

**TOWN OF BASHAW**

**Minutes of the Regular Meeting of Council  
held Tuesday, November 1, 2011 7:00 pm in the  
Town of Bashaw Council Chambers**

Present                    Mayor                    Bob Cammidge

                                 Councillors:            Bryan Gust  
                                                            Jason Olson  
                                                            Rob McDonald  
                                                            Penny Shantz

                                 Staff:                    Rosemary Wittevrongel, CAO  
                                                            Murray Holroyd, Public Works Foreman

                                 Public:                    Anjah Howard, Camrose County Planner  
                                                            Ross Garbe, Fire Chief

Call to Order            Mayor Cammidge called the meeting to order at 7:00 p.m.

**A.    AGENDA**

AGENDA  
APPROVAL  
Res 285 -2011

1.    **MOVED** by Councillor Gust to approve the November 1, 2011 agenda as presented.

**CARRIED**

**B.    DELEGATIONS:**  
N/A

**C.    MINUTES**

OCTOBER 18, 2011  
ORGANIZATION  
MEETING MINUTES  
Res 286-2011

1.    **MOVED** by Councillor Gust to accept the minutes of the October 18, 2011 Organizational Meeting as information.

**CARRIED**

OCTOBER 18, 2011  
REGULAR MEETING  
MINUTES  
Res 287-2011

2.    **MOVED** by Councillor McDonald to accept the minutes of the October 18, 2011 Regular Meeting as presented.

**CARRIED**

**D.    COMMITTEE REPORTS**

1.    Mayor Bob Cammidge reported on the following:
- ***Boom Town Trail Fall Conference*** was held in Tees, October 19, 2011. A number of presentations were given by various groups: Alberta Tourism – Parks and Recreation, Merinda Conley - Downtown Revitalization, Naomi Williams - Geocaching and what has been done in our area, Beke Brinkman - Natural Places and promoting them, and Travel Alberta – working together and marketing our area.
2.    Councillor Shantz presented the following
- ***Boom Town Trail conference***
  - ***Living within Our Landscape***, 2<sup>nd</sup> of the Speaker series, ‘Cows & Fish’ was held October 24, 2011.

3. Councillor McDonald attended the following:

- ***Bashaw Youth Foundation Ladies Night Out*** on October 22, 2011. It was an extremely successful event.

4. CAO Wittevrongel reported on the following:

***Senior's Assisted Living Project/Vista's Infrastructure***

- Bethany Board has given the approval for the additional costs and the project will have its Sod Turning event, November 4, 2011 at 1:30 pm.
- Alberta Health Services Ms. S. Allen has indicated by email that she will have her office set up a conference call with the Town to discuss the community health needs assessment.

***Administration/Operations***

- 2012 draft budget is being researched and compiled. The quote for the museum roof repair has been received from a local contractor (\$1548.32). It was recommended that eaves trough be installed on the museum portion of the roof to correct the drainage direction away from the storage building.
- Emergency Operations Center project equipment and communications are being researched. Initial contact has been made with Telus to discuss the phone service requirements and ensure that the service fees will be sustainable in our budget.

5. Town Foreman Holroyd's report was presented to Council on various Town Projects:

***Vista's***

- The water and sewer lines are complete.
- The road base and alley are completed to the requirements for this portion of the project.

***Water Valve Replacement***

- The first valve was installed without any difficulty; the rest made up for it. The valves around the Care Center do not shut the water off when closed.
- Two valves that were not on the replacement plan broke and were replaced.
- To shut the water down to install the valves an insertion valve had to be installed at 53 Avenue and 53 Street.
- There are at least three more valves to be replaced next year and two new ones to be added.
- The way the system is set up there was only one other valve to close and the whole town will have to be without water while making the last repair. To fix this a new valve should be installed so water can be routed in another direction.

***Fire Pump***

- We should have the new fire pump by mid November.

**E. BUSINESS**

**SUBDIVISION  
APPLICATION – PLAN  
Res 289-2011**

1. **MOVED** by Councillor Olson that the Town of Bashaw Council approve the Subdivision Application Plan 822 2530, Block 1 subject to the following conditions:
  1. The subdivision is to be carried out in a manner approved by the Registrar of Land Titles and drawn up by an Alberta Land Surveyor.
  2. Any outstanding taxes are to be paid to the municipality.
  3. No reserves are due as they were taken as part of a previous subdivision.
  4. That the developer is responsible for the relocation of, or easements for, any Atco Gas facilities required as a result of this subdivision. Contact Atco Gas.
  5. That the subdivision boundaries must ensure that no portion of Building #1 or Building #2 encroach on the adjacent lands. This may mean relocating encroaching structures.
  6. That the developer must create a separation of 1m between the two structures prior to endorsement to create some physical separation between the two Buildings where they are joined.
  7. That the developer must provide approval for the subdivision from the municipality approved Fire and Building Inspectors to the satisfaction of the subdivision authority. Any upgrades to the structures required because of the subdivision will be the responsibility of the developer and must be completed prior to endorsement.
  8. That the developer pays Camrose County the \$100 endorsement fee prior to registration.
  9. That the developer submits all documentation proving that the above conditions have been met to Camrose County prior to endorsement.

**CARRIED**

Anjah Howard left the meeting at 8:10 pm and Council thanked her for her attendance.

**FIRE DEPARTMENT  
STANDARD OPERATING  
GUIDELINES  
Res 290-2011**

2. **MOVED** by Councillor Gust that the Town of Bashaw Council approves the revision to Policy 23.10, Fire Department Operating Guidelines, Section D. Membership, 2 a) active status to add “Any member who is absent from practices for more than one year shall no longer qualify to be a member of the volunteer fire department”.

**CARRIED**

Council thanked Fire Chief Garbe for his attendance and he left the meeting at 8:20 pm.

**HIGHWAY 12-21  
WATER SUPPLY -  
RATES  
Res 291-2011**

3. **MOVED** by Councillor Shantz that the Town of Bashaw Council approves the rate of \$0.95 per cubic meter for 2012 to the Highway 12/21 Water Commission for the supply of water to Ferintosh and New Norway.

**CARRIED**

**COUNTY FCSS  
FUNDING  
Res 292-2011**

4. **MOVED** by Councillor Gust that the Town of Bashaw Council accepts the Camrose County correspondence regarding 2012 FCSS funding allocation as presented.

**CARRIED**

5. **MOVED** by Councillor Shantz that the invitation to the AHS Leadership Report to the Community on November 16, 2011 be accepted as presented.

**CARRIED**

6. **MOVED** by Councillor McDonald to accept the RCMP Quarterly Report as presented.

**CARRIED**

**F. INFORMATION**

1. A list of minutes and reports available to Council was circulated.

**MOVED** by Councillor Olson to accept information items F1 as presented.

**CARRIED**

Foreman Murray Holroyd left the meeting at 9:03 pm.

**G. IN CAMERA**

1. **MOVED** by Councillor McDonald to proceed in camera at 9:03 pm.

**CARRIED**

- i) Engineering Services Consultant  
ii) Regional Intern Initiative Participation – Year 2

2. **MOVED** by Councillor Olson to reconvene at 9:24 pm.

**CARRIED**

3. **MOVED** by Councillor Gust that the Town of Bashaw Council undertake an RFP process to select engineering consulting services from a number of engineering firms who offer municipal engineering services and have staff experienced in providing municipal infrastructure engineering services.

**CARRIED**

4. **MOVED** by Councillor Shantz that the Town of Bashaw Council participates in the Regional Intern Program with its partners and supports participation at the 50% level.

**CARRIED**

**H. ADJOURN**

1. **MOVED** by Councillor McDonald to adjourn at 9:25 pm.

**CARRIED**

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**