cleaning products			\$600.00
	Garbage bags			\$200.00
	Plants			\$800.00
	Main Street Flowers for baskets			\$4,500.00
	Mulch/Dirt			\$600.00
2-72-00-510-01	Beautification Supplies	3,245.10	\$10,000.00	\$10,000.00
2-72-00-540-50	Campus Energy Power - Heritage Park	\$1,515.36	\$1,100.00	\$1,600.00
2-72-00-770-00	Grants to Organizations - Beautification Committee	\$2,489.97	\$0.00	\$0.00
		\$77,915.08	94,817.82	\$78,944.18

COMMUNITY CENTRE

2-74-00-110-00	Community Centre - Wages	\$210.43	\$2,103.94	\$1,996.26
2-74-00-215-00	Community Centre-Static IP	\$1,104.00	\$1,000.00	\$1,104.00
2-74-00-215-01	Community Centre - Xplornet & Telus	\$1,263.72	\$900.00	\$1,265.00
2-74-00-250-00	Community Centre - Repairs & Maintenance	\$35,118.80	\$13,753.88	\$13,755.08
	NORDIC Maintenance Agreement			\$9,955.08
	Furnace Cleaning, or other requirements			\$3,800.00
2-74-00-250-01	Happy Gang - Repairs & Maintenance	0.00	\$500.00	\$500.00
2-74-00-230-00	Community Centre - Special Services; fire inspection		\$0.00	\$0.00
2-74-00-274-00	Community Centre - Insurance	\$11,483.03	\$11,483.03	\$12,418.56
2-74-00-510-01	Community Centre - Supplies	\$0.00	\$100.00	\$0.00
2-74-00-540-50	Power Community Hall Town Share	\$7,808.00	\$11,000.00	\$8,500.00
2-74-00-540-51	Cultural Natural Gas Comm Hall Town Share	\$4,712.68	\$4,500.00	\$5,000.00
2-74-01-540-50	Power - Community Centre 1/2 Share	\$33.57		\$0.00
2-74-01-540-51	Cultural Natural Gas Community Centre 1/2 Share	\$130.98		\$0.00
2-74-01-770-00	Library Contribution	\$15,642.04	\$15,642.04	\$17,318.88
		\$77,507.25	\$60,982.89	\$61,857.78

Public Works

TOTAL PUBLIC WORKS EXPENSES	1,352,397.03	1,202,430.30	\$1,192,207.81
TOTAL REVENUE		-\$684,910.18	-\$708,116.85
TOTAL EXPENSES		\$1,202,430.30	\$1,192,207.81
NET		\$517,520.12	\$484,090.96
		DIFF	-6.46%



Recreation
May 7, 2025
Town of Bashaw

ACCOUNT	DESCRIPTION	LAST YR ACTUAL 2024	2024 BUDGET	2025 BUDGET <i>enter revenue as negative</i>
REVENUES				
RECREATION FACILITIES & PROGRAMS				
1-71-00-410-12	Ball Diamond Revenue	-1,841.90	-\$1,400.00	-\$1,800.00
1-71-00-410-20	Skate Sharpening Revenue	-28.56	-\$120.00	-\$30.00
1-71-00-410-21	Ice Revenue - Minor Hockey	-52,334.97	-\$42,000.00	-\$51,000.00
1-71-00-410-22	Ice Revenue - Figure Skating	-8,475.00	-\$7,110.00	-\$8,000.00
1-71-00-410-23	Ice Revenue - Senior Hockey	-2,540.48	-\$4,500.00	-\$2,000.00
1-71-00-410-24	Ice Revenue - Private Rentals	-559.51	-\$200.00	-\$200.00
1-71-00-410-25	Ice Revenue - Other	-107.14	-\$200.00	-\$100.00
1-71-00-410-26	Arena - Summer Recreation Revenue	-114.29	-\$200.00	-\$115.00
1-71-00-410-27	Ice Revenue - Fun Hockey	0.00	\$0.00	\$0.00
1-71-01-410-21	Minor Hockey - Visitors	-2,457.14	-\$600.00	-\$2,000.00
1-71-01-410-23	Senior Hockey - Visitors	-209.52	\$0.00	-\$200.00
1-71-00-560-01	Building Space Rent		\$0.00	\$0.00
1-71-00-590-20	Other Revenues	-2,711.43	-\$3,000.00	-\$2,500.00
1-71-00-850-00	Conditional Grants from Other Local Gov	-35,781.06	-\$33,000.00	-\$34,000.00
1-71-00-770-00	Contributions - Local Boards & Agencies	0.00		\$0.00
1-71-00-840-00	Provincial Conditional Grant	0.00		\$0.00
TOTAL RECREATION		-107,161.00	-\$92,330.00	-\$101,945.00

EXPENSES				
RECREATION FACILITIES & PROGRAMS				
2-71-00-110-00	Administration Salaries & Wages	\$18,754.09	\$16,296.65	\$16,944.93
2-71-00-110-20	Salaries & Wages	\$69,268.78	\$65,144.17	\$56,129.16
2-71-00-130-00	Employee Benefits & EI CPP Expense	\$8,330.76	\$13,885.95	\$13,785.32
2-71-00-140-00	Recreation Training	\$1,041.38	\$1,000.00	\$1,000.00
	Arena Operator Level 1			\$1,000.00
2-71-00-151-00	Fees & Benefits		\$0.00	\$0.00
2-71-00-211-00	Travel & Subsistence	\$464.55	\$1,000.00	\$500.00
2-71-00-215-20	Freight, Postage & Telephone - Arena	\$2,150.74	\$2,200.00	\$2,200.00
2-71-00-220-00	Advertising		\$0.00	\$0.00
2-71-00-225-00	Membership Fee	\$105.00	\$210.00	\$105.00
2-71-00-230-20	Recreation - Special Services	\$796.82	\$796.82	\$1,340.00
2-71-00-770-00	Grants to Organizations		\$0.00	\$0.00
2-71-00-250-12	Ball Diamond & Raquet Sports Rep & Ma	\$4,309.94	\$3,000.00	\$4,500.00
2-71-00-250-20	Repairs & Maintenance - Arena	\$71,639.81	\$49,271.52	\$47,631.00
	Furnace Replacement - check which			\$8,000.00
	done last year - Concession?			\$27,231.00
	Nordic Maintenance Contract			\$4,000.00
	Olympia Service			\$5,000.00
	Boards around ice surface			\$1,400.00
	AlSCO - mats			\$2,000.00
	Fire extinguishers and concession suppression			
	Ice Resurfacers door/fix?			
2-71-00-274-20	Insurance	\$16,267.96	\$16,267.96	\$17,597.74
2-71-00-510-12	Ball & Raquet Sports Supplies	\$2,003.17	\$1,000.00	\$2,100.00
2-71-00-510-20	Supplies - Arena	\$9,047.08	\$9,000.00	\$9,000.00
2-71-00-540-50	Campus Energy Power	\$28,508.81	\$30,000.00	\$29,000.00
2-71-00-540-51	Recreational Natural Gas	\$12,576.44	\$16,000.00	\$13,500.00
2-71-00-230-20	Recreation - Special Services; fire inspection	796.82	\$600.00	\$700.00
TOTAL EXPENSES		\$246,062.15	\$225,673.07	\$216,033.15

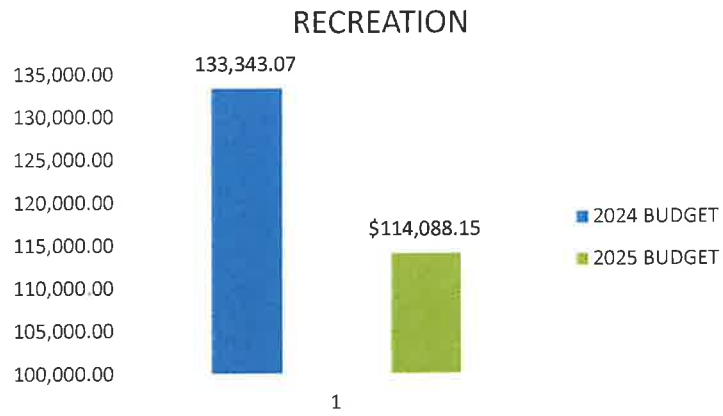
Recreation May 7, 2025

TOTAL REVENUE
TOTAL EXPENSES
NET

-92,330.00
225,673.07
133,343.07

DIFF

-\$101,945.00
\$216,033.15
\$114,088.15
-14.44%



Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw



Request for Decision

Meeting:	Regular Council
Meeting Date:	December 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Terms of Reference Beautification Committee – Policy 15.10

Background/Proposal:

Two versions of the Terms of Reference Beautification Committee policy are provided.

One version created by the committee, and the other version a revised version of the original policy. The revisions are administration recommendations.

Discussion/Options/Benefits/Disadvantages:

Council is to review both versions and select which version or features of each they would like in the new policy.

Costs/Source of Funding (if applicable)

No funding impacts. However, council can choose to update the amount to the electricity franchise fee that is allocated for Beautification purposes.

Applicable Legislation:

MGA 242 (1) and (2)

Recommended Action:

Review the policies and provide direction to administration.

Community Engagement Consideration:

The administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

TOWN OF BASHAW

Draft Prepared by Committee

TITLE: Terms of Reference Beautification Committee

POLICY: #15.10

EFFECTIVE DATE APPROVED BY COUNCIL: _____

RESOLUTION: _____

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.

1. Mandate: The Town of Bashaw Beautification Committee is established in accordance with Resolution # _____ adopted by Town Council for Policy 15.10 on _____

The Town of Bashaw Beautification Committee is an advisory committee that recommend ways to inspire the residents and property owners to enhance the visual appeal of their neighborhoods and public spaces, through the creative use of plants, trees and landscaping with overall respect to environmental management.

1. Foster civic pride, and beautification through community involvement, with a focus on enhancing green spaces and parks in our community.
2. Develop a list of priorities for the community which supports beautification.
3. Initiate tidiness efforts which may include reduction programs for litter, weeds, maintenance in public spaces, on streets and medians, sidewalks, ditches, vacant lots, etc.
4. Encourage committee involvement in initiative such as community clean-up days, and projects for the common good.
5. Improve environmental management through enhancement of green spaces.
6. Assist town departments with the development of community landscaping
7. Promote the benefits of environmental management through educational initiatives and opportunities.
8. To promote pride in the community that our residents live in.
9. To utilize the Bashaw Photographic Study as a reference and foundation for projects and initiatives if applicable.

2. Term of Appointment of this Committee: The Beautification Committee is an advisory committee to Council

Membership shall consist of the following:

1. 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.
2. Vacancies of the committee shall be replaced by Committee recommendations.
3. Members are volunteers without compensation.

3. General Terms:

- 3.1 Projects shall be funded by the electric franchise fees received by the Town of Bashaw.
- 3.2 Working groups may be established to carry out specific beautification objectives.
- 3.3 The Committee shall appoint a Chair who will serve throughout the appointment term.
- 3.4 Council liaison will report back to council the projected task list
- 3.5 Meeting notes shall be recorded and retained by staff designate.
- 3.6 Meetings will proceed in a discussion style manner and posted on the town website.

4. Financial Reporting:

- All financial requirements of the Committee will be administered by the Town of Bashaw as approved by the CAO.
- Projects shall be funded by the annual electric franchise fees received by the Town of Bashaw. The annual range can vary between \$18,000.00 and \$21,000.00 yearly.
- Any remaining funds from council's beautification budget will be transferred to a reserve fund for use in future projects.

5. Staff Support:

- Municipal staff will provide administrative support to the committee, co ordinated through the Chief Administrative Officer.
- For Public Works staff, all requests for assistance must be made through administration.

Section: TOWN OF BASHAW	Policy #: 15.10
Subject: Terms of Reference Beautification Committee	Motion Number: Date Approved:

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.~~

To support a cohesive and attractive visual character throughout the community, the Council of the Town of Bashaw has established the 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:~~

The Beautification Committee serves as an advisory body to Council and is responsible for enhancing the overall appearance of the community by promoting, planning, and implementing a shared vision for:

- 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.~~
- Promote community pride among residents.
- Work with town to enroll community involvement in community clean ups, and projects to improve or create green spaces.
- Assist town departments with developing community landscaping.
- Make recommendations for curb appeal community improvements.

Section: TOWN OF BASHAW	Policy #: 15.10
Subject: Terms of Reference Beautification Committee	Motion Number: Date Approved:

- ~~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.~~

Membership shall consist of the following:

1. Volunteers from the public, with an interest in community beautification.
2. Vacancies of the committee shall be replaced by Committee recommendations.
3. Bashaw Council will appoint members at the Organizational meeting of council.
4. Members shall remain on the committee as their availability and interest dictates.
5. Members can remove themselves from the committee by providing written notice.

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.
- Council member is to share information regarding the projects and activities within their council committee reports.

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.~~

This Committee will follow the purpose recommendations and works with Town of Bashaw Administration & Public Works to proceed with projects and purchases.

Section: TOWN OF BASHAW	Policy #: 15.10
Subject: Terms of Reference Beautification Committee	Motion Number: Date Approved:

Projects shall be funded by the electric franchise fees received by the Town of Bashaw. Council will ensure focussed efforts to keep the full allocation of the electric franchise fees funds is allocated to beautification projects. However, they do retain the right to adjust the fees as they deem necessary.

Unspent funds will be placed into the restricted for Operating Parks reserve.

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

Council will be provided with an annual budget plan prior to annual operating budget approval.

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.~~ Administration and Public Works will evaluate if the projects can be completed with town resources, or other arrangements for completion will need to be made.

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.~~

This committee will function with discussion style meetings, with notes, and task lists to be created.

Meetings are to be advertised as per the communication policy, and they are open to the public.

8.0 Compensation

Members are volunteers without compensation.

From: ,
Sent: November 14, 2025 1:10 PM
To: Admin <admin@townofbashaw.com>
Subject: A good suggestion for traffic enforcement safety

November 14, 2025

Mayor Cindy Orom

Mayor of Bashaw Alberta

Town of Bashaw Administration Office

Box 510

Bashaw, Alberta T0B0H0

A good suggestion for traffic safety bylaw
enforcement

Dear Mayor Cindy Orom,

According to a 2021 census, approximately 848 adults (ages 15 and over) are living in Bashaw, Alberta. Assuming half the population are speeders, with one peace officer handing out tickets, it would only take one peace officer writing 424 speeding tickets at a rate of 4 per hour, 106 hours to catch the speeders through the playground zone. Assuming a 12 hour shift for a peace officer, it would take 8.66 days to catch the speeders. The general wage for a traffic enforcement peace officer is \$23 x 12=\$276 daily. Multiply by 8.66 days is \$2390.16 or \$28,681.92 annually to catch speeders through the designated playground zone. Our Mayor, Cindy Orom, could also get assistance for traffic calming measures such as a raised speed bump on 52 Avenue from the provincial government through the \$13 million over three years Provincial Traffic Safety Fund in Alberta. Bashaw has excessive speeders through the designated playground zone, mostly driving pickup trucks from 12 noon to 9 pm daily.

Thank you for your attention to this matter.

Have a great day!

Yours Respectfully,

Bashaw, Alberta T0B0H0

Er

C/ Jackie Lovely UCP MLA Camrose Constituency

From:

Sent: November 28, 2025 8:05 PM

To: Admin <admin@townofbashaw.com>

Cc: camrose@assembly.ab.ca

Subject: Proposal for funding for playground zone speed bump.

November 28, 2025

Mayor Cindy Orom
Mayor of the Town of Bashaw
5011 52 Avenue
Box 510
Bashaw, Alberta T0B0H0

Dear Mayor Cindy Orom,

RE: Proposal of Funding for Commercial speed bump

After reading the

Alberta Municipalities Strength in Members webpage, I wish to make a financial proposal for a commercial rubber speed bump to be installed across 52 Avenue inside the designated playground zone area. I am proposing to pay the quarterly annual sum of \$133.25 over the next 8 years to pay for 1 commercial rubber speed bump across 52 Avenue to a maximum value of \$4500.00 installed, including the yellow Advisory "Caution Speed Bump" sign.


This proposal is due to the Alberta Government reducing the cuts in provincial funding from \$635 per person by 2023, to \$327 per person. This is also due to the RCMP increasing their salaries by 24% since 2017. The Alberta Government is also taking half the funds from speeding fines and reducing photo radar.

This financial proposition will help take the load off the Town of Bashaw for other services such as repairing roads due to inflation, or raising property taxes. Let me know what you think and we can draw up the legal documents to sign.

I remain,
Yours Respectfully,

T0B0H0

C/ Jackie Lovely UCP, MLA
Camrose Constituency

From: 
Sent: December 3, 2025 12:58 PM
To: Admin <admin@townofbashaw.com>
Subject: Update: Speed Bump Financial Proposal

December 3, 2025

Theresa Fuller, CAO
Town of Bashaw Office
5011 52 Avenue
Box 510
Bashaw, Alberta T0B0H0

RE: Speed Hump/bump financial proposal

Hi Theresa,

It is with great respect for your time, I am updating you with my financial proposal and to add information within 24 hours and tailor it. I am carefully considering local volunteer firemen as well, driving private vehicles along 52 Avenue. *Please see the attachments.

A speed hump might be quieter than a rubber speed bump along 52 Avenue between 50 St. Bashaw and 51 Street Naslund. It would allow for speeds up to 30 km/h and not damage shock absorbers. It should last 10 years.

My financial proposal would be to provide funding for a speed hump/bump on 52 Avenue between 50 Street and 51 Street Naslund in Bashaw.

I would require an invoice from you showing date commencing this project installing the speed hump/ bump on 52 Avenue, date finishing this project, total costs for materials + labour costs including GST.

My offer would be for 4 payment installments of \$133.25 quarterly annually from the 8th day of each quarterly month,

including up to a total of \$4500.00 This would include a yellow advisory "caution speed hump(bump)" sign.

This doesn't have to go inside the designated playground zone sign as it is for traffic calming and can go even just before the playground zone along 52 Avenue between 50 Street Bashaw and 51 Street Naslund.

This would greatly reduce the pick up trucks and cars punching down on the gas peddle and using 52 Avenue as a racetrack speedway as well as reducing environmental noise pollution and increasing public safety.

Please let me know what you think, and if this is agreeable, to have funds automatically withdrawn on the 8th of these quarterly months and sign the document for a total of up to \$4500.00.

. This agreement would include the ability for me to make extra payments if I can, to pay down the total amount of up to \$4500.00 sooner. I might be able to put up to a .

My offer stands in good faith until December 31, 2026. I am concerned about the playground zone in this location being used by reckless and careless speeders as well as the environmental noise from speeding.

Thank you. Have a Great day!

Yours Respectfully,

Bashaw, Alberta T0B0H0

C/ Jackie Lovely, UCP, MLA



**BYLAW # 837-2025
THE PROCEDURE BYLAW
FOR THE TOWN OF BASHAW**

A BYLAW OF THE TOWN OF BASHAW TO PROVIDE FOR THE ORDERLY PROCEEDINGS OF MEETING OF COUNCIL, COUNCIL COMMITTEES AND OTHER BODIES ESTABLISHED BY COUNCIL.

WHEREAS Section 145 of the Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendments thereto authorize Council to pass bylaws to regulate the procedure and conduct of Council, Council Committees, and other bodies established by Council;

AND WHEREAS the Council of the Town of Bashaw wishes to establish and follow a process of governance that reflects transparent government;

NOW THEREFORE the Council of the Town of Bashaw in the Province of Alberta, duly assembled, enacts as follows:

1. Title This bylaw shall be known as the "Procedural Bylaw" of the Town of Bashaw.

2. Definitions

Act means the Municipal Government Act, R.S.A. 2000, c. M-26, and regulations thereunder and any amendments of successor legislation thereto.

Closed Session means a meeting of Council or Committee which is held in private without the presence of the public pursuant to Section 197 of the Municipal Government Act.

Committee of the Whole means a meeting where all Members of Council sit as a committee and consider, or debate matters for recommendation to Council in an environment that is procedurally more relaxed than the formal Council meeting.

Consent Agenda are agenda items that do not require discussion, debate or a decision by Council and are being presented for information only.

Electronic Means Means an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the meeting.

Member is a duly elected member of Council who continues to hold office.

Organizational Meeting means a Meeting of Council held in accordance with Section 192 of the Municipal Government Act.

Point of Order is a statement from a member to call attention to any departure from the Meeting Procedure Bylaw.

Point of Procedure	is a question directed to the Chair to assist a member to: <ul style="list-style-type: none"> a. Make an appropriate motion; b. Raise a Point of Order; c. Understand the procedure; or d. Understand the effect of a motion.
Public Hearing	means a Meeting or portion of a Meeting held for the purposes of hearing matters as prescribed by the Municipal Government Act or other legislation or hearing other matters which Council directs be considered at a Public Hearing.
Quorum	means the majority of all Members, fifty (50) percent plus one (1).

3. Roles and Responsibilities

3.1 The Mayor shall:

- a) Call Council Meetings to order;
- b) Chair Council Meetings;
- c) Maintain order and preserve decorum in Council Meetings and if necessary, call a member to order;
- d) Rule on Points of Order and Points of Procedure;
- e) Ensure that each Councillor who wishes to speak on a debatable motion is granted the opportunity to do so;
- f) Decide, with the permission of Council, who may address Council; and
- g) Have all of the same rights and is subject to the same restrictions, as to participation in debate, as all other Councillors.

3.2 The Deputy Mayor shall;

- a.) Chair Council Meetings when the Mayor is absent or unable to function as Mayor and shall have all the powers and responsibilities of the Mayor under this Bylaw.

4. Meetings

4.1 Organizational Meeting

- 4.1.1 An Organizational Meeting shall be held not later than two weeks after the third Monday in October each year.
- 4.1.2 The business of the meeting shall be limited to:
 - a. The administering of an oath of office to the Mayor and all councillors
 - b. The appointment of a Deputy Mayor by Council
 - c. The determination by resolution the dates, times and location of regular Council meetings for the forthcoming year
 - d. The appointment of Council representatives to boards and committees for a one-year term as per Schedule "A".
 - e. Any other business as identified in the MGA
- 4.1.3 The CAO shall chair the meeting until such a time that the Mayor takes an oath to office. At this time, the Mayor shall take over as chair.

4.2 Regular Meetings of Council

- 4.2.1 Regular Council meeting shall adjourn no later than 10:00 pm unless Council adopts a Motion to proceed past that time. All unfinished Business which appears of the Agenda Shall be tabled until the next regular Meeting of Council.
- 4.2.2 If it appears that any Unfinished Business is urgent the Mayor shall call a Special Meeting to deal with such matters.

4.3 Special Meetings

- 4.3.1 A Special Meeting shall be scheduled when required to do so by the Mayor or a Majority of Council.
- 4.3.2 Where a Special meeting is required by a majority of Council, the Mayor shall call such meeting within 14 days of the date on which the request was made.
- 4.3.3 No less than 24-hours' notice of a Special Meeting shall be provided to each Councillor and to the public. The notice shall state the time, date, place and nature of the business to be transacted.
- 4.3.4 A Special Meeting may be held with less than 24 hours' notice to all Councillors and without notice to the public if at least two-thirds of the whole of Council agrees to this in writing before the beginning of the meeting.
- 4.3.5 The Agenda for a Special Meeting shall be restricted to the business stated in the notice unless all Councillors are present and a motion is passed to deal with the matter.

4.4 Committee of the Whole

- 4.4.1 There shall be a Committee of the Whole comprised of all members of Council.
- 4.4.2 Subject to the Act, Committee of the Whole may consider any matter that Council may consider.
- 4.4.3 The Committee of the Whole shall not hold statutory public hearings or decide on issues outlined in section 203(2) of the Act.
- 4.4.4 The Committee of the Whole may make the following motions:
 - a. To receive reports as information.
 - b. To refer matters to Administration or a Committee for review.
 - c. Make recommendations to Council.

4.5 Commencement of Meetings

- 4.5.1 As soon as there is a Quorum after the time for commencement of a meeting:
 - a. The Chair shall call the meeting to order; or if the Mayor or Deputy Mayor are not present within fifteen (15) minutes after the time set for the meeting and a Quorum is present, the CAO or designate shall call the meeting to order and the Councillors present shall select a Councillor to Chair the meeting;
 - b. Upon their arrival, the Mayor or Deputy Mayor shall assume the Chair.
- 4.5.2 A Council may conduct council meetings and Council Committee meetings by Electronic means in accordance with s.199(2) of the Act.
- 4.5.3 Council shall vote by a show of hands unless other electronic means are available that clearly show how everyone voted.
- 4.5.4 When a vote is called, Council Members attending the Meeting by means of Electronic Communication shall be asked to state their name and vote.

5. Agenda

5.1 Agenda Preparation

- 5.1.1 The Agenda for each Council Meeting or Committee of the Whole Meeting is established by the CAO.

5.2 Agenda Distribution

- 5.2.1 The CAO or designate shall distribute the Council Meeting Agenda to Members of Council at least two (2) business days prior to the Council Meeting; by electronic means or paper copies of Council preference.
- 5.2.2 The CAO or designate shall post the Council Agenda on the Town's public website at least 24 hours prior to the Council meeting.

5.3 Late Submissions

- 5.3.1 Administrative reports and submissions received too late to be included with the regular Agenda shall be included on the next regular Council Agenda.
- 5.3.2 In exceptional circumstances, at the discretion of the CAO or designate, submissions received too late to be included with the regular Agenda, may be added to the regular Council Agenda as an emergent business item.

- 5.3.3 Emergent Business is an Agenda item that is not on the Agenda and because of time constraints must be brought before Council. The Emergent Business item shall be considered as an addendum to the Agenda.

5.4 Notice of Motion

- 5.4.1 Members of Council may provide verbal notice at a regular meeting of Council of their intention to introduce a motion and/or proposal at the following regular meeting.
- 5.4.2 A written copy of the notice shall be provided to the CAO or designate and be recorded in the minutes.
- 5.4.3 A notice of motion shall automatically appear on the agenda of the next scheduled regular meeting.
- 5.4.4 A notice of motion cannot be made at a Special Meeting or a Committee of the Whole Meeting.
- 5.4.5 A notice of motion is not debatable until a member of Council moves the motion.
- 5.4.6 A notice of motion must give sufficient detail so that the subject of the motion and any proposed action can be determined.

5.5 Consent Agenda

- 5.5.1 Items of correspondence, financial reports, committee and board minutes, staff reports, and other information brought to Council on a regular basis that does not require action may be included within the Consent Agenda.
- 5.5.2 Following approval of the Agenda, the Chairperson shall ask Members for any agenda items to be removed from the Consent Agenda and discussed individually. Members may request that an item be removed for any reason, and following such request, the agenda items shall be removed without debate or motion.
- 5.5.3 It is not necessary for Council to receive the Consent Agenda as information by resolution.
- 5.5.4 The CAO report will be included monthly and have a section that reports the status of directed resolutions for Council review.

5.6 Order of Business on the Agenda

- 5.6.1 The Order of Business on any regular Agenda shall be:
- a. Call to Order
 - b. Adoption of Agenda
 - c. Public Hearings
 - d. Delegations
 - e. Approval of Minutes
 - f. Consent Agenda
 - g. New & Unfinished Business
 - h. Committee Reports – Action to be considered
 - i. Correspondence Items – Action to be considered
 - j. Closed Session
 - k. Notices of Motion
 - l. Adjournment

5.7 Proceedings

- 5.7.1 Discussion Directed Through Chair
- 5.7.1.1 All Discussion at a Meeting shall be directed through the Chair.

6. Minutes

- 6.1 The CAO or designate shall prepare a written record of all Council Meetings that includes:
- a. The names of the Members present at and absent from the meeting.
 - b. All decisions and other proceedings.
 - c. The names of members of the public who speak to an item.
 - d. Any abstentions made under the Municipal Government Act by any Member and the reason for the abstention.
 - e. Any abstentions made as a result of pecuniary interest and the reason for the abstention.
 - f. The signatures of the Mayor (or Council member in Mayor's absence) and the CAO.

7. Public Hearing Procedures

- 7.1 As per section 199 of the MGA, Public Hearings under Part 17 or the MGA are to be conducted by electronic means.
- 7.2 The Chair shall call the Public Hearing to order.
- 7.3 The Chair shall outline Public Hearing procedures.
- 7.4 Administration shall introduce the proposed bylaw or question.
- 7.5 The CAO or designate shall confirm the Public Hearing has been advertised in accordance with applicable legislation.
- 7.6 If in attendance, the Chair shall allow the applicant to present the application. The applicant shall state their name and present their application within a time period of 10 minutes. An extension may be granted by a motion of Council.
- 7.7 The Chair shall allow questions of clarification from Members to the applicant.
- 7.8 The Chair shall then open the floor to presentations from the public.
- 7.9 The Chair shall allow verbal presentations electronically through a virtual platform during the Public Hearing, in accordance with the deadline and instructions set out in the advertisement.
- 7.10 The Chair shall allow questions of clarification from Members to the individuals speaking to the proposed bylaw or resolution.
- 7.11 After hearing from those persons on the Speaker's list in support or in opposition, the Chair shall ask if anyone else present wishes to speak in support or in opposition to the proposed bylaw or resolution.
- 7.12 The Chair shall allow for a rebuttal from the applicant to the points raised by those who spoke in opposition to the application.
- 7.13 Following any rebuttal from the applicant the Chair shall ask for a Motion to close the Public Hearing.
- 7.14 Statutory Public Hearings must be closed before the Council votes on the bylaw.
- 7.15 After the Public Hearing is closed, Council may debate the proposed bylaw or resolution any may do one of the following:
- Amend the bylaw or resolution;
 - Pass the bylaw or resolution; or
 - Defeat the bylaw or resolution.
- 7.16 Members who are absent for the whole Public Hearing must abstain from voting on the matter.
- 7.17 Members who are absent for a part of the Public Hearing may abstain from voting on the matter.
- 7.18 If the number of Members present at a Meeting is less than Quorum after those Member referred to above leave, the debate and vote is adjourned to the time of the next regular Meeting.
- 7.19 The Meeting Minutes shall record the names of all persons who:
- Spoke for or against; and
 - Provided written submissions in response to the Notice of Public Hearing for or against the proposed bylaw.

8. Electronic Attendance

- 8.2 Councillors may attend a Council or Council committee meeting through Electronic Means, provided that such Electronic Means permits the Councillor to participate fully in the Meeting. Permitted Means include:
- Telephone with speaker function;
 - Personal computer with video and speaker function; or
 - Other technology as advancements allows.
- 8.3 Electronic attendance by a Council Member must be approved by Council prior to the commencement of the Meeting.

9. Recognition of Presence

- 9.2 A Councillor attending a Meeting through Electronic Means is deemed as present for as long as their connection remains active and will be identified at the start of the meeting as attending via Electronic Means.

10. Criteria for Approval

- 10.2 Council may approve attendance via Electronic Means only if the Councillor requesting such approval is experiencing a health issue or personal matter which makes in-person attendance inappropriate or impractical.

11 Method of Seeking Approval

11.2A Councillor may request approval for attendance via Electronic Means by:

- a. Emailing Council with the request; or
- b. Requesting approval during a closed session of a Council or Council Committee Meeting.

At which time a majority of Council must decide whether to approval the request or not.

12 Approval for Consecutive Electronic Attendance

12.1 If a Councillor wishes to attend more than two consecutive Council or Committee Meetings through Electronic Means, a resolution of Council is required.

12.2 People who wish to present virtually at a Public Hearing, whether on their own behalf or on behalf of a group must register to speak at the Public Hearing prior to the advertised submission deadline in accordance with the instructions in the advertisement.

12.3 When virtually presenting at a Public Hearing, presenters must:

- i. Identify themselves by name through their usernames on the virtual platform and may further identify themselves by position or organization if they wish;
- ii. Keep their cameras and microphones deactivated before and after their presentation; and
- iii. Keep their cameras activated for the duration of their presentation, unless permitted by the Chair.

12.4 The Town administrator, or designate, is authorized to deactivate cameras and microphones during the Public Hearing to avoid disruptions to the proceedings.

12.5 The Chair has the authority to end a presenter's virtual participation in a Public Hearing if, in their opinion, it is inappropriate or disruptive to the proceedings.

13 Delegations

13.2 Individuals who wish to present an issue in front of Council must submit a written request to the CAO at least seven (7) business days prior to the Council Meeting.

13.3 Reappearing before Council regarding the same matter shall only be permitted once six (6) months has passed from the original presentation.

13.4 No delegation shall address Council for longer than 15 minutes, exclusive of the time required to answer questions from council, unless granted a time extension by the Chair.

14 Severability

If any term of this Bylaw is found to be invalid, illegal, or unenforceable by a court or tribunal having the jurisdiction to do so, that term is to be considered to have been severed from the rest of this bylaw, and the rest of the bylaw remains in force unaffected by that finding or by the severance of that term.

15 Enactment

This Bylaw shall take effect at the date of final passing thereof and rescind Bylaw 816-2022.

RECEIVED FIRST READING THIS
17th DAY OF December, A.D. 2025
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR or Designated Chair
* _____
*CAO

RECEIVED SECOND READING THIS
____ DAY OF _____, AD 2025
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR or Designated Chair
* _____
*CAO

UNANIMOUS CONSENT TO PROCEED
TO THIRD READING THIS ____ DAY
OF _____, A.D. 2025, IN THE
TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

* _____
*MAYOR or Designated Chair
* _____
* _____

THIRD AND FINAL
READING THIS ____ DAY OF _____,
A.D. 2025, IN THE TOWN OF BASHAW, *
IN THE PROVINCE OF ALBERTA

*CAO

*

*MAYOR or Designated Chair

*

*CAO

SCHEDULE "A"

COUNCIL APPOINTMENTS

- 1) Council Members shall determine which Committees, Boards, etc. shall stand.
- 2) In accordance with the Municipal Government Act, Section 154(2), the Chief Elected Official is a Member of all Council Committees and all bodies to which Council has the right to appoint Members; therefore, the Chief Elected Official is not required to be formally appointed.
- 3) Council Members shall put their name forward for appointment to the Committees for a one-year term at each annual Organizational Meeting.
- 4) If more Council Members put their names forward than is required for an appointment then the Council Members will decide who steps down; failing that, the Chief Elected Official will make the final decision.
- 5) If no Council Members put their name forward for any given Committee, the Chief Elected Official shall appoint a Council Member to fill that position.
- 6) Council Members shall not represent their Committee(s) in Council Chambers.
- 7) Council Members are responsible for providing a verbal summary of their Committee activities at the next Regular Meeting of Council.
- 8) Ad-Hoc Committees exist for one specific purpose and to deal with that matter expediently and then return with recommendations to Council for their consideration and decision making. This Committee will not have spending or decision-making authority nor direct staff or include staff in recommendations to Council. This Committee will cease upon completion of the one assigned task.
- 9) For the purposes of developing a Bylaw, the Council Members shall approve the subject matter of a proposed Bylaw and, either by the Committee of the Whole or an Ad-Hoc Committee of Council Members assigned to the task, develop and prepare a rough draft of the proposed Bylaw for the Administrator to include in the Agenda Package for Council consideration and decision.
- 10) Council Members and Members at Large shall be remunerated as set out in the Per Diem Policy.

COMMITTEES, BOARDS, COMMISSIONS, AUTHORITIES

- 1) Bashaw Ag Society – One Council Member
- 2) Bashaw Chamber of Commerce – One Council Member
- 3) Disaster Services – All Members of Council and Chief Administrative Officer
- 4) Fire Department Representative – One Council Member
- 5) Regional Emergency Management Services Representative – One Council Member
- 6) RCMP Community Consultative Group Representative – One Council Member
- 7) Bashaw Municipal Library Representative – One Council Member
- 8) Parkland Regional Library Representative – Member at Large
- 9) Camrose Area Lodge Authority Representative – One Council Member
- 10) Bashaw and District Support Services Representative – One Council Member
- 11) Bashaw Youth Foundation – One Council Member
- 12) Beautification Committee Representative – One Council Member
- 13) Bashaw & District Regional Health & Wellness Foundation Representative – One Council Member
- 14) Bashaw Airport Commission – One Council Member
- 15) Bashaw & Area Recreation Board – One Council Member
- 16) Bashaw Bus Society – One Council Member
- 17) Highway 12/21 Regional Water Commission Representatives – Two Council Members and All Other Council Members as Alternates
- 18) Bashaw Community Centre Board – One Council Member
- 19) Historic Society – One Council Member

OTHER APPOINTMENTS (A Motion of Council specifically appointing the delegate is required)

- 1) Regional Assessment Review Board(s) – Citizen at Large
- 2) Regional Subdivision & Development Appeal Board - Citizen at Large
- 3) Chair & Members of the Regional Assessment Review Board – Appoint Chair & Members.
- 4) Director of Emergency Management – Town Staff Member
- 5) Deputy Director of Emergency Management – Delegate
- 6) Emergency Public Information Officer Representative & Alternate – Council members
- 7) Emergency Alert System Representatives – Council or Citizen at Large
- 8) Bashaw Municipal Library Board member – as per Library Act

Section: TOWN OF BASHAW Public Works Department	Policy #: 21.30
Subject: Snow Removal & Ice Control	Motion Number: Date Approved:

POLICY STATEMENT:

~~The Town of Bashaw believes that to improve safety, facilitate the operation of emergency services, and reduce the inconvenience of snow and ice conditions for motorists and pedestrians, the Town will undertake snow removal and ice control operations on Town streets, lanes, sidewalks and parking lots within available financial resources.~~

To establish locations, priorities and procedures for snow removal and ice control on roadways and sidewalks within the Town of Bashaw.

The Town of Bashaw, within the resources allocated by Town Council, will plow and/or remove snow and ice, as reasonably practical on designated roadways and sidewalks. Designated roadways/sidewalks and priorities are identified in priority maps that will be included in this policy.

PURPOSE:

To establish a written policy, approved by Council, to outline procedures for snow removal from public property within the Municipality.

PROCEDURES:

1. The Public Works Personnel shall be prepared to conduct snow removal and ice control operations during the period November 1st to March 31st; or earlier or later as dictated by weather conditions.

2. Hours of Operation

~~Current service levels provided fluctuate with winter and road conditions. Normal operations provide for one shift per day, Monday to Friday, for all snow plowing, snow loading and ice control activities. Weekend operations are left to the discretion of the Public Works Foreman based on road conditions and weather forecast information.~~

~~As abnormal winter weather and road conditions dictate, the Chief Administrative Officer will decide when and to what extent overtime, additional town equipment and outside forces are mobilized.~~

When scheduling work under this policy the Public Works Foreman, or designate, will endeavor to use Town of Bashaw owned equipment but may contract outside services as required. The work will be conducted on a seven-day per week basis meaning that work may commence on weekends and holidays.

Other than for emergency conditions, snow removal operations will be suspended at temperatures colder than -35 C.

The Town of Bashaw, where practical, will take reasonable steps to notify the public of snow plowing/removal operations by the placement of signs. The owner/operator of **any vehicle parked in a signed snow plowing/removal area must remove their vehicle within 12 hours of the sign placement.**

If several residents on the same street fail to move their vehicle, staff will proceed to removing the snow from the next priority area.

3. Service Levels/Priorities:

General

- a. Priorities are established to provide the greatest benefit to the majority of the traveling public and to accommodate special conditions.
- b. Criteria for setting priorities:
 - i. Traffic Volume (pedestrian and vehicles)
 - ii. Road classification
 - iii. Special conditions (Road Geometric and Terrain: Emergency Services: Drift Exposure; Drainage; etc.)
- c. Priority maps form part of this policy and are updated annually by Public Works based on logic (emergency routes), emergent issues (RCMP necessity), effectiveness and efficiency in conjunction with the previously mentioned criteria and are authorized by the Chief Administrative Officer.
- d. When storms are continuous, or follow closely one after the other, operations will be repeated or continued on the highest priority until completed before moving on to the next priority. As abnormal winter weather and road conditions dictate, the Public Works Foreman will decide when and to what extent overtime, additional Town and outside forces are mobilized.
- e. ~~When it is deemed necessary to clear snow from Residential Areas, they will be cleared on a rotational basis in the following sequence;~~
 - i. ~~WEST END~~
 - ii. ~~CENTRAL~~
 - iii. ~~EAST END~~

~~the area that is done second in rotation will be done first the next time until Residential Areas are cleared.~~

4. Snow Plowing Roads:

- a. Operations will normally commence upon a snow accumulation of 10 cm, depending on field conditions and the weather forecast.
- b. Operations will be conducted in accordance with the priorities indicated on the Snow Plowing Roads Priorities Map.
- c. Only major high volume roadways will be plowed to the road surface. (or as close to, with ice/snow conditions) Snow of varying depths will be left on the balance of the streets in accordance with what is required to minimize driving difficulty.
- d. ~~Snow plowing of roadways without a designated priority (i.e., residential roads) will be initiated by Public Works Personnel when they deem driving conditions are difficult. These roadways will receive plowing as required during spring break-up to minimize driving difficulty and flooding problems. This is also applicable to lanes.~~

- e. Although this policy sets out the priorities and procedures for the provision for snow plowing/removal, the Public Works Foreman or his designate may direct the Town of Bashaw forces and equipment to work in areas requiring immediate attention. This situation may be due to localized drifting or accumulations, or emergency conditions.
- f. Snow plowing of lanes will be completed as required and determined by the Public Works Foreman. Lanes are normally considered to be low priority.
- g. On roads to be loaded-out snow removed (full removal of snow from the street), the snow will be removed as per staff determination.

On roads adjacent to continuous undeveloped property or open park area of sufficient length, as determined by Public Works Personnel, snow will be plowed onto the boulevard on that side providing there is no adjacent sidewalk to that side of the road. On roadways with no sidewalks on either side, or separate sidewalks, snow shall be plowed to the boulevard on both sides.

On roadways with monolithic sidewalks on one side only, snow shall be plowed to the boulevard on the opposite side. This is at the discretion of Public Works. On roadways with monolithic sidewalks on both sides, snow will be windrowed in the center and loaded out.

- ~~h. Snow plowing windrows left in driveway accesses on streets shall be cleared if blocked by Town operations. Driveways accesses in lanes will not be cleared.~~

- i. The Town of Bashaw will take full advantage of the snow storage capacity of roadway right of ways to minimize the expenditures associated with snow removal and hauling.
- j. Although efforts will be made to minimize snow placed in driveways, it is the responsibility of residents to clear access to their driveways.
- k. Residents are referred to the private sector for the provision of snow plowing and snow removal services on private property, sidewalks and driveways. The Town of Bashaw will not be contracted for this work.

5. Snow Removal:

- a. Operations will commence when, in the opinion of Public Works Personnel, sufficient snow has accumulated.
- b. Operations will be conducted in accordance with the priorities indicated on the Snow removal priorities maps.
- c. Snow removal of roadways without a designated priority is not normal practice and will only be undertaken at the discretion of the Public Works Foreman, usually done to correct drainage or other isolated problems.
- d. Snow removal from lanes in the Central Business Area is completed as deemed necessary by Public Works Personnel to minimize driving difficulty and maintain drainage.

6. Sanding:

- a. De-icers are used as per Public Works discretion. Beetroot product is mixed with sanding material at varying rates depending on temperature conditions. The use of de-icers is minimized as much as practical and is restricted on local roadways where snow pack is maintained.
- b. Sanding operations will be conducted at public works discretion; and the following priorities:

Primary

- i. Intersections, railway crossings, and corners on arterial roadways and abutting highways
- ii. Intersections, railway crossings, and corners on collector roads.
- iii. Hills

Secondary

- i. Intersections, railway crossings, and corners on remaining roadways as required
- ii. Parking lots and lanes as required
- iii. Ice control is restricted to intersections, railway crossings, and corners and is not normally applied to mid-block areas except on high volume roadways if conditions warrant.
- iv. Sidewalks fronting municipal buildings and falling under Town responsibility will receive ice control as conditions dictate and as deemed necessary by Public Works Personnel
- c. In the event of a snowfall, grit or a grit/beetroot mix will be applied for snowfalls less than 10 cm
- d. Where road conditions are severe multiple applications of grit or grit/chemical mix may be made to minimize the formation of ice and reduce the possibility of accidents.
- e. Lane entrances and exits will only be sanded where a hazard exists.

7. Snow Removal – Sidewalks

- a. Sidewalks fronting municipal buildings and falling under Town responsibility will receive snow plowing as conditions dictate and as deemed necessary by Public Works Personnel.
- b. Some of the sidewalks designated for snow removal may be done as a courtesy of the town of Bashaw when moving from one area of the town to another. The residences and businesses adjacent to these properties are ultimately responsible for the removal of snow as per Bylaw 754-2014 (removal is to be completed within 48 hours or the town may remove and clear away the snow and recover the expense from the owner-occupant under the provisions of the Municipal Government Act.)
- c. Public Works has the authority to use this process for any areas at their discretion.

8. Snow Removal Parking Lots Municipal Facilities

- a. Operations will commence when, in the opinion of ~~Chief Administrative Officer~~ Public Works Foreman, conditions dictate.
- b. Parking lot snow removal is considered to be of low priority. They will generally be serviced after roads, and sidewalks have been serviced and may not be completed until driving conditions become difficult.
- c. Only Town owned parking lots ~~as indicated on the Snow Removal Parking Lot Map~~ are serviced. (Arena, Community Hall and Ag Society Grounds)

9. Snow Disposal Sites

- a. Snow disposal sites are indicated on the Snow Disposal Sites Map and are provided to store snow removed by Town forces. ~~and the public.~~

Maintenance will be provided to each site based on volume ~~dumping demands~~, as determined by Public Works Personnel. ~~Sites may be opened or closed as required by Public Works Personnel.~~

- b. All sites will be maintained in a fashion that will minimize impact on the environment and in accordance with Alberta Environment guidelines.
- c. ~~The Town will make its snow disposal sites available to the private sector.~~

10. Snow Drift Control

- a. ~~Regular Snow Drift Control is provided to the areas indicated on the Snow Drift Control Map. Two types of snow drift control currently used are:~~

- i. ~~erection of snow drift fences~~
- ii. ~~plowing of windrowed snow parallel to the roadway~~

- b. ~~Snow fences shall be erected where possible in areas of known drifting, trouble areas indicated by complaints and observations of severe problems, subject to limitations of materials in hand and annual budgets.~~

- c. ~~All snow fences are to be erected before the end of October and removed by the end of April.~~

- d. ~~Snow Fencing means fences that are erected on private or public property to control snow drifting.~~

- e. ~~Snowdrift control may be performed in other areas of the Town when deemed necessary by Public Works Personnel.~~

11. Responsibilities

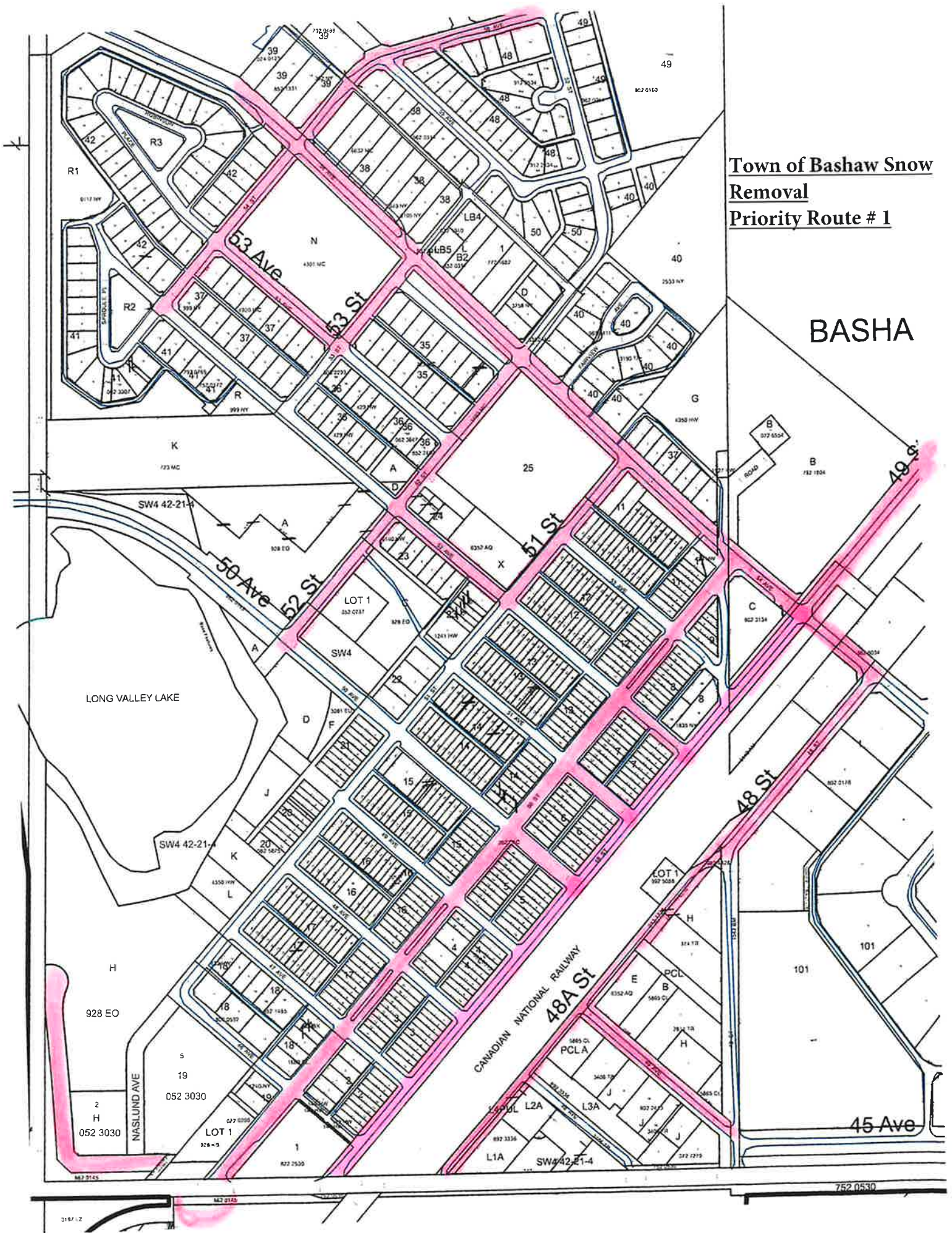
The Public Works Foreman will be responsible for the implementation of this policy. The Public Works Foreman may add roadways/sidewalks to each classification as new roadways/sidewalks, parks, playgrounds, etc. are constructed.

DEFINITIONS:

- a. Snow Plowing – the grading of accumulated snow from roadway/sidewalk surfaces to the sides or middle of the roadway or to the side of a sidewalk. In general snow will be plowed to both sides of roadways except where it is more practical to clear to the same side continuously such as around parks, playgrounds, vacant lots, etc.
- b. Snow Removal – the loading and hauling of snow from roadway surfaces to a snow disposal site.
- c. Sanding – the application of a sand/beetroot or other mixture to a roadway surface for the purpose of improving traction, reduction of skidding and/or reduction of ice formation.
- d. As required – a statement that means the level of services is not set at a pre-determined number of activity occurrences per season or year.
- e. CM – centimeter

**Town of Bashaw Snow
Removal
Priority Route # 1**

BASHA



Town of Bashaw Snow Removal Priority Route #2

PARCEL A
1055 EO

Town of Bashaw Snow Removal Priority Route #3

NE4 4

Town of Bashaw
Snow Removal
Priority Route #3

BASHAW

**Town of Bashaw
Snow Removal
Priority Route #4**

Bashaw

