



**REGULAR MEETING OF COUNCIL
MINUTES**

Thursday, April 4, 2022 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Electronic Conference

In Person: CAO Fuller (5:45 pm), Mayor McDonald (5:48pm), Deputy Mayor Gust (5:55pm), Councillor McIntosh (5:50pm), Councillor Orom (5:55pm), Councillor Northey (5:55pm) and Foreman Taylor (5:45pm)

Zoom Connection: Press Representative - Stu Salkeld - East Central Review (5:58pm)

Public Zoom: None

Recording Secretary: Loretta Paget (5:45pm)

Absent: None

Press: Stu Salkeld

Public: None

1. CALL TO ORDER by Mayor McDonald at 6:00 pm.

2. PUBLIC HEARING – None.

3. ADDITIONS & AGENDA APPROVAL

MOVED by Deputy Mayor Gust to approve the April 4, 2022, Regular Meeting of Council Agenda with the addition of an Audit meeting discussion in section 11.

MOTION #072-2022

CARRIED.

4. MINUTES

4.1 Minutes of the March 21, 2022, Regular Meeting of Council

MOVED by Councillor Orom to approve the minutes of March 21, 2022, Regular Meeting of Council.

MOTION #073-2022

CARRIED

5. DELEGATIONS - None

6. BYLAWS - None

7. NEW & UNFINISHED BUSINESS

7.1 2022 Municipal Sustainability Operating Grant Application

MOVED by Deputy Mayor Gust to approve the 2022 Municipal Sustainability Operating Grant listing as follows, General Administration \$16,799.24, Libraries \$15,664.90, Public Security and Safety \$47,127.25, Public Transit \$5,000.00, Wastewater \$6,300.00, and Water \$3,000.00 for a total of \$93,891.39.

MOTION #074-2022

CARRIED

7.2 2022 Preliminary Budget Draft

Discussion regarding the budget. Several items were transferred to other funding sources.

7.3 Communications Policy Request – Councillor McIntosh

MOVED by Councillor McIntosh that Council direct administration to draft a Communications Policy pertaining to its communication with the public via traditional and electronic means, no later than the end of 2022, that will:

A) Identify best practices for staff to engage with the public;

B) Set forth a clear Social Media Terms of Engagement for the public's engagement with the Town;

C) Outline minimum training requirements within the corporate body for use of communications tool including social media;

D) Establish requirements for issuing proclamations and formal correspondence including letters of support and congratulatory notes;

E) Lay out timelines for review of this policy.

MOTION #075-2022

CARRIED.

MOVED by Councillor McIntosh to direct administration to research and report on the cost of email accounts for each Council member.

MOTION #076-2022

CARRIED.

8. COMMITTEE & STAFF REPORTS

8.1 Committee Reports

- a. Mayor McDonald – March 28, 2022 – Bashaw Municipal Library – all is going well.
 - Received an email invitation to Doug Griffiths conference in Jasper
 - Received CN Vegetation control email.
- b. Deputy Mayor Gust – nothing to report.
- c. Councillor Northey – Met with MP Damien Kurek in regard to small towns and the lack the ability to receive Grant support. He recommended we forward information regarding our applications to him, and he will provide support letters.
 - attended BARB Annual General Meeting
 - Presentation at the Local Government Administrators Association Conference in Red Deer.
- d. Councillor Orom –April 1, 2022 – Camrose & Area Lodge Authority meeting. 2021 Audit Review provided. Rosealta has 23 vacant suites, Bashaw Meadows is also experiencing vacancies. They are researching ways to fill the facilities up. Bashaw Meadows is currently on lock down, as per Camrose & Area Lodge authority. May 6, 2022, is the next meeting date.
- e. Councillor McIntosh – April 2, 2022 – Completed the EMS Service plan survey.

8.2 Staff Reports

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

MOVED by Councillor McIntosh to accept April 4, 2022, Council and Staff reports as information.

MOTION #077-2022

CARRIED.

9. CORRESPONDENCE - None

10. CLOSED MEETING OF COUNCIL - None

11. NEXT MEETING: April 19, 2022 – 6:00 pm, Regular Meeting of Council
April 26, 2022 – 6:00 pm Auditor, 6:30 pm CN

12. ADJOURNMENT – Councillor Northey at 9:11 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER