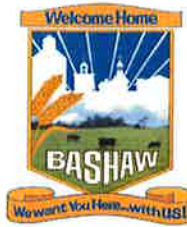


**REGULAR MEETING OF COUNCIL
A G E N D A**

Thursday, May 6, 2021 @ 6:00 pm.

Blended Meeting: Small Room at the Community Hall & Zoom Access

1. CALL TO ORDER
2. Motion to proceed with Blended meeting, Small Room at the Community Hall, and Zoom Electronic Connection.
3. PUBLIC HEARING
4. ADDITIONS & AGENDA APPROVAL
5. MINUTES
 - 5.1 Minutes of the April 29, 2021 Regular Meeting of Council
6. DELEGATIONS
7. BYLAWS
 - 7.1 #802-2021 – 2021 Tax Bylaw
 - 7.2 #803-2021 – Rescind Ballots in Lots
8. NEW & UNFINISHED BUSINESS
 - 8.1 PolyAg Recycling Well request
 - 8.2 Tree Memorial Request
 - 8.3 Councillor Schultz Resignation – Bashaw Ag Society Rep & Signing Authority
 - 8.4 Graduation Banners Request
9. COMMITTEE & STAFF REPORTS
 - 9.1 Committee Reports
 - a. Mayor Shantz
 - b. Deputy Mayor Peterman
 - c. Councillor McDonald
 - d. Councillor Pearson
 - e. Councillor Schultz
 - 9.2 Staff Reports
 - a. Foreman Report
 - b. CAO Report
10. CORRESPONDENCE
11. CLOSED MEETING OF COUNCIL
12. NEXT MEETING: May 20, 2021 – 6:00 pm. Blended Meeting Community Hall & Zoom
June 3 and 17, 2021 – 6:00 pm. Blended Meeting Community Hall & Zoom
13. ADJOURNMENT



**REGULAR MEETING OF COUNCIL
MINUTES**

Thursday, April 29, 2021 @ 6:00 pm.

Blended Meeting: Small room @ Community Centre & Zoom Electronic Conference

In Small meeting room: CAO Theresa Fuller, Deputy Mayor Rosella Peterman, Councillor Lynn Schultz, Councillor Darren Pearson, and Councillor Rob McDonald. All arrived around 5:50 pm.

By Zoom: Stu Salkeld, Kevin Sabo and Foreman Murray Holroyd.

Recording Secretary: Theresa Fuller

Absent: Mayor Penny Shantz – with notice

Press: Stu Salkeld (East Central Review) – (Connected by Zoom 5:55 pm), Kevin Sabo (Bashaw Star) – (Connected by Zoom 5:55 pm)

Public: None

1. CALL TO ORDER by Deputy Mayor Peterman at 5:59 pm.
2. MOTION to proceed with Blended meeting, Small meeting room at the community hall and Zoom Electronic Connection

MOVED by Councillor McDonald to proceed with blended meeting, Small meeting room and Zoom Electronic Connection.

MOTION #070-2021

CARRIED.

3. PUBLIC HEARING – None.

4. ADDITIONS & AGENDA APPROVAL

MOVED by Councillor Pearson to accept the April 29, 2021 Regular Meeting of Council Agenda as presented.

MOTION #071-2021

CARRIED.

5. MINUTES

- 5.1 Minutes of the April 1, 2021 Regular Meeting of Council

MOVED by Councillor Schultz to accept the minutes of April 1, 2021 Regular Meeting of Council as presented.

MOTION #072-2021

CARRIED.

6. DELEGATIONS

- 6.1 Well Request – PolyAg Recycling Ltd. – Dan Zembal arrived at 5:35 pm.

Dan shared with council details as they would like to drill a water well for their operations.

Dan Zembal departed from the meeting at 6:10 pm.

- 6.2 Community Policing Update – Sergeant Bruce Holiday – Arrived 6:00 pm.

Bruce provided council with an update of the area statistics and collaboration with community members. Council expressed appreciation for the local RCMP efforts.

Sergeant Bruce Holiday departed from the meeting at 6:41 pm.

6.3 Town of Bashaw Financial Audit – Scott St. Arnaud, Gitzel & Company – Arrived 6:30 pm.
Scott went through the Town of Bashaw Financial Audit for 2020. No questions were presented from council.

MOVED by Councillor Pearson to approve the 2020 Town of Bashaw Financial Audit as presented.
MOTION #073-2021 CARRIED.

Scott St. Arnaud obtained signatures on documents and departed the meeting at 7:40 pm.

7. BYLAWS - None

8. NEW & UNFINISHED BUSINESS

8.1 PolyAg Recycling Ltd. – Damian Flegel & Dan Zembal

Council discussed the water well request. Council requested administration obtain more information.

8.2 2021 Operating Budget

MOVED by Councillor Rob McDonald to approve the 2021 Town of Bashaw Operating Budget of \$ 1, 200, 346.06 Budget before the levy, \$ 775, 890.92 Municipal Taxes and a reduction of taxes of 0.15%.

MOTION #074-2021 CARRIED.

8.3 Bashaw Golf & Country Club Financial Statements

MOVED by Councillor Pearson to accept Bashaw Golf & Country Club Financial Statements as information.

MOTION #075-2021 CARRIED.

8.4 Town of Bashaw March 31, 2021 Monthly Statement

MOVED by Councillor Schultz to accept the Town of Bashaw March 31, 2021, Monthly Statement as presented.

MOTION #076-2021 CARRIED.

8.5 Letter from Robinson place Residents

MOVED by Councillor Pearson to approve planting three lilac bushes in vicinity of the trimmed spruce trees near the walking trail between Robinson Place and Highway 21.

MOTION #077-2021 CARRIED.

8.6 Bashaw Pickle Ball Club – Install Wind Barrier on Fence

MOVED by Councillor McDonald to permit the Bashaw Pickleball Club to install a wind barrier cloth; they will be responsible for enforcing the fence and the cloth catching wind fence damage.

MOTION #078-2021 CARRIED.

8.7 Bashaw Community Hall Board – February & March Financials

It was noted the financials did not include their Casino Funds. Council requested administration to arrange updated statements.

8.8 Bashaw Bus Society Annual Funding

MOVED by Councillor McDonald to approve Bashaw Bus Society 2021 funding of \$ 5,000.00.

MOTION #079-2021

CARRIED.

8.9 Bashaw Library Annual Funding

MOVED by Councillor Pearson to approve Bashaw Municipal Library 2021 funding of \$ 2,000.00.

MOTION #080-2021

CARRIED.

9. COMMITTEE & STAFF REPORTS

9.1 Committee Reports

- a. Mayor Shantz – Absent with Notice.
- b. Deputy Mayor Peterman – April 23, 2021 – Highway 12/21 Regional Water Commission meeting by Zoom. Water rates were expected to stabilize, they approved an additional connection for a Regional Fire Station in Camrose county.
Tenders came in higher than expected, the tender was awarded to Weaver Group. They were higher due to increased pipe costs. They were looking at approaching the Province and Federal government for increased funding or considering reducing the number of air release valves. This has potential to impact the water pricing.
- April 26, 2021 – Bashaw Youth Foundation – Annual General meeting and regular meeting. They are planning their summer programming; it will be two days per week. Their Youth Facilitator will be attending college in the fall; therefore, they will be seeking replacement. Currently, there are no children coming in, and they are experiencing limited success with online programming.
- c. Councillor McDonald – No meetings to report.
- d. Councillor Pearson – No meetings to report.
- e. Councillor Schultz – No meetings to report. Proceeded to share with council notice of his resignation, effective May 1, 2021.

9.2 Staff Reports

- a. Foreman Report – see attached.
- b. CAO Report – see attached.

MOVED by Councillor Schultz to approve the reports as information.

MOTION #081-2021

CARRIED.

10. CORRESPONDENCE

- 10.1 Alberta Justice & Solicitor General - Policing
- 10.2 Parkland Regional Library - Population
- 10.3 Alberta Justice & Solicitor General – Police Funding Model
- 10.4 Atco Gas & Pipelines Ltd. – Franchise Fee Distribution Revenue Forecast
- 10.5 County of Paintearth – Support for RCMP

MOVED by Councillor Pearson to approve the correspondence as information.

MOTION #082-2021

CARRIED.

MOVED by Councillor McDonald that Council close the meeting to the public for Agenda Item 11.1 Legal – Cheese Plant – FOIP, Section 27 at 8:31 pm.

MOTION #083-2021

CARRIED.

Foreman Holroyd exited the meeting at 8:31 pm. Press representatives Stu Salkeld and Kevin Sabo departed the meeting at 8:31 pm.

11. CLOSED MEETING OF COUNCIL

11.1 Legal – Cheese Plant – FOIP, Section 27

MOVED by Councillor Schultz to come out of Closed Meeting of Council 8:43 pm

MOTION #084-2021

CARRIED.

12. NEXT MEETING: May 6, 2021 – 6:00 pm, Blended Meeting Community Hall & Zoom
 May 20, 2021 – 6:00 pm, Blended Meeting Community Hall & Zoom

13. ADJOURNMENT – Councillor McDonald at 8:45 pm

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

2021 TOWN OF BASHAW TAX CALCULATION

**THE TOWN OF BASHAW
2021 Property Tax Bylaw
Bylaw #802-2021**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF BASHAW FOR THE **2021** TAXATION YEAR

Whereas, the Municipality of the Town of Bashaw has prepared and adopted detailed estimates of the Municipal revenue and expenditures as required, at the Council meeting held on Thursday, May 6, 2021; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of the Town of Bashaw for **2021** total \$ 1,976,236.98 ; and

Whereas, the requisitions are:

	Residential/Farmland	\$ 163,142.94
Alberta School Foundation Fund (ASFF)	Non Residential and Linear	\$ 64,115.33
	Residential/Farmland	N/A
Opted out School Boards	Non Residential	N/A
	ASFF Requisition allowance	N/A
Senior Foundation	Camrose and Area Lodge Authority (CALA)	\$ 407.00
DESIGNATED INDUSTRIAL PROPERTIES	Non Residential	\$ 159.79

Whereas, The Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised statutes of Alberta, 2000 and amendments thereto; and

Whereas, the assessed value of all property in the Municipality of the Town of Bashaw as shown on the assessment roll is,

	<u>Assessment</u>
Residential	<u>60,776,570</u>
Non Residential	<u>18,662,820</u>
Machinery and Equip.	<u>1,670,150</u>
Total	81,109,540

Whereas, the estimated Municipal revenues and transfers from all sources other than taxation is estimated at \$ 1,200,346.06 and the balance of \$ 775,890.92 is to be raised by general municipal taxation; and

Now therefore, under the authority of the Municipal Government Act, the Council of the Municipality of the Town of Bashaw, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of

2021 TOWN OF BASHAW TAX CALCULATION

taxation on the assessed value of all property as shown on the assessment roll of the Municipality of the Town of Bashaw:

GENERAL MUNICIPAL	Tax levy	Assessment	Tax Rate
Residential and Farmland	\$ 558,641.46	60,776,570	0.0091917
Non Residential & Machinery & Equipment	\$ 217,249.46	20,332,970	0.0106846
Municipal Total	\$ 775,890.92	81,109,540	

ASFF

ASFF, Residential/Farmland	\$ 163,142.94	60,776,570	0.0026843
Non Residential	\$ 64,115.33	17,707,320	0.0036208
Opted Out School Boards			
Residential/Farmland		n/a	
Non Residential		n/a	
Machinery & Equipment		n/a	
ASFF Requisition Allowance (If Applicable)		n/a	
ASFF Total:	\$ 227,258.27	78,483,890	

Senior Foundation

Camrose and Area Lodge Authority (CALA)	\$ 407.00	80,189,090	0.0000051
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Designated Industrial Properties

DIP Properties	\$ 159.79	2,086,050	0.0000766
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Grand Totals \$ 1,003,715.98

2. That this Bylaw shall take effect on the date of the third and final reading.

READ a first time on this 6th day of May, 2021

READ a second time on this 6th day of May, 2021

Given UNANIMOUS consent to go to third reading on this 6th day of May, 2021

READ a third and final time on this 6th day of May, 2021

Signed this 6th day of May, 2021

MAYOR

CHIEF ADMINISTRATIVE OFFICER



TOWN OF BASHAW

BY-LAW NO. # 803 - 2021

BY-LAW NO.803-2021 A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of rescinding Bylaw #550 – 89 and Bylaw # 795 – 2020.

WHEREAS Bashaw Town Council hereby rescinds Bylaw #550 – 89 Ballots in Lots and Bylaw #795 – 2020 Annual Policing Special Tax.

NOW THEREFORE Pursuant to the Municipal Government Act, Section 191 , the Council of the Town of Bashaw duly assembled, hereby enacts as follows:

That By-law No. #550 – 89 and # 795 – 2020 be rescinded.

RECEIVED FIRST READING THIS
6th DAY OF May 2021
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*CAO

RECEIVED SECOND READING THIS
____ DAY OF _____ 2021
PROVINCE OF ALBERTA
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*CAO

UNANIMOUS CONSENT TO PROCEED
TO THIRD READING THIS ____ DAY

* _____

OF _____, 2021, IN THE
TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

*MAYOR

*

*

*CAO

THIRD AND FINAL
READING THIS ___ DAY OF _____,
A.D. 2021, IN THE TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

*

*MAYOR

*

*

*CAO

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	May 6, 2021
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	8.1 PolyAg Recycling Water Well Request

Background/Proposal:

PolyAg Recycling Ltd. has requested to proceed with a Water Well on their property.

- Water Quality – is causing excessive scale to build up on equipment.
- Cost of water is a negative financial impact on their operation.
- Development of second plant, expected to be similar size to existing plant.
- Precedent set for use of well for production water with Bashaw Concrete.
- They would like to continue accessing sewer services.

Other Municipal Examples:

	Stettler	Camrose
Allow Water Wells	No, prohibited by Utility Bylaw	No, prohibited by Utility Bylaw
In the event water quality impacts large business use, how is it dealt with.	Business responsible to filter water for their needs.	Business responsible to filter water for their needs.
Existing well sites, and how are they dealt with.	None known.	One existing site, and when property changes owners will be required to convert to municipal system.
	Staff stated Alberta Environment prohibits water well drilling inside a water Distribution system. This is to ensure that cross contamination does not occur.	

Discussion/Options/Benefits/Disadvantages:

Discussion previous council Meeting:

The area they are proposing to drill has a history of contamination. The town had a well in the area and had to decommission it due to contamination. Council discussed the impacts of receiving sewer with potentially contaminated septage.

They requested administration follow up with the following questions:

1. If they drill a well and it is contaminated, (assuming they continued using our sewer system) would there be an impact on our lagoon system?
 - Yes. It would have the potential to contaminate our lagoon, and possibly kill off the biology. Reclaiming the lagoon would cost millions, the risk would be directed at council for approving the water well connection.

2. What is the maximum ppm of hydrocarbons within the Wastewater Code of Practice?
 - Zero.
 - Hydrocarbons are considered a toxin and not allowed in the lagoon system. It will kill off the biology.

Municipal Water Comments:

The Town has Approval with the Province for two Water Licenses:

1. Retain two wells for non-potable truck Fill.
2. Water License in conjunction with the Highway 12/21 Regional water Commission – Annual Allotment of 228,000 cubic meters. We are currently at 90,000 cubic meters annually.

PolyAg being located within Town of Bashaw Town limits and connected to the municipal Water System would be obligated to access the service available to them.

Water wells are regulated under the Alberta Water Act, groundwater point of diversion is provincial jurisdiction, and subject to their approval.

Costs/Source of Funding (if applicable)

Applicable Legislation:

MGA

Section 3 – Municipal Purposes: (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,

Section 13 – Relationship to Provincial Law: If there is a conflict or inconsistency between a bylaw and this or another enactment, the bylaw is of no effect to the extent of the conflict or inconsistency. (This would render bylaw 465-80 ineffective)

Town of Bashaw Bylaw 465-80– No private wells, without written permission of the Town.

Alberta Water (Ministerial) Regulation

Section 8 - Diversion for household purposes prohibited. A person who is entitled to receive or receives water under a license that has been issued to another person for municipal purposes, including community water supply purposes, does not have the right to commence and continue the diversion of water under section 21 of the Act.

- PolyAg would be considered part of the community water supply purpose, as there is an existing connection.

Alberta Water Act

Household Purposes - Section 21 (2) Subject to subsection (3) and section 23 and any exemptions specified in the regulation, a person who owns or occupies land under which groundwater exists

- (a) Has the right to commence and continue diversion of the groundwater for household purposes, and
- (b) May not obtain a license for the diversion of the groundwater for household purposes.
 - The Town of Bashaw would be considered the owner/occupant of the land that the groundwater exists as they have the licensing for the area/municipality.
 - However, this legislation could be interpreted as approval in favor of the property owner; PolyAg.

There are municipalities within the province that have existing Resident owned water wells and the province is in the process of obligating the municipalities to ensure their use is decommissioned and the residents are connected to municipal sources.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Option 1 – Deny the Water Well approval for PolyAg.

Option 2 – Obtain a legal opinion and decide based on opinion result.

Option 3 – Obtain additional opinion/clarification from Alberta Environment and Parks on the Water Well request.

Administration has expressed that this water well approval is not in the municipality's best interest. Provincial legislation prohibits it.

Discussion Result:

Additional research Requested:

CAO

From: Bashaw Meats <bashawmeats@gmail.com>
Sent: April 29, 2021 8:59 AM
To: CAO
Subject: Tree Memorial

April 29 2021

Hello Town Council,

I am asking for this letter to please be taken to the next available town council meeting. My apologies for not getting it off to you sooner, so whenever there is availability for it to be added to the agenda, that would be great.

On January 23rd of this year, there was a tremendous loss for our family, and this community. Sydney Hunter, who was our niece, was taken in a tragic car accident. The impact she left behind, however will live on, in all of us forever. I am requesting approval for the planting of a tree(s) (and possibly a bench) somewhere in the community to forever memorialize and honor her memory. Sydney loved this town, and was proud to be from Bashaw. One other passion of hers, was children, as she successfully operated a dayhome right here in the community. With that being said, my vision would love to see this in one of the town parks, if possible. One thought that may come to your minds is, "why not at the school?" The truth for that is, Sydney never liked school, and couldn't wait until the day she was done.. (which she successfully did)

This of course would come at the expense of us, as well as a family will maintain and take care of the area, and also under the recommendation of what our options are for the tree(s).

I understand this is asking a lot, and will respect whatever decision is made, and I also thank you for your consideration.

Carrie Pearson

--

Thank you,

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	May 6, 2021
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	8.3 Councillor Schultz Resignation – Bashaw Ag Society Rep & Signing Authority

Background/Proposal:

Councillor Schultz has resigned effective May 1, 2021. He was the Bashaw Ag Society Representative and had signing authority with the Town of Bashaw.

Discussion/Options/Benefits/Disadvantages:

- We will need to assign a replacement representative for the balance of elected term.
- Arrange/confirm removal of signing authority.

Costs/Source of Funding (if applicable)

n/a

Applicable Legislation:

MGA

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

MOVED BY _____ to approve _____ as the Bashaw Ag Society representative until the October 2021 Annual Town of Bashaw Organizational meeting.

MOVED BY _____ to remove Councillor Lynn Schultz's signing authority for the Town of Bashaw.

Discussion Result:

Additional research Requested:

CAO

From: Candace Hodder <chodder@brsd.ab.ca>
Sent: May 3, 2021 2:58 PM
To: CAO
Subject: Graduation Banners

Hello Theresa,

Thank you for taking the time to chat with me regarding banners for our graduating students. As we discussed, the banners we did last year started as a result of the 2020 Graduates losing their graduation due to the pandemic. These banners were well received by students, families and community members so it is something we would like to continue with for the years to come. The Town of Bashaw played an important role in this by providing the services to hang the banners down main street. We recognize this comes at the cost of man power and time away from other projects so we want to express our genuine appreciation for this contribution. In order to continue with this gesture for future graduating classes, we are inquiring to see if the Town would once again be willing to hang the banners for the month of June (June 19th is technically the official grad date) and then take down?

The banners are made to fit hangers that public works already had, but if there is anything further they request we would be happy to accommodate as best we can. If this request is possible, we would provide the finished banners towards the end of the month.

On a side note, I should also add in this email the possibility of a short parade from the school, down main street on the afternoon of June 19th in the event COVID restrictions are not lifted for the graduation ceremony to take place, (if the restrictions are lifted and ceremony happens, no parade would be organized). We did this last year to try make their 'Grad Day' somewhat special, though I don't believe I followed the necessary steps in arranging it with the Town first which I apologize for. In reflection of that process, I should have contacted you and got approval first, along with any information we needed in the form of by-laws and such. Learning from that, I am now bringing it to you to ensure I am not overstepping anything. If a parade is a possibility for a celebration back-up, please let me know and we can discuss further to determine other details you might need.

I really do appreciate your consideration of these requests and am understanding to whatever decisions are made. Please let me know if you have any other questions for me.

Have a great day, I look forward to hearing back from you. 😊

Candace Hodder
Assistant Principal
Bashaw School, BRSD #31

Foreman's Report

May 6, 2021

Parks

- The tree branches are getting cleaned up along the trail, and gravel added were needed.
- The ball diamond groomers need to be rebuilt as time permits.

Lagoon Project

- Draining of Storage Pond 7 Started May 3, 2021, to get ready for the project start date of May 24, 2021

Spring Clean Up

- This week May 3-6, 2021 will be completing the clean up.

Water

- Hydrant flushing will be May 5, 2021 8:00 Am – 3:00 PM

Emergency Management

- The number of COVID cases is still increasing.
- Currently vaccinations are available for different age groups at, albertahealthservices.ca the web site for booking an online appointment, or call the Health Link 811
- (<https://www.alberta.ca/covid19-vaccine.aspx>) for current information

Respectfully yours,



Murray Holroyd



CHIEF ADMINISTRATOR'S REPORT
Submitted for May 6, 2021 Regular Meeting of Council

➤ Action List Items from April 29, 2021 Meeting:

Letter from Robinson Place Residents – the notification to the residents is anticipated to be completed this week.

Bashaw Pickle Ball Club – email was sent notifying them of Council decision. They are declining to proceed.

Bashaw Community Hall Board – email was sent requesting the updated financial information.

Bashaw Bus Society – Letter and cheque anticipated to be generated shortly.

Bashaw Municipal Library – Letter and cheque anticipated to be generated shortly.

Outstanding from Prior Meetings:

Community Water Invoicing – Consumption information is anticipated to be provided to them.

Administration to contact Curling club about changes to their lease agreement when it expires.
(outstanding)

Residential Land – Online Sales – Outstanding

Regional Flush Truck agreement – Outstanding.

➤ Administration Update:

Nothing new to report.

➤ CAO Activities/Meetings:

No new meetings since previous council meeting.

➤ Day to Day:

Items worked on:

Agenda preparation and research between phone calls and walk in inquiries.

Respectfully submitted,

Theresa Fuller, Chief Administrative Officer