



**REGULAR MEETING OF COUNCIL  
A G E N D A  
FRIDAY, FEBRUARY 17, 2017 @ 5:00 P.M.  
COUNCIL CHAMBERS**

1. CALL TO ORDER
2. PUBLIC HEARING
3. ADDITIONS & AGENDA APPROVAL
4. MINUTES
  - 4.1 Minutes of the January 26, 2016 Meeting
5. DELEGATIONS
  - 5.1 Bashaw Library – Terri Brown-Gust – Budget presentation for Library Funding
  - 5.2 Mr. Mel Hay – Presentation on Bashaw Water system and history of it
6. BYLAWS
  - 6.1
7. NEW & UNFINISHED BUSINESS
  - 7.1 Bashaw Library – accept Budget presentation as information
  - 7.2 Digital Sign Discussion
  - 7.3 Bashaw Historical Society Lease
  - 7.4 January 31, 2017 Monthly Statement
8. COMMITTEE & STAFF REPORTS
  - 8.1 Committee Reports
    - a. Mayor Shantz
    - b. Deputy Mayor Peterman
    - c. Councillor Gust
    - d. Councillor Pearson
    - e. Councillor Schultz
  - 8.2 Staff Reports
    - a. Foreman Report
    - b. CAO Report
9. CORRESPONDENCE
  - a. Canadian Postmasters and Assistants Association
  - b. Fortis Alberta 2017 Rates
  - c. AUMA 2017 Annual Membership Information Letter
10. IN CAMERA – Legal – FOIP Section 24
11. NEXT MEETING: Thursday, March 2, 2017, 5:00 pm Council Chambers.
12. ADJOURNMENT



**REGULAR MEETING OF COUNCIL**  
**THURSDAY, JANUARY 26, 2017 – 5:00 P.M.**  
**COUNCIL CHAMBERS**  
**MINUTES**

**Attendance:** Mayor Penny Shantz, Deputy Mayor Rosella Peterman, Councillor Bryan Gust, Councillor Lynn Schultz  
Chief Administrative Officer: Theresa Fuller  
Public Works Foreman: Murray Holroyd (exited 7:00 p.m.)  
Press in Attendance: Jordie Dwyer (exited 6:59 p.m.), Lisa Joy (exited 6:15 p.m.)

**Absent:** Councillor Darren Pearson with Notice

- 1) CALL TO ORDER by Mayor Shantz at 5:00 p.m.
- 2) PUBLIC HEARING – None
- 3) ADDITIONS & AGENDA APPROVAL of January 26, 2017.

**MOVED** by Deputy Mayor Peterman to accept the agenda as presented.

**MOTION #009-2017**

**CARRIED UNANIMOUSLY**

4) MINUTES

4.1 Minutes of Regular Council Meeting of January 5, 2017.

**MOVED** by Councillor Schultz to approve the Minutes of January 5, 2017 as presented.

**MOTION #010-2017**

**CARRIED UNANIMOUSLY**

- 5) DELEGATIONS – Sergeant Bruce Holiday introduction. Sgt. Holiday introduced himself to Council and gave an overview of his service through the RCMP. Council welcomed him to the Community.
- 6) BYLAWS  
6.1 - None
- 7) NEW AND UNFINISHED BUSINESS  
7.1 Digital Sign Discussion – information being collected in this respect. Matter to be tabled to next meeting.

**MOVED** by Councillor Schultz to table Digital Sign Discussion to the next Council meeting.

**MOTION #011-2017**

CARRIED UNANIMOUSLY

7.2 Cemetery Documentation –Deputy Mayor Peterman said that it would be very good to have information on all of the Graves in the Cemetery as our documentation is lacking in some areas. Perhaps we could get Volunteers through the Genealogical Society Site who would make inquiries, store information and have the information available to us. CAO Fuller to find out what costs are involved and what exactly they do.

7.3 Physician Retention – the Medical Clinic is an integral service the community values.

**MOVED** by Councillor Schultz to have the funding remain in place, at \$25,000.00 for 2017.

**MOTION #012-2017**

CARRIED UNANIMOUSLY

7.4 Upcoming Community Engagement February 9, 2017 – discussion around the Community Engagement night and which Council members will be available to attend the Engagement.

7.5 Monthly Statement

**MOVED** by Councillor Gust to approve the monthly statement as presented, for information.

**MOTION # 013-2017**

CARRIED UNANIMOUSLY

7.6 Balance Variance Report – Year End

**MOVED** by Deputy Mayor Peterman to accept the Balance Variance Report as presented, for information.

**MOTION #014-2017**

CARRIED UNANIMOUSLY

## 8) REPORTS

### 8.1 Committee Reports

- A. Mayor Shantz – reported that she attended the Bashaw Youth Foundation meeting on January 17, 2017 as well as the Boomtown Trail Revitalization meeting on January 23, 2017.
- B. Deputy Mayor Peterman – reported that she had attended the Bashaw Area Recreation Board (BARB) meeting on January 23, 2017 and that the Bashaw and District Support Services (BDSS) meeting had been cancelled and will be scheduled for a later date in February.

- C. Councillor Gust – reported that he had attended the Library meeting on January 16, 2017, the Library board is looking for additional members. Councillor Gust attended Bus Society meeting on January 17, 2017 and the Historical Society meeting on January 18, 2017. During the Historical Society meeting, it was expressed that they are in need of a Town Representative. Councillor Lynn Schultz volunteered for this.

**MOVED** by Deputy Mayor Peterman to appoint Councillor Schultz as the Historical Society Representative.

**MOTION #015-2017**

CARRIED UNANIMOUSLY

- D. Councillor Pearson – absent with notice.
- E. Councillor Schultz – reported that he had attended the BARB meeting on January 17, 2017.

#### 8.2 Staff Reports

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

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

**MOTION #016-2017**

CARRIED UNANIMOUSLY

#### 9) CORRESPONDENCE

- a. Camrose and Area Lodge Authority – 2017 Lodge Requisition

**MOVED** by Councillor Schultz to approve the Camrose and Area Lodge Authority 2017 requisition of \$ 787.00.

**MOTION #017-2017**

CARRIED UNANIMOUSLY

#### 10) IN CAMERA - Personnel, Section 24, Legal, Section 25

**MOVED** by Deputy Mayor Peterman to go in Camera at 6:59 p.m.

**MOTION #018-2017**

CARRIED UNANIMOUSLY

**MOVED** by Councillor Schultz to come out of Camera at 7:48 p.m.

**MOTION #019-2017**

CARRIED UNANIMOUSLY

**MOVED** by Councillor Schultz to approve Merit and 2.5 % Cost of living on the 2017 Payroll.

**MOTION #020-2017**

CARRIED UNANIMOUSLY

11) NEXT MEETING: Currently scheduled for February 2, 2017 (1 week). Discuss February Regular Meeting dates.

Anomalies: February 16, administration and two council members to attend Brownlee course. It may be advisable to schedule one meeting for February simply due to short month, however content may dictate it as a longer meeting.

**MOVED** by Councillor Gust the next Regular meeting of Council shall be Friday February 17, 2017 @5:00 p.m. in Council Chambers.

**MOTION #021-2017**

CARRIED UNANIMOUSLY

12) ADJOURNMENT of the January 26, 2017 Regular Meeting of Council called by Mayor Shantz at 7:53 p.m.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER

**Bashaw Municipal Library Fun Facts for Jan. 2017**

	<b>2014</b>	<b>2015</b>	<b>2016</b>
Total Cardholders	372	373	380 In Bashaw=141
New Members			52
Library Visitors/Users	11,648	10,891	12,403
Nov. Average per Day	46	47	48
Average per week	210	220	243
Items Borrowed	3,117	4,204	4616
Items Lent within PRL	1,426	1,785	2196
Programs Offered	130	110	163 ( plus weekly Junior Clerks)
Participants	1004	1231	1225 ( plus weekly Jr. clerks)
On-line Courses/Exams			34 (ongoing 3x per week in 2017)
Days open to Public		302	303
Website Visits			4,455
Public computer sessions		1300	2300

Bashaw Municipal Library  
Programming Report for 2016

**Plan of Service Responses and Applicable Programs**

#1 Satisfy Curiosity : Lifelong Learning

- Tech Help Sessions : **11 people @ 7 sessions**
- Adult Special Events : **115 people**
- Ongoing in-house programs : **3**
- On-line Courses/exams : **16 people**
- Partnered programs : **45** ( partnerships with Girl Guides, Bashaw Rec. Assoc., Parent Link )

#2 Create Young Readers : Early Literacy

- Ongoing in-house programs : **43**  
Participants : **487 kids**

#3 Visit a Comfortable Place : Physical And Virtual spaces

- Number of Visitors ( 2015 ) : **10,891**
- Number of Visitors ( 2016 ) : **12,403**
- Number of Room Bookings : **15**

**Total Number of programs offered in 2016 : 163**

**Total program participation for 2016 : 1225 people**

**Bashaw Municipal Library**  
**Budget 2017**

**Revenue**

Grant Funding	\$	27,500.00
Membership		2,000.00
Fundraising		3,000.00
Other Sources		<u>1,000.00</u>
<b>Total Revenue</b>	<b>\$</b>	<b>33,500.00</b>

**Expenses**

Personnel/Staff	\$	24,500.00
Staff Development		250.00
Board Development		250.00
Program Delivery		2,000.00
Administration/Office		<u>6,500.00</u>
<b>Total Expenses</b>	<b>\$</b>	<b>33,500.00</b>

*Requesting around \$8,500.00*





Approved: yes /no Motion # \_\_\_\_\_  
Town of Bashaw

**Request for Decision**

Meeting:	Regular Council
Meeting Date:	February 17, 2017
Originated by:	Theresa Fuller, Chief Administrative Officer
Title:	Digital Sign Discussion
Agenda Item:	7.3

**Background/Proposal:**

Council requested more information on this topic. Town of Daysland has one, and administration was requested to obtain information on their process. Daysland did purchase a sign from the same company. They reported having difficulty setting the software up. The report we received states, the Daysland business association fundraised for the sign, and received a grant from the Ag Society. After the sign was purchased they increased their annual business association fee and each business has their name flashed on the sign. If businesses or events want more information than just their name, they pay an additional fee to advertise. The Daysland Business association reflected this process worked for them, no reports on annual revenue/costs.

**Discussion/Options/Benefits/Disadvantages:**

There are pros and cons to purchasing and managing the sign, or outsourcing it to the Bashaw Chamber of Commerce.

The initial challenge is to come up with the funds for purchase, and/or determine if viable to proceed.

Town Purchase the Sign: We would more than likely have to come up with most of the funds, the recreation board, and maybe the Chamber may consider contributing. It could/would be considered somewhat risky if businesses would pay to advertise on the sign; due to uncertainty of the coverage benefit.

Recreation Board/Bashaw Chamber Driven Project: It could certainly provide a membership benefit to businesses, if the Chamber proceeded with it in a similar fashion as Daysland. There could be a modest revenue source; same risks would apply for either group. The additional administrative demand of its function may/may not be a challenge for either organization.

**Costs/Source of Funding (if applicable)**

To be Determined.

**Recommended Action:**

Administration declines recommendation. Willing to proceed with Council's preference in action.

**Discussion Result:**

Additional research Requested:

*LEASE AGREEMENT - TOWN OF BASHAW & Bashaw Historical Society*

LEASE AGREEMENT MADE THIS 1st DAY OF January, 2017.

BETWEEN: THE TOWN OF BASHAW  
Box 510  
Bashaw, Alberta  
T0B 0H0

(Hereinafter referred to as the "Landlord")

OF THE FIRST PART

-and-

Bashaw Historical Society  
Box 416  
Bashaw, Alberta  
T0B 0H0

(Hereinafter referred to as the "Tenant")

OF THE SECOND PART

**AGREEMENT**

WHEREAS THE LANDLORD is the registered owner of:

**Lot 1, Block 14, Plan 2617 AC,  
Civic Address: 5020 – 50 Street, Bashaw.**

Excepting thereout all mines and minerals  
(hereinafter referred to as the "Lands")

WHEREAS THE TENANT wishes to lease the said Lands for the purpose of housing archives, managing the collection and ensuring public access to the archive collection;

NOW THEREFORE in consideration of rents, covenants and agreements herein contained, the Landlord hereby agrees to lease to the Tenant the within Lands for a term that shall come into effect on the date that this agreement is signed and shall be continuous, with an auto renewal, subject to either party giving notice of 60 days to cease use.

*Lease Agreement Town of Bashaw & Bashaw Historical Society*

THE TENANT covenants with the Landlord that if the Bashaw Historical Society ceases use of the Building for its display to the public, that the Tenant will notify the Landlord of the same in writing.

THE TENANT covenants with the Landlord to pay rent at the rate of \$1.00 per year on 1st day of the commencement of the lease.

THE TENANT shall maintain the lot in an orderly fashion and shall not store environmentally hazardous material on the said land.

THE TENANT shall place and maintain in amounts and with insurers satisfactory to the Landlord policies of Public Liability and Property Insurance and Tenant's Legal Liability Insurance where applicable, insuring the Tenant against all sums which the Tenant may become obligated to pay as damages by reason of injury to persons or damage to or destruction of property in or upon the said lands.

NOTWITHSTANDING anything herein, the tenancy granted herein may be terminated at the option of the Landlord upon the happening of one or more of the following events:

- (a) If during the term herein granted the goods or chattels of the Tenant on the demised Lands are at any time seized or taken in execution or by any creditor of the attendant:
- (b) If a Writ of Execution issues against the goods or chattels of the Tenant; or
- (c) If the Tenant makes any assignment for the benefit of creditors or becoming bankrupt or insolvent takes the benefit of or becomes subject to any statutes that may be in force relating to the bankrupt or insolvent debtor.
- (d) The Tenant has permission to proceed with cosmetic enhancements to the premise, subject to Landlord approval.

THE TENANT shall not have the right to assign the within lease except with the express written consent of the Landlord, which may be withheld for any reason.

THE TENANT shall serve the Landlord written notice should the Tenant wish to terminate this Lease. The Landlord may be served by registered mail to its address for service as below.

THE LANDLORD shall serve the Tenant with written notice should the Landlord wish to terminate the Lease. The Tenant may be served by registered mail to its address for service as below.

*Lease Agreement Town of Bashaw & Bashaw Historical Society*

THE TENANT shall have quiet enjoyment of the said premises;

THE LANDLORD will not apply any tax levy on the building situated on the Lot, at any time during the term of the Lease.

NOTICE provided for in this lease may be effectively given by registered mail addressed to the **Town of Bashaw**, Post Office Box 510, Bashaw, Alberta TOB OHO,

or delivered by hand to the Landlord at its office at 5011 – 52<sup>nd</sup> Avenue in Bashaw, Alberta.

AND to the **Tenant** at Box 416, Bashaw, Alberta TOB OHO, or such other address as the Tenant may from time to time notify the Landlord of in writing.

THIS LEASE contains the entire agreement between the parties.

These presents and everything herein contained shall extend to, enure to the benefit of and be binding upon the Landlord and the Tenant and their respective successors, heirs and assigns.

IN WITNESS WHEREOF THE PARTIES have hereto set their hands and seals the day and year first above written;

THE TOWN OF BASHAW

Date:

\_\_\_\_\_  
Chief Administrative Officer  
Theresa Fuller

Date:

\_\_\_\_\_  
Mayor Penny Shantz

Date:

\_\_\_\_\_  
Print name of Bashaw Historical  
Society Representative and title

\_\_\_\_\_  
Signature, Historical Society Representative

**TOWN OF BASHAW  
MONTHLY STATEMENT  
January 31, 2017**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 960,718.87	\$ 2,024,045.34	\$ 2,984,764.21
RECEIPTS FOR THE MONTH	\$ 88,948.56		\$ 88,948.56
ALBERTA DIRECT DEPOSIT	\$ 76,861.11		\$ 76,861.11
VOID			\$ -
<b>CCUBC /ROYAL/ATB /DEBIT- PAYMENTS</b>	\$ 45,247.54		\$ 45,247.54
SERVUS CREDIT UNION - INTEREST	\$ 356.28		\$ 356.28
GST REBATE	\$ 11,399.04		\$ 11,399.04
TERM INTEREST		\$ 390.41	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
<b>SUB-TOTAL</b>	\$ 1,183,531.40	\$ 2,024,435.75	\$ 3,207,967.15
DISBURSEMENTS FOR THE MONTH	\$ 203,679.25		\$ 203,679.25
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
			\$ -
			\$ -
<b>DEBIT MACHINE &amp; TRANSACTIONS</b>	\$ 38.85		\$ 38.85
			\$ -
<b>UNPS CHARGES</b>	\$ 0.44		
NSF	\$ 340.00		
			\$ -
TRANSFER TO RECREATION BRD	\$ -		
<b>BALANCE AT END OF MONTH</b>	\$ 979,472.86	\$ 2,024,435.75	\$ 3,003,908.61
<b>BANK BALANCE AT MONTH END</b>	\$ 1,021,604.70	\$ 2,024,435.75	\$ 3,046,040.45
OUTSTANDING DEPOSITS	\$ 340.30		\$ 340.30
OUTSTANDING DEPOSITS - Servus	\$ 1,970.53		\$ -
OUTSTANDING DIR DEPOSITS			
<b>SUB-TOTAL</b>	\$ 1,023,915.53	\$ 2,024,435.75	\$ 3,048,351.28
LESS OUTSTANDING CHEQUES	\$ 44,442.67		\$ 44,442.67
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 979,472.86	\$ 2,024,435.75	\$ 3,003,908.61

THIS STATEMENT SUBMITTED TO COUNCIL

February 17, 2017

\_\_\_\_\_  
MAYOR

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

System: 02/02/2017 9:17:52 AM  
User Date: 31/01/2017

Town of Bashaw  
RECONCILIATION POSTING JOURNAL  
Bank Reconciliation

Page: 1  
User ID: Darlene

Audit Trail Code: CMADJ00000225  
Chequebook ID: CREDIT UNION  
Description: Credit Union General Account

Bank Statement Ending Balance: \$1,021,604.70  
Bank Statement Ending Date: 31/01/2017  
Cutoff Date: 31/01/2017

Statement Ending Balance	\$1,021,604.70
Outstanding Cheques (-)	\$44,442.67
Deposits in Transit (+)	\$2,310.83
Adjusted Bank Balance	<u>\$979,472.86</u>
Chequebook Balance as of Cutoff	\$979,472.86
Adjustments	\$0.00
Adjusted Book Balance	<u>\$979,472.86</u>
Difference	<u><u>\$0.00</u></u>

## Foreman's Report

February 17, 2017

### Regional Water Line

- There is an operators meeting set up for March 2, 2017.

### Streets

- We will be cleaning up the snow along the curbs when we have time.

### Equipment

- The re-certification of the tandem gravel truck will be completed this month.

### Arena

- I will be scheduling the shut down of the ice plant as soon as I find out when all users are finished for the season.

### Community Centre

- The internet service was switched from the Tourist Booth to the Community Centre to use with the heating system.
- I have called to arrange the computer link to be re-set.

Respectfully yours,



Murray Holroyd



CHIEF ADMINISTRATOR'S REPORT  
Submitted for February 17, 2017 Regular Meeting of Council

- Action List Items Completed from January 26, 2017 Meeting:
  - Bashaw Cemetery Contractor – Follow up information to come as obtained.
  - 7.4 Toxic Roundup – Contact has been made with Mark Barrett with the City of Camrose, we are in negotiation process. Information to come as it becomes available.
  - 7.2 Cemetery Documentation – Staff have assisted to place the alphabetized list on the town website. CAO Fuller has called the Alberta Genealogical Society for information on their services.
  - 7.3 Physician Retention – CAO Fuller contacted Dr. Tony Mucciarone. He reports the hours of the clinic to remain the same. Dr. Tony accessible Monday to Thursdays, and Dr. Nischuk on Thursday and Fridays. Operational hours will remain the same.
- CAO Activities/Meetings:
  - January 31, 2017 – Community member whom had questions regarding the upcoming water changes.
  - February 1, 2017 – Highway 12/21 Water Commission Steering Committee, preparation for upcoming Community Engagement.
  - February 2, 2017 – community member following up on a concern.
  - February 2, 2017 – Executive Director Bashaw Youth Foundation, budget review.
  - February 9, 2017 – Community Engagement regarding the upcoming water changes.
  - February 13 and 14, 2017 – Auditor visit.
  - February 15, 2017 – SMART list builder training.
  - February 16, 2017 – Brownlee LLP course, Edmonton, AB
- Development Applications:
  - Additional information received on the Application, application processed and advertised.
  - Discretionary application, those affected have been notified.
- Research and other activities:
  - Ongoing research on FCSS Funding ratios, what other larger communities use to distribute funding. Preparation for community engagement, answering insurance questions from various volunteer groups and various other inquiries.
  - Reviewed tender documents in preparation for circulation.
  - 54 Avenue Infrastructure & Industrial Lot Access Tender – Tender packages available for pick up from Tagish office in Red Deer. Pre-tender meeting scheduled for February 22, 2:00 to 3:00 pm, with Tender opening set for March 1, 2017.

Respectfully submitted,  
Theresa Fuller, Chief Administrative Officer



RECEIVED JAN 31 2017

Canadian Postmasters  
and  
Assistants Association



l'Association canadienne  
des maîtres  
de poste et adjoints

January 23, 2017

Mayor Penny Shantz  
Town of Bashaw  
Box 510 5011 52 Ave  
Bashaw AB T0B 0H0

Dear Mayor Penny Shantz,

The Canadian Postmasters and Assistants Association (CPAA) is the voice of rural post office employees since 1902. It is the second-largest bargaining unit under the Canada Post umbrella; representing members who work in post offices in towns, reserves and villages throughout rural Canada. We are in touch with over 6 million rural customers on a regular basis. Most often we are the only federal presence and the hub of the community.

CPAA members, 95% of them women, operate 3,260 post offices across Canada; 288 of these offices are in your province.

We write to you today to share our concerns over the Federal Government Standing Committee on Government Operations and Estimates' (OGGO) report regarding Canada Post, released on December 13, 2016. If you have not seen it yet, you can access the report at the following web address:

[http://bit.ly/OGGO\\_EN](http://bit.ly/OGGO_EN)

Amongst the many recommendations made by the Committee, most of which we support, we note the absence of a recommendation on postal banking. In your province alone 28% of the communities do not have a financial institution, yet they have a corporate post office. Often your constituents have to travel long distances to receive banking services. If your citizens have to travel out of town for banking services, it is almost certain that they will also patronize other businesses in that town or city, thereby losing earning opportunities from your own town's businesses.

We at CPAA strongly feel that the resurrection of the postal bank, which was closed in 1969 when large banks were expanding in rural Canada, is a perfect fit for Canada Post. More importantly for the businesses and the citizens of your community, it is a means to ensure access to financial services. You may remember that prior to the OGGO's report, the Government had set up a Task Force to examine the challenges of Canada Post and to provide options for the future of the Corporation. The Task Force report<sup>1</sup>, which preceded the OGGO's report, mentioned that 39% of Canadian businesses would use a postal bank. It also mentioned that 38% of Canadian citizens would use a postal bank.

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<sup>1</sup> <http://bit.ly/tpsgc>

According to the 2011 Census, Canada's rural population consisted of 6,329,414 citizens. What bank could not succeed with 38% of that number of customers?

If like us at CPAA, you feel that a postal bank would benefit your community, we ask you to write to Minister Judy Foote to voice your views and concerns. We recommend that you also copy your letter or email it to Ms. Karine Trudel, the New Democrat MP who sat on the OGGO Committee, as she was a strong supporter of the postal bank. Their postage-free addresses and email addresses are as follows:

The Honourable Judy Foote  
Minister of Public Services and Procurement  
House of Commons  
Ottawa, Ontario  
Canada K1A 0A6 or judy.foote@parl.gc.ca

Ms. Karine Trudel (MP)  
House of Commons  
Ottawa, Ontario  
Canada K1A 0A6 or karine.trudel@parl.gc.ca

Canada Post is uniquely positioned to offer financial services to rural Canada. When Canada Post can make money, and offer more services to Canadians who need them, we have a perfect opportunity. Let's not lose it!

Thank you for your time. Should you have any questions or wish to discuss this issue with a local CPAA representative, we invite you to reach out to our Alberta, Northwest Territories and Nunavut CPAA President as follows:

President Xan Moffatt-Toews  
PO BOX 2368  
Fairview AB T0H 1L0  
(780) 835-2147  
xan@abntnucpaa.com

Sincerely,



Brenda McAuley, CPAA National President  
281 Queen Mary St.  
Ottawa ON K1K 1X1



Donavon Saltvold  
 Manager, Customer Relations

**FortisAlberta Inc.**  
 320 17 Avenue SW  
 Calgary, Alberta  
 (403) 514-4857 Direct Line  
 (403) 512-5239 Cellular  
 Donavon.Saltvold@FortisAlberta.com  
 www.FortisAlberta.com

Jan. 25, 2017

**RE: FortisAlberta's Approved Rates for 2017**

The Alberta Utilities Commission (AUC) has approved FortisAlberta's 2017 rates, effective Jan. 1, 2017. The following table will provide an estimated monthly customer bill impact depending upon rate class.

Rate Class	Distribution (D) Rates Increase (Decrease) (%)	Transmission (T) Rates Increase (Decrease) (%)	DT Increase (Decrease) with Riders (%)	Total Electricity Bill Impacts (%)
Rate 11 - Residential	0.0%	11.9%	21.0%	11.7%
Rate 21 - FortisAlberta Farm	-2.7%	13.2%	15.6%	10.7%
Rate 26 - FortisAlberta Irrigation	35.3%	10.0%	-6.7%	-5.2%
Rate 31 - Street Lighting (Investment Option)	6.5%	9.3%	9.4%	8.7%
Rate 33 - Street Lighting (No Investment Option)	6.5%	9.3%	17.1%	13.3%
Rate 38 - Yard Lighting	6.5%	9.3%	11.0%	9.8%
Rate 41 - Small General Service	-1.8%	11.0%	17.4%	10.7%
Rate 44/45 - Oil & Gas Service	-9.0%	14.3%	14.7%	9.1%
Rate 61 - General Service	-13.0%	8.6%	18.1%	9.1%
Rate 63 - Large General Service	-22.0%	8.4%	17.0%	7.2%

Please note, FortisAlberta is required to flow through charges and refunds related to services provided by the Alberta Electric System Operator (AESO) and include taxes and fees set by municipal councils and the provincial government (A-1 Rider and Franchise Fees). Distribution is only one component of a customer's electricity bill. In addition, the total bundled bill includes transmission, retail energy charges and riders. The retail energy charges will vary depending on whether the customer is billed at the default electricity energy price, otherwise known as the Regulated Rate Option (RRO), or if they are signed up with a competitive retailer.

In 2017, the distribution rate is recovering deferred distribution costs from 2013-2016 and forecasted costs in 2017 related to infrastructure and customer growth.

For the first quarter, the distribution component of the residential rate will remain as it was in 2016. This was approved by the AUC as a way to mitigate a rate increase for the first quarter of 2017. In the second quarter, the distribution component will be adjusted to reflect the 2017 amount for the remainder of the year.

The Maximum Investment Levels for 2017 were adjusted and approved by the AUC with the exception of Rate 11 Residential and Rate 31 Street Lighting. These rate classes will receive an additional 10 per cent increase as previously approved by the AUC.

Additionally, the Carbon Tax implemented by the Alberta Government on Jan. 1, 2017 does not directly affect the distribution of electricity; however, the carbon tax may affect the cost to generate electricity, in which case, FortisAlberta would be obligated to flow through these costs.

If you have any questions or concerns, please do not hesitate to contact your Stakeholder Relations Manager.

Sincerely,

A handwritten signature in black ink, appearing to read "Donavon Saltvold", written in a cursive style.

**Donavon Saltvold**

Enclosed: Approved Maximum Investment Levels for 2017

**APPENDIX “B” – CUSTOMER CONTRIBUTIONS SCHEDULES**

**Table 1  
Maximum Investment Levels for Distribution Facilities**

Type of Service	Maximum Investment Level
<b>Rate 11 Residential</b>	\$2,515 per service
<b>Rate 11 Residential Development</b>	\$2,515 per service, less FortisAlberta’s costs of metering and final connection
<b>Rate 21 FortisAlberta Farm and Rate 23 Grain Drying</b>	\$5,706 base investment, plus \$817 per kVA of Peak Demand
<b>Rate 26 Irrigation</b>	\$5,706 base investment, plus \$908 per kW of Peak Demand
<b>Rate 38 Yard Lighting</b>	\$812 per fixture
<b>Rate 31 Street Lighting (Investment Option)</b>	\$2,937 per fixture
<b>Rate 41 Small General Service</b>	\$5,706 base investment, plus \$908 per kW of Peak Demand
<b>Rate 45 Oil and Gas Service</b>	\$5,706 base investment , plus \$908 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
<b>Rate 61 General Service (less than or equal to 2 MW)</b>	\$5,706 base investment , plus \$908 per kW for the first 150 kW, plus \$114 for additional kW of Peak Demand
<b>Rate 63 Large General Service (over 2 MW) (Distribution Connected)</b>	\$103 per kW of Peak Demand, plus \$113 per metre of Customer Extension

**When the Investment Term is 15 years or more**



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February 3, 2017

Bashaw, Town of  
Box 510  
201152 Ave.  
Bashaw AB T0B 0H0

Dear Regular Member:

**RE: 2017 Annual Membership**

Enclosed is your membership invoice for 2017. As we understand the financial pressures that municipalities are facing, we have been diligent in not increasing the current fee structure. For reference, the invoice is based on September 2016 population data provided by Municipal Affairs.

Through your membership fees, the AUMA is able to provide timely and comprehensive policy, advocacy and program solutions to meet the diverse needs of cities, towns, villages, summer villages and specialized municipalities across our province. Our solutions span economic, environmental, social and governance matters and include free toolkits, webinars and newsletters, other education and training, and advocacy to various orders of government and organizations on municipal opportunities.

Your membership also provides access to a number of key events such as the annual Convention and Tradeshow and semi-annual Mayors' Caucuses. Taking place in Calgary from November 22 to 24, the 2017 Convention will bring together over 1,200 municipal, provincial and federal elected officials, senior administrators, business leaders and other key stakeholders to share best practices, attend education sessions, network and collaborate on important municipal opportunities. In keeping the financial needs of our members' top of mind, we have committed to reducing the registration cost of the 2017 Convention, allowing more municipalities the ability to attend. As well, there will continue to be a very modest registration fee for the Spring Mayors' Caucus, taking place on March 7 and 8, as well as the June Mayors' Caucus, where important policy and advocacy activities occur. For more information about these events, and to register for the upcoming Spring Mayors' Caucus, visit [www.auma.ca](http://www.auma.ca).

Your AUMA membership ensures that you can access a wide variety of our competitively priced insurance, employee benefits, pension plans, utilities and procurement programs that are tailored to the needs of municipalities. Members who purchase two or more core services are eligible to receive a rebate. To learn more about these programs and the rebate, please contact our team at [clientdevelopment@auma.ca](mailto:clientdevelopment@auma.ca).

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Your membership also provides access to Casual Legal Services where you can receive general guidance to assist you in avoiding potential legal problems, and act as a risk mitigation tool available to any elected or appointed officials. As well, you can use our recruitment service and post your municipality's employment opportunities to gain exposure to an audience of experienced municipal professionals.

We encourage you to share this information with your Council so they can appreciate the many benefits afforded by your membership.

Please contact our Client Development team at 310-AUMA or [clientdevelopment@auma.ca](mailto:clientdevelopment@auma.ca) with any inquiries.

Yours truly,

A handwritten signature in cursive script that reads "Sue Bohaichuk".

Sue Bohaichuk, FCPA, FCMA; ICD.D  
AUMA CEO

Enclosures