



**REGULAR MEETING OF COUNCIL**  
**THURSDAY, MARCH 2, 2017 – 5:00 P.M.**  
**COUNCIL CHAMBERS**  
**MINUTES**

**Attendance:** Mayor Penny Shantz, Deputy Mayor Rosella Peterman, Councillor Bryan Gust, Councillor Darren Pearson, Councillor Lynn Schultz  
Chief Administrative Officer: Theresa Fuller  
Public Works Foreman: Murray Holroyd  
Recording Secretary: Kathy Berry  
Press in Attendance: Lisa Joy (entered 5:04 p.m. and exited 6:09 p.m.)

- 1) CALL TO ORDER by Mayor Shantz at 5:00 p.m.
- 2) PUBLIC HEARING – None
- 3) ADDITIONS & AGENDA APPROVAL of March 2, 2017.  
- 7.5 Pelican View Estates email

**MOVED** by Councillor Pearson to accept the agenda of March 2, 2017 with the addition of 7.5 Pelican View Estates email.

**MOTION #035-2017**

**CARRIED UNANIMOUSLY**

- 4) MINUTES  
4.1 Minutes of Regular Council Meeting of February 17, 2017.

**MOVED** by Councillor Schultz to approve the Minutes of February 17, 2017 as presented.

**MOTION #036-2017**

**CARRIED UNANIMOUSLY**

- 5) DELEGATIONS  
5.1 Alberta Health Services, Yellowhead East Health Advisory Council – Patricia Johnston (present @ 5:00 p.m. – 5:27 p.m.) – Patricia Johnston introduced herself to Council at 5:04 p.m. She informed the group of her participation with Alberta Health Services, Yellowhead East Health Advisory Council. Alberta Health Services is recruiting Albertans who are involved in their communities and passionate about health care issues to become Health Advisory Council members. Council members represent their diverse communities and backgrounds, and speak to the wide range of health services in the province. Interested parties do not have to be or have been part of the Health Services Industry. Ms. Johnston left an information package for distribution.

**MOVED** by Deputy Mayor Peterman to accept the presentation by Patricia Johnstone on behalf of Alberta Health Services, Yellowhead East Health Advisory Council as information.

**MOTION #037-2017**

**CARRIED UNANIMOUSLY**

- 6) BYLAWS  
6.1 – None

## NEW AND UNFINISHED BUSINESS

### 7.1 Bashaw Historical Society Lease

**MOVED** by Deputy Mayor Peterman to accept the amended wording of the Lease Agreement with the Bashaw Historical Society as presented.

**MOTION #038-2017**

CARRIED UNANIMOUSLY

7.2 Dog & Cat Annual Registration Fee – Currently, the fee schedule in the Bylaw states that animal registrations are due by January 31 annually. This year, as well as past years, roughly half of the registrations, are not paid within the January 31 deadline. Administration presented the benefits of a penalty for late registrations. The purpose of the registration of animals is to allow the animal to be identified and returned to the owner. If the animal register is not current, it presents functional challenges. Implementation of a late registration fee may encourage owners to be diligent in ensuring their animals are registered on time. Council recommended a “grace” period for the current year to allow animal owners sufficient time to obtain their animal registration.

**MOVED** by Councillor Gust to implement a penalty of \$10.00 to Altered animals (dogs & cats) and \$20.00 to Unaltered animals (dogs & cats) registered after the January 31 deadline, allowing however, a grace period (for the 2017 year) to June 1, 2017 for animal owners to comply.

**MOTION #039-2017**

CARRIED UNANIMOUSLY

7.3 Bashaw Historical Society – Request to Lease Bashaw Tourist Centre - Council reviewed the letter and determined that this is a very general request. Council would like more information with respect to what they are planning on using the facility for. Council asked CAO Fuller to request additional information from the group.

7.4 Utility Service Account Procedure – Specific to Winter “trickle” rates - There are a number of properties on “trickle” rates. Trickle rates were set up to allow select property owners to leave the water trickling through the Winter months so that the water lines do not freeze. The amount of “trickle” widely varies depending on site. The amount of “trickle” consumption, could be estimated per site. This would require more administrative time when generating the Accounts. Additionally, it is not known at this time if the current Accounting program will allow this.

**MOVED** by Deputy Mayor Peterman to approve the Trickle rate of \$35.00, new rate to be implemented for December 2017.

**MOTION # 040-2017**

CARRIED UNANIMOUSLY

7.5 Pelican View Estates Email – Chad Commins had sent an email informing administration of an upcoming Gord Bamford Fishing Derby. Upon a successful event, they intend to donate approximately \$ 20 000 to Bashaw. They requested information on possible projects this could be dedicated to. Other requests were regarding water and sanitation contracts with the Town of Bashaw.

Council requested CAO Fuller inform them to contact several volunteer groups to identify local projects to consider the funds for. CAO Fuller also to obtain more information with regard to expectations regarding water and sanitation expectations.

## 8) REPORTS

### 8.1 Committee Reports

- A. Mayor Shantz – reported that she had attended the Hall Board Annual General Meeting on February 21, 2017 along with the Bashaw Youth Foundation Board meeting on February 21, 2017.
- B. Deputy Mayor Peterman – reported that she had attended the Bashaw Youth Foundation Board meeting on February 21, 2017.
- C. Councillor Gust – reported that he had attended no meetings.
- D. Councillor Pearson – reported that he had attended no meetings.
- E. Councillor Schultz – reported that he had attended no meetings.

8.2 Staff Reports

- A. Murray Holroyd –attached to Minutes.
- B. CAO Report – attached to the Minutes.

**MOVED** by Councillor Pearson to accept the Committee & Staff Reports as presented.

**MOTION #041-2017**

CARRIED UNANIMOUSLY

9) CORRESPONDENCE

- a. Bashaw School Enhancement Update
- b. Alberta Municipal Affairs – Municipal Excellence Awards
- c. Fortis Alberta – LED Streetlight Conversion Program Update
- d. Battle River Power Coop – Request to register notice of intent.  
(information was provided to council via email; prior to meeting)
- e. Canada 150 Communities in Bloom Program

**MOVED** by Councillor Schultz to accept the correspondence from the Bashaw School Enhancement group, Alberta Municipal Affairs, Fortis Alberta, Battle River Power Coop and the Canada 150 Communities in Bloom Program, as information only.

**MOTION #042-2017**

CARRIED UNANIMOUSLY

10) IN CAMERA - none

11) NEXT MEETING: Thursday, March 23, 2017 @ 5:00 p.m. in Council Chambers. CAO Fuller requesting a change in the date of the next regular Council meeting due to the Tendering process with respect to the 54 Avenue project.

**MOVED** by Councillor Pearson that the next Regular meeting of Council shall be Thursday March 23, 2017 @ 5:00 p.m. in Council Chambers.

**MOTION #043-2017**

CARRIED UNANIMOUSLY

12) ADJOURNMENT of the March 2, 2017 Regular Meeting of Council called by Councillor Gust at 7:20 p.m.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER