



## REGULAR MEETING OF COUNCIL

### A G E N D A

Tuesday, June 14, 2022 @ 6:00 pm.

**Blended Meeting: Community Hall Small Room & Zoom Access**

1. CALL TO ORDER
  - 1.1 All participants to be informed this meeting is being recorded.
  - 1.2 Attendees will be listed verbally.
2. PUBLIC HEARING
3. ADDITIONS & AGENDA APPROVAL
4. MINUTES
  - 4.1 Minutes of the May 30, 2022, Regular Meeting of Council
5. DELEGATIONS
  - 5.1 Development Application 2022-1 – Mr. Wayne Moonias, Louis Bull Council
6. BYLAWS
  - 6.1 Waste Bylaw 639 – 99 Discussion
7. NEW & UNFINISHED BUSINESS
  - 7.1 Town of Bashaw Monthly Statement – Correction for April and May 31, 2022, Statement
8. COMMITTEE & STAFF REPORTS
  - 8.1 Committee Reports
    - a. Mayor McDonald
    - b. Deputy Mayor Gust
    - c. Councillor Northey
    - d. Councillor Orom
    - e. Councillor McIntosh
  - 8.2 Staff Reports
    - a. Foreman Report
    - b. CAO Report
9. CORRESPONDENCE
  - 9.1 Lightcatch App Information
  - 9.2 Town of Tofield – Alberta Provincial Police Force
  - 9.3 Town of Tofield – Alberta Utility Fees
  - 9.4 Alberta Municipal Affairs – 2021 Grant Funding Allocations
  - 9.5 M.P. Damien C. Kurek – Rural Canadian Needs inquiry
10. CLOSED MEETING OF COUNCIL

None.

11. NEXT MEETING: July 4, 2022 – 6:00 pm, Regular Meeting of Council  
July 18, 2022 – 6:00 pm, Regular Meeting of Council

12. ADJOURNMENT



**REGULAR MEETING OF COUNCIL  
MINUTES**

**Monday, May 30, 2022 @ 6:00 pm.**

**Blended Meeting: Council Chambers & Zoom Electronic Conference**

**In Person:** CAO Fuller (5:40 pm), Mayor McDonald (5:57 pm), Deputy Mayor Gust (5:54 pm), Councillor McIntosh (5:49 pm), Councillor Orom (5:54 pm), Councillor Northey (5:54 pm) and Foreman Taylor (5:30 pm)

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

**Public Zoom:** Harvey Turcotte, Lexi Roorda

**Recording Secretary:** Loretta Paget (5:45 pm)

**Absent:** None

**Press:** Stu Salkeld

**Public:** Chris Burt (5:45 pm), Connie & Byron Nand (6:02 pm), Ty Wilson (6:13 pm)

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

2. PUBLIC HEARING – None.

3. ADDITIONS & AGENDA APPROVAL

**MOVED** by Councillor Northey to approve the May 30, 2022, Regular Meeting of Council Agenda with the addition of Item, 7.15 Closed Meeting of Council: Personnel – FOIP Section 17.

**MOTION #120-2022**

**CARRIED.**

4. MINUTES

4.1 Minutes of the May 2, 2022, Regular Meeting of Council

**MOVED** by Councillor Northey to approve the minutes of May 2, 2022, Regular Meeting of Council.

**MOTION #121-2022**

**CARRIED**

4.2 Minutes of the May 16, 2022, Regular Meeting of Council

**MOVED** by Councillor McIntosh to approve the minutes of May 16, 2022, Regular Meeting of Council.

**MOTION #122-2022**

**CARRIED**

4.3 Minutes of the May 19, 2022, Special Meeting of Council

**MOVED** by Councillor Orom to approve the minutes of May 19, 2022, Special Meeting of Council.

**MOTION #123-2022**

**CARRIED**

5. DELEGATIONS

5.1 Fortis Franchise Fee – Chris Burt

Chris Burt shared information regarding the Fortis Franchise fee and intention to renew the next term of the agreement.

**MOVED** by Councillor McIntosh to accept the Fortis Franchise Fee presentation provided by Chris Burt as information and support renewal.

**MOTION #123-2022**

CARRIED

#### 5.2 Main Street & Entrance Revitalization Committee – Ty Wilson

Ty Wilson shared with council information and discussion regarding accessing grant funds to beautify main street. The intent is not to proceed with capital projects, however, to look at installing bollards, accents for green spaces, lighting and signage as possible aspects. He talked about creating a vision and an itemized list. There was additional dialogue regarding which to do first apply for grants or get approval on projects from Council. It was agreed that it may be easier to apply for the grants first, then bring project information to council.

**MOVED** by Councillor Northey to support in principle the Main Street Revitalization Committee in conjunction with the Bashaw & District Chamber of Commerce to allow them to go forward with Grant writing with regard to main street improvements.

**MOTION #124-2022**

CARRIED

Chris Burt and Ty Wilson left the meeting at 6:36 pm

#### 6. BYLAWS - None

#### 7. NEW & UNFINISHED BUSINESS

##### 7.1 Development Permit Application No. 2022-03

**MOVED** by Deputy Mayor that Council issue the attached Development Permit 2022-3 which is for the purpose of 30 ft by 18 ft Accessory Building (Outbuilding) and 3 existing Accessory Buildings (2 Tent sheds, and 1 sea-can) and all associated conditions with the amendment to the permit to remove the ability to appeal, as the location is in a Direct Control zone.

**MOTION #125-2022**

CARRIED

##### 7.15 Closed Meeting of Council – Personnel – FOIP Section 17

**MOVED** by Councillor Northey to move into Closed Meeting of Council for item 7.15 – Personnel – FOIP Section 17 at 7:00 pm.

**MOTION #126-2022**

CARRIED

Foreman Taylor, Recording Secretary Paget, Connie & Bryon Nand, and Zoom participants all exited the meeting at 7:00 pm.

**MOVED** by Councillor Northey to move out of Closed Meeting of Council for item 7.15 – Personnel – FOIP Section 17 at 7:40 pm.

**MOTION #127-2022**

CARRIED

Foreman Taylor and Recording secretary Paget returned to the meeting at 7:41 pm. Zoom participants Harvey Turcotte and Lexi Rooda reconnected when the meeting resumed.

##### 7.2 2022 Capital Budget

**MOVED** by Councillor Northey to approve the Town of Bashaw 2022 Capital Budget listing as presented.

**MOTION #128-2022**

CARRIED

**MOVED** by Councillor McIntosh to move \$40,538.00 from Restricted for Capital Subdivision, Land & Development to Restricted for Operating Roads & Streets Operating.

**MOTION #129-2022**

CARRIED

**MOVED** by Councillor Orom to approve the 2022 Roads, Streets Project of \$54,000.00; accessing \$40,538.00 from Restricted for Operating Roads & Streets Operating reserve and \$13,462.00 from MSI Capital Grant.

**MOTION #130-2022**

CARRIED

**MOVED** by Deputy Mayor Gust to move \$61,100.00 from Restricted for Capital Subdivision, Land & Development to Restricted for Operating Administration.

**MOTION #131-2022**

CARRIED

**MOVED** by Deputy Mayor Gust to approve the Industrial Subdivision Design Project of \$61,100.00; funded from Restricted for Operating Administration reserve.

**MOTION #132-2022**

CARRIED

### 7.3 Multiyear Operating Budget

**MOVED** by Councillor Northey to approve the 2022 – 2026 Multiyear Operating Budget as presented.

**MOTION #133-2022**

CARRIED.

### 7.4 Cemetery Mowing and Trimming Proposal

**MOVED** by Councillor McIntosh to decline the Cemetery Mowing and trimming Proposal.

**MOTION #134-2022**

CARRIED.

### 7.5 Bashaw Soccer – Storage Shed placement request

**MOVED** by Deputy Mayor Gust to direct Administration along with Public Works to find an appropriate spot that will accommodate placement of the Soccer & Fun Hockey Storage shed location.

**MOTION #135-2022**

CARRIED.

### 7.6 2022 Public Auction Terms & Conditions of Sale

**MOVED** by Councillor Northey to approve the Terms and Conditions of Sale for the 2022 Public Auction as presented within the May 30, 2022, Council agenda package.

**MOTION #136-2022**

CARRIED.

**MOVED** by Deputy Mayor Gust to direct administration to ask a local Real Estate Agent for a Market valuation on lots: 5035 – 49 Avenue, and 5037 - 49 Avenue, Bashaw; Rolls 001522 and 001523 that are currently in Tax recovery status.

**MOTION #137-2022**

CARRIED

### 7.7 Town of Bashaw Balance Variance Report

**MOVED** by Deputy Mayor Gust to approve the April 30, 2022 - Bashaw Balance Variance Report as presented.

**MOTION #138-2022**

CARRIED.

7.8 Town of Bashaw April 30, 2022, Monthly Statement

**MOVED** by Councillor McIntosh to approve the April 30, 2022, Town of Bashaw Monthly Statement.

**MOTION #139-2022**

CARRIED.

8. COMMITTEE & STAFF REPORTS

8.1 Committee Reports

- a. Mayor McDonald – May 9 attended Library meeting. June 3 scheduled to meet with Maskwacis Tribal Council at an informal breakfast.
- b. Deputy Mayor Gust – May 21 participated in the Mirror parade. Attended Bashaw Historical Society AGM & directors meeting.
- c. Councillor Northey – Is the new Chair for the Recreation board and they are busy applying for grants. Attended the Parkland Regional Library meeting as well as the Historical Society AGM & directors meeting.
- d. Councillor Orom – No meetings attended. Talked with Carla Beck, CEO of The Bethany Group as many residents have approached her with concerns within Heritage house, Bashaw Meadows, and Lakeside. Obtained appropriate contacts for residents to share their concerns.
- e. Councillor McIntosh – Drafted a letter on May 9, 2022, to the Justice Minister as well as the RCMP, draft letter generated, however was not required with the recent attendance of the RCMP at the last council meeting. Received an influx of concerns regarding information on social media from residents, numbering about a dozen interactions. Rebel Run was a successful event. Thanks, the Town of Bashaw and many volunteers; for their contribution towards the Bashaw School's Rebel run.

8.2 Staff Reports

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

**MOVED** by Councillor McIntosh to accept May 30, 2022, Council and Staff reports as information.

**MOTION #140-2022**

CARRIED.

9. CORRESPONDENCE

- 9.1 Town of Mundare – Alberta Provincial Police Force
- 9.2 Village of Coutts – Increasing Utility Fees
- 9.3 CN Grade Crossing Maintenance – Maintenance Project will not be charged to Road Authority

**MOVED** by Councillor Orom to accept the May 30, 2022, Correspondence as information.

**MOTION #141-2022**

CARRIED

10. CLOSED MEETING OF COUNCIL – Earlier in the agenda.

11. NEXT MEETING: June 14, 2022 – 6:00 pm, Regular Meeting of Council

12. ADJOURNMENT – Deputy Mayor Gust at 8:56 pm.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER



2825 19th Street, Didsbury, Alberta T0M 0W0  
Phone: 403.586.5478 Email: james@fnstructures.ca / energydevelopers@gmail.com

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June 6, 2022

Mayor Robert McDonald  
Bashaw Town Council  
Email: rob.bashaw.council@gmail.com

Dear Mayor Robert McDonald,

MOTION #112-2022

Please accept this as our written acknowledgment of a 90 day time extension to the 40 day time-period for the Development Authority to make a decision on the Development Permit.

Sincerely,

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Lucy Smolicic, Executive Assistant  
403-869-7560  
[lucyenergydevelopers@gmail.com](mailto:lucyenergydevelopers@gmail.com)

Cc: Ms. Audrey Ward, Mr. James Carpenter, Dr. Tony Mucciorne, Councillor McIntosh, CAO



June 2, 2022

Development Permit Application No. 2022-1  
Bear Hills Family Wellness Centre  
5430 51A Street, Bashaw, AB

**Early submission of our Response to MOTION #111-2022:**

Digital and Hard Copy Response to Motion #111-2022 submitted on June 2, 2022 (deadline was set to 'by June 8, 2022' by Council). We acknowledge this is to be shared publicly and will also share publicly ourselves by way of offering it on the Bear Hills Family Wellness Centre's Facebook Page and offer the Public an option to have it emailed directly to them.

**Digital Response submitted:**

Mayor McDonald      [rob.bashaw.council@gmail.com](mailto:rob.bashaw.council@gmail.com)  
Councillor McIntosh      [hello@betterbashaw.com](mailto:hello@betterbashaw.com)  
CAO, Ms. Fuller      [cao@townofbashaw.com](mailto:cao@townofbashaw.com)

**Hard Copy Response submitted:**

In person by Ms. Lucy Smolcic to the Town of Bashaw at 5011 52 Ave, Bashaw, AB. Six copies have been delivered, one for each Member of Council and one for the Town's CAO.

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We have requested to speak to our application. Our deadline to submit this response was set by Council to June 8, 2022. We have submitted our response 6 full days prior to this deadline given.

We look forward to having a scheduled public meeting allowing us the opportunity for our application to be heard, spoken to and have an open dialogue with Council, and we understand the deadline to do so is prior to the weekend of June 11, 2022. We are prepared to attend a public meeting of Council for their decision on our application by Special Meeting called prior to the 40-day time-period expiring the weekend of June 11, 2022 and ask for sufficient notice.

Regarding Motion #112-2022, we would be agreeable to an extension of possibly near end of month (June) if Council requires time, but we don't believe there is an MGA requirement for a full 90-day extension. A shorter extension provided to Council, should they require one, could be written. We ask that we be provided with sufficient notice of Council's options.

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**MOTION #112-2022**

**a. More details regarding each use including numbers of users, type of care required for guests, etc**

Information regarding uses has been provided in our response dated April 20, 2022. Within this response, please reference pages:

- 2 through 8; Information was shared to explain Indigenous Wellness, Culture, practices, teachings and descriptions were provided
- 9 - 2.b; Average number of Clients were provided
- 11 - 3.ii, 3.iii, 3.v, 36 - vii, 39 - c, 41 - paragraph 4; Information regarding type of care was provided

**We offer the following information in addition to the previously submitted responses:**

- **Number of Clients**
  - Each family, just like the families you know, have a different number of members and consist of different ages. We would like to say an average of 5 people per family and possibly up to 4 or 5 families attending the Centre at a given time, but families of course vary in ages, size, and needs.
- **Type of care**
  - We provide the accommodations for our Clients to be able to continue to provide their own self-care during their stay, as they would at home.
  - We are basically offering hotel rooms to support the Program overnight for up to a maximum of 90 days.

**b. More details regarding how each bed will be utilized and confirmation of mandatory stays or not**

- **Bed**

- Each Client will have a designated room which has a bed(s), fully supplied with clean linen and bedding.
- We provide the towels and other amenities you would usually find in a temporary stay setting (i.e. motel).
- Each room is set up in a way that we hope will give Client's privacy and make them feel at home.

- **Mandatory stays**

- All our Clients will be attending the Centre voluntarily, no one is forced to attend the Centre or its Programs.
- During their voluntary stay at the Centre, each Client will be free to exercise their right to end their stay at the Centre should they decide to do so.
- As we will have policy and procedure in place at time of Licensing, there will be set procedures in place for Clients who may choose to withdraw from the Program at any time.
- Those who do not wish to attend the Centre, won't. Those who wish to leave the Centre's Program, will. This will all be carefully regulated. We are a professional group and are prepared to obtain all necessary licensing which would ensure proper and safe policies and procedures are followed at all times, otherwise we would be shut down. Once we receive Bashaw Council's approval, all licensing will be complete prior to opening the Centre.

**c. More details regarding interactions of uses within the site**

Our uses within the Centre will be arranged and organized once we begin the setup of the Centre. There are several areas currently which would allow for spaces for certain parts of our Program to be offered. Please reference our example of weekly schedules in our response dated April 20, 2022 on Pages 15-19.

**d. Clarity indicating site access points and how access will be monitored/limited**

We have 4 access (entry/exit) points at the Centre as indicated in our response dated April 20, 2022, specifically on Page 26 (building access plan drawing) as well as Page 29 (on-site safety plan drawing). We will have 24 hour video surveillance and the doors will be locked at all times, other than the main entry door.

**e. On-site safety plan prepared by a qualified professional which at minimum addresses interaction of uses within the site, outdoor activities, involvement of RCMP and EMS, emergency situations, restriction of illicit drugs and weapons, detailed supervision plans, lock-down hours, visitor access, consequences of not following the safety plan, managing out-patient safety, curfews, missing persons, etc**

An on-site safety plan must be specific to one's location, set up and factually based information. As we are not in a position to begin to set the Centre up for our intended purpose (i.e. prepare which area is best suited for learning, for sharing circles, and such), and as we do not have our Staffing in place nor an approval to move forward, we cannot provide more absolute site specific safety plans to provide to the Town Council. We have offered the Town, in our response dated April 20, 2022, our full intent to provide them with an on-site safety plan with full compliance to the Town once we receive their approval for use. Please reference pages 27-29 in our response from April 20th. References were also made to these in our April 20, 2022 response: Pages 2-8 and 11-25 (information on uses and program), Pages 27-30 (on-site and off-site safety plans and information), Pages 30, 36, 37 and 40 (RCMP involvement), Page 11.3.e and 3.vi (supervision).

Additional Information:

**Interaction of uses within the site, outdoor activities:**

Once we receive approval, we will organize and set up the Centre to provide appropriate, acceptable and safe interaction of uses within the site. We will also provide outdoor activity safety within our on-site safety plan.

**Prepared by a qualified professional; Involvement of RCMP and EMS, emergency situations:**

We are willing to seek a qualified professional and welcome any information or direction to a preferred qualified professional to be sought. We have reached out to the Bashaw RCMP and left a message for Commander Cusack

in hopes to engage in proactive dialogue regarding this matter and any other that might be of concern to the local detachment. As we understand it, in any emergency situation citizens of Alberta are to call 9-1-1. Clients of our Centre will have access to emergency services as all Albertans do (also noted in our response as per AHS headquarters, page 35. iv).

This on-site safety plan could be a condition to approval from the Town for our application for the change in use, and when we apply for Government funding we will provide our full safety plan as part of our Licensing Application.

**Restriction of illicit drugs and weapons:**

Zero tolerance, these will not be permitted. There will also be no alcohol or illegal activities permitted.

**Detailed supervision plans, visitor access:**

The already submitted answer provided to Council and the Public (page 11 in our April 20th response) being "As per the appropriate Licensing Authority, there is no legislation or regulation determining a requirement for supervision, nonetheless we offer the following information:.....24 hour staffing that will be awake with a minimum of 2 staff present and awake at all times; ....Up to 40 Clients with approximately 6 day/evening staff.... Up to 40 Clients with a minimum of 2 night staff present and awake...Although Clients do not require supervision, there will be a minimum 1 staff member for adults and 1 staff member for youth/children at all times. The Centre will be staffed for 24/7 operation..... Visitors do not require supervision. All visitors will be required to check in at the main entrance as per safety procedures (in case of emergency, evacuation, and such)....."

**Lock-down hours, curfews, missing persons:**

Should Council truly find a need to require the Centre to be locked down or for the Clients to require curfews, we would impose a lock down 10:00pm - 7:00am (that being said the Centre will have a security monitoring system in place 24/7). We would respectfully ask the Council to offer reasoning for these requests and would comply once provided with reason. As this is a voluntary wellness Centre where the Clients are not ill, in need of medical attention, considered in any level of care, and only wanting to attend a culturally based wellness program, they will be treated respectfully and equal to all free citizens of Alberta. Missing persons would be dealt with according to standard protocol. We would first try to locate the person, call their cell, reach out to their known contacts, reach out to the local community and such. In cases of missing children, this would be an immediate call to authorities and a search party would be organized with no hesitation.

**Managing out patient safety:**

Our Clients are not patients. Our Client's safety, when they are in the public, are equal to all others' safety when visiting any Town, Village, City, or area in Alberta and in Canada. Should Council have knowledge of safety concerns to our Clients we would ask that this be provided to us immediately so we can properly address it. Any known safety concerns to anyone are to be reported and dealt with properly as soon as the concern arises.

**Consequences for not following the safety plan:**

The safety plans will be a mandatory part of orientation for Clients and Staff and should someone not follow the safety plan, we would ensure we go over the plan and reinforce the importance of these safety procedures until they fully understand its importance.

**Prepared by a qualified professional:**

At this time, we have incurred high costs in answering previous requests set forth by the Town of Bashaw Council and would respectfully ask that this be taken into consideration. Without the Approval to Use this building and rental of it, to continue to justify expenses without having an established set up is confusing and costly. We assure the community of Bashaw and the Town Council that once we receive Approval, we will absolutely submit a legal, appropriate, and site-specific on-site safety plan to the Town.

**f. Off-site safety plan prepared by qualified professional which at a minimum addresses crime and safety of neighbouring residents, RCMP involvement, out-patient access, etc**

**Prepared by a qualified professional, RCMP involvement:**

Response in "e" above applies here as well. This off-site safety plan could be a condition to approval from the Town for our application for the change in use, and when we apply for Government funding we will provide our full off-site safety plan as part of our Licensing Application.

**Addressing crime and safety of neighbouring residents**

We are unaware of how the Centre can contribute to addressing crime and safety of neighbouring residents. Our Clients are families who are attending our Centre for culturally based programs to improve wellness.

**Out-patient access**

Our Clients are not patients. Quiet hours for the Centre are set to be between the hours of 10:00pm to 7:00am. When we are closer to opening, it may be determined to be set at 9:00pm but this will need to be addressed with both Town Council and Licensing. During these hours, the Centre will be secured and locked and no person will enter the building unless they are staff members or there is an emergency. A security system will be in place to alert any attempt to open an access door to the Centre during these times. This system to be monitored both by selected, appointed Staff as well as remotely.

Visitors will be at the discretion of selected, appointed Staff whether to accept or not based on what is happening at the Centre and the type of visitor. Generally, visitors will be very limited as the purpose of the Centre is to focus on the family unit and achieving their wellness but visitors will be considered pending circumstance.

**Sign in/Sign out sheet which will, at minimum, include:**

Client name

Client cell number

Intended reason for signing out (i.e. visit the grocery store to purchase candy, go to the library)

Time left and Time returned

This will apply to each Client, regardless of leaving the Centre alone or with others. Each Client must complete this sheet for safety purposes and would be a part of our fire safety, Client safety and community safety plans. Potential visitors of the Centre would have a separate sign in/out sheet which would reflect similar information with the addition of purpose of visit and where within the Centre they are visiting (i.e. joining family for meal, attending to deliver a book to read and such).

**We will have a system in place which would include a file on each Client of our Centre. The file would include, but not be limited to each Client's:**

Photo

Date of birth

Allergies

Dietary restrictions

Medications

Known health concerns (i.e. diabetes)

Cell number

Emergency contacts

Family physician and contact information

Home address

List of family members attending

etc

**g. Collaboration of guests and visitors into Bashaw community, specifically addressing interaction with neighbouring landowners and existing community service providers (i.e. recreation and social services)**

We look forward to revisiting our direct communication with local business and services offered in the Town of Bashaw. On behalf of the proposed Bear Hills Family Wellness Centre, Ms. Lucy Smolcic had reached out by telephone to many of these great places back in October and November of 2021. Ms. Lucy Smolcic was happy she was able to directly communicate and discuss not only the Centre's purpose and intent, but to ask business owners and service providers if they would welcome our potential Clients into their community, and for them to take part in the economic viability of the Town.

We are happy to say that the majority of businesses and services were very welcoming. A list was created with notes of this communication. As we understand the process of our application has taken us now past half a year since this specific outreach had taken place, we of course would renew the contacts made and now that we know the Town better, we would add more to our contact list and revisit the potential opportunities between our Clients and their active participation within the Bashaw community. During the telephone consultation process, business were contacted as well as places such as the local Library and the Farmer's Market.

As Ms. Lucy Smolcic has expressed personally to many, we do not wish our Clients to enter or take part in anything in Bashaw's community where they are not welcome, this would not be in anyone's best interest. We would ensure open lines of communication and the Centre would have a confirmed list of businesses and services available and open to our Client's participation. We would provide a schedule and when necessary, confirm in advance any rental of the Arena, just as an example.

The increase in economic viability of Bashaw's businesses and services with active purchases and involvement from our Clients and Staff we believe would not only be a positive but would build relationships between our communities. The Centre has also stated we would source all necessary and desired products locally from within Bashaw as first choice. Again, we would purchase what's offered by the Town only from those who welcome our involvement in this beautiful community. Any business or service has the option to place themselves on or remove themselves from our preferred vendors list by contacting us at any time.

We look forward to the day we are preparing to obtain licensing after we receive Council's approval for use, when we can reach out once again and renew this connection and prepare our preferred vendor list.

**h. Environmental public health review to confirm that the building is fit for habitation including but not limited to items such as mold and asbestoses**

There is no asbestos or mold.

**This building was decommissioned then recommissioned in 2016/2017 and it has been in operation ever since.**

We will have a complete report which will be provided to Alberta Health Services as part of our Licensing Application.

Camrose and Area Lodge Authority were the previous owners of this building. In saying this it is confidently implied that there were no asbestos or mold concerns. In 2016/2017, the current owners applied for licensing as a Senior's lodge and once again, there was no asbestos or mold. This is information that the Town of Bashaw has within their own records and we are confident this will continue to be the result, no asbestos or mold, once we are ready to apply for licensing and go through the required Environmental Public Health Review in that same process. This concern, should it ever be one, would ensure we do not pass inspection during the review process performed by licensed professionals who are dedicated to providing the necessary documents to successfully obtain Licensing in Alberta.

Our response dated April 20, 2022, Pages 47-48, confirmed that we spoke with Alberta Environmental Public Health (based out of Ponoka) and that we would, as per their direction, have them perform their review of the

Centre once we are set up. The Town is protected by Government of Alberta Licensing and the assurance of Public Health & Safety, which will be provided to the Town of Bashaw Council prior to the start up of the Centre.

**i. Confirmation of relationship with medical professional when required and contingency plans in event local doctor is unavailable**

As stated in our response on April 20th, our partnerships and collaborations, most of which are based out of Maskwacis. All non-urgent medical needs, should they arise, would be provided through Maskwacis. As Dr. Mucciarone is Bashaw's local Doctor, we included him (last) on the list and stated "Bashaw community Doctor if needed and available". We ask that this be removed as an option and did include his name out of respect for both the Doctor and the Town to acknowledge him and the Town's health services. We have our own medical professionals should we require them. Wherever Dr. Mucciarone or the Bashaw medical office may have been mentioned in our previous responses, we retract this and agree to not use this service nor require Dr. Mucciarone's services. We stated that we would work with Maskwacis child care and Maskwacis health care to support our Clients and would continue to do so. Each Client already has their own, personal Doctor and we do not expect to put any extra pressure on the local community.

**j. Clarification on local Alberta Health Services connections and communications with Bashaw Area existing supports**

We have reached out to BDSS (Community Wellness) on Friday, May 27, 2022, after reading of them online in various comments from Bashaw residents. Our understanding is, and as verified by BDSS during our phone call on Friday, May 27, 2022, and through several residents who have reached out to us, that BDSS offers an array of services for residents of Bashaw and area as well as offers links on their website for mental health supports. As we are a culturally based wellness Centre, we will not require a collaboration or need to use the services provided by BDSS. We are very grateful to the public for informing us of this wonderful service provided to the Town and surrounding areas, and acknowledge their importance in providing wellness to their community.

[As some of Council's requests a - j included an 'etc', we are unsure what further additional information is required. Below we offer some that might be helpful:](#)

At minimum, the Centre will have 7 security cameras and 7 motion sensor lights as indicated on our on-site safety plan drawing found on page 29 of our response submitted April 20, 2022.

Our Program is individually tailored, and the duration of stay is a maximum of 90 days.

We have reached out to the Bashaw RCMP and requested to speak with Commander Cusack on Friday, May 27, 2022. We look forward to re-opening the line of communication with the local RCMP to collaborate on any safety related concerns for both the Centre and the Community. We are open to dialogue with any potential services related to Bashaw and welcome them to contact us through any of the following methods:

Email: [lucyenergydevelopers@gmail.com](mailto:lucyenergydevelopers@gmail.com) or [bhfwcbashaw@gmail.com](mailto:bhfwcbashaw@gmail.com)

Phone: 1-403-869-7560

Messenger: Bear Hills Family Wellness Centre (Public Facebook Page)

Once the Centre is preparing to open and upon receiving Licensing and submitting all documents (including site-specific on-site and off-site safety plans) to the Town of Bashaw, the Bear Hills Family Wellness Centre will then register its own, direct line of communication available and specific to the Centre. This information would include a new telephone number, contact emails address and website. This information will be sent to the Town of Bashaw, published on Facebook, printed local papers and community newsletters. The Centre would also, prior to opening, submit the appropriate application to the Town of Bashaw to replace the sign and seek approval for the new sign.

In the event of an actual emergency, we will be contacting 9-1-1. If it is a non-urgent police matter, we will arrange to either contact the Maskwacis RCMP or the Bashaw RCMP. This will be determined once we hear back from Commander Cusack and work with both Bashaw and Maskwacis RCMP to ensure we implement procedures that are agreed to by both authorities.

We look forward to Council's decision.

Thank you all for this opportunity and we look forward to hearing from you.

Best Regards,

Audrey Ward, Executive Director, Young Spirit Winds Society  
Lucy Smolcic, Executive Assistant, First Nations Structures and Energy Developers

Cc: Mr. James Carpenter  
Dr. Tony Mucciarone



Approved: yes /no Motion # \_\_\_\_\_

Account Code: \_\_\_\_\_

Town of Bashaw

Council Discussion

Meeting:	Regular Council
Meeting Date:	June 14, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	6.1 Waste Bylaw 639 – 99 Discussion

**Background/Proposal:**

Council has approved continuation of our current Waste Removal contractor. Dialogue regarding various business sites that have high volume cardboard and waste is necessary. Within our current bylaw they are viewed the same as residential.

Large volumes of cardboard often get windswept and are not contained before removal. There are some sites where the volume of refuse and the items within; present safety hazards for staff moving garbage bags.

Our contractor has requested that 4 cubic yard bins be used, and this service may be better served by having the businesses contract directly with the Contractor.

The Bylaw requires revision.

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

Attached is the current bylaw with commentary for possible changes. The bylaw does not address recycling services; therefore, administration is uncertain if Council would like to proceed with revisions to the bylaw (it was generated in 1999) or consider a new one.

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

User fees within Utility billing.

**Applicable Legislation:**

Municipal Government Act; Section 28.

**Community Engagement Consideration:**

Administration is willing to proceed as council requests.

**Recommended Action:**

Administration recommends accessing an updated bylaw.

**Discussion Result:**

Additional research Requested:

BY-LAW NO 639-99  
OF THE  
TOWN OF BASHAW  
IN THE PROVINCE OF ALBERTA

BEING A BY-LAW OF THE TOWN OF BASHAW FOR THE PURPOSE OF REGULATING AND CONTROLLING THE HANDLING, COLLECTION, AND DISPOSAL OF GARBAGE, AND RECYCLABLE ITEMS ASHES AND OTHER WASTE FOR THE RESIDENTIAL, COMMERCIAL AND INDUSTRIAL PREMISES WITHIN THE TOWN OF BASHAW:

Commented [C1]: Call it Waste Disposal?

Commented [C2]: Do we want to continue having this service provided municipally? It may make better sense to have the businesses negotiate directly with contractor based on their needs.

**WHEREAS** The Municipal Council of the Town of Bashaw deems it desirable to pass a Bylaw to establish and maintain a system for the collection, removal and disposal of garbage, ashes and refuse, and to operate this system as a utility:

**AND WHEREAS** The Council of the Town of Bashaw deems it expedient and in the public interest to pass this Bylaw.

**NOW THEREFORE** The Municipal Council of the Town of Bashaw, in the Province of Alberta, duly assembled enacts as follows:

1. This By-law may be cited as "The Waste By-Law".

**INTERPRETATION AND APPLICATION** 2. For the purpose of this By-law, the term

(a) "Acceptable Waste" means one or more of the wastes listed under Commercial, Industrial and Residential.

(i) Commercial Waste - wastes collected from the Municipality from, apartments restaurants, offices, residential, campgrounds, shopping plazas, service stations, stores and the like by the Town, their contractors or private haulers, normally consisting of kitchen and table waste of animal or vegetable origin, rubbish, discarded materials, clothing, waste paper, broken crockery, glass-ware, bottles, cans, packing materials other than cardboard and other articles ordinarily associated with the above specified business or the like.

Commented [C3]: May need definition of business related waste. The intent may be feasible to address disposal of residential waste. Contractor expresses concern with: Large Volumes of unsecured cardboard at business locations. Recommends they use 4 cubic yard bin for bi-weekly service Large volume Garbage businesses - e.g. Meat shop; handling of garbage bags with unpleasant disposal aspects.

(ii) Industrial Waste - wastes collected from the Municipality consisting of construction and demolition debris, earth fill, broken concrete, construction timber, wood products over 1 meter or 3 feet in length, asphalt and other inert materials and includes building waste.

Commented [C4]: Remove?

(iii) Residential Waste - waste collected from dwelling houses in the Municipality normally consisting of kitchen and table wastes of animal or vegetable origin, rubbish, discarded materials, clothing, waste paper, broken crockery, glass ware, bottles, cans, grease, garden refuse, ashes and other articles ordinarily associated with the use of a dwelling house.

(b) "animal waste" means feces of any animal

- (c) "apartment house" means a residential building which is occupied or intended to be occupied by more than two families living independently of each other and includes, but is not limited to:
- (i) structures known as townhouses or row houses
  - (ii) senior citizens self contained units in a complex of more than two units
  - (iii) licensed boarding houses, lodging houses and rooming houses, terraces of dwelling and any other type of residential premises where more than two families reside or dwell
- (d) "ashes" means cold residue and cinders from any substance used for fuel but does not include such residue as may accumulate as a result of building operations.
- (e) "at large" means with respect to an animal, any animal not confined, not restrained or not on a leash held by a person able to control the animal whether such an animal is on the property of its owner or not.
- (f) "base rate" means that rate established in Schedule "A" annexed to and forming part of this By-law.
- (g) "billing period" shall be the same as the billing period for which the consumer is charged for water and sewer services.
- (h) "biological waste" means waste that is created in a hospital, necropsy facility or biological research laboratory and contains or may contain pathogenic agents that may cause disease in persons exposed to the waste.
- (i) "building waste" means all waste produced in the process of constructing, altering, repairing or demolishing a building and shall include, but not be limited to earth, vegetation and rocks displaced during the process of building.
- (j) "By-Law Enforcement Officer" means a person appointed by resolution of Council to enforce this By-law.
- (k) "campground" means any property that permits overnight camping accommodations.
- (l) "collector" means a person/contractor who has entered into a contract with the Town for the collection of waste within the Town, ~~for and on behalf of the Town, an employee or agent of that person, or an employee of the Town who is employed for the purpose of collecting waste.~~
- (m) "collection points" means the point where the occupant places the waste receptacle in accordance with the by-law in order for the garbage to be collected on collection day.
- (n) "collection day" means the day or days during each week on which garbage is regularly collected from specific premises.
- (o) "commercial premises" shall mean all lands within the Town other than lands used for residential purposes.
- (p) "Council" means the Municipal Council of the Town.
- (q) "disposal site" means a waste transfer station approved by Alberta Environment for the disposal of waste.

**Commented [C5]:** No schedule A attached. It would be recommended to reference the Master Rates and Schedules Bylaw.

**Commented [C6]:** Remove if we plan to have businesses access service directly from provider.

- (r) “dwelling house” means any building or place occupied or used as an abode or residence or place of living by not more than two families and shall include side by side condominium units having individual collection points and individual billing rates and does not mean any apartment house, hotel, licensed rooming house, mobile home park, campground, licensed boarding house, tourist cabins, or any room or suite of rooms in any building containing trade premises.
- (s) “established route” means a garbage collection route established by **appointed contractor in communication with the Town of Bashaw public works and/or administration**. ~~the Public Works Foreman covering an area within which garbage will be collected by the Town as frequently as is considered necessary by the council. Established routes may change from time to time for the efficient operation of the Department.~~
- (t) “Executive Officer of the Local Board of Health” is a member designated by the Local Board of Health for the purpose of carrying out the Public Health Act and regulations and may include a Medical Health Officer.
- (u) “garbage” means refuse composed of animal or vegetable matter. It is refuse produced as a by-product of the preparation, consumption or storage of food.
- (v) “hazardous waste” means a solid or liquid material that presents an unusual disposal problem or requires special handling including but not limited to explosives, poisons, caustics, acids, drugs, radio-active materials and other like materials, or any substance identified under the Provincial Hazardous Chemicals Act and Hazardous Waste Regulation that could be harmful to people, plants, animals or the environment.
- (w) “industrial properties” means places that carry on one or more of the following activities: the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing, distribution or transshipment of materials, goods, products and/or equipment.
- (x) “mobile home park” means a property upon which there are located three (3) or more mobile units (as defined in the Mobile Home Sites Tenancies Act) used for living accommodations.
- (y) “non acceptable waste” means abandoned motor vehicles, metal drums or barrels, untreated sewage, oil, sludge, pesticides, herbicides, snow, explosive waste, (e.g.: powder, dynamite, motion picture films, paint, batteries, or quicklime), pathologic waste, animal waste, and other waste materials which may be deemed by the ~~Public Works Foreman or his appointed designate~~ **contractor** to be unacceptable.
- (z) “occupant” means a person or group of persons in actual or constructive possession of any premises either as registered owner or any other person in actual or constructive possession by agreement with the registered owner and holding the property under that person.
- (aa) “Peace Officer” means a member of the Royal Canadian Mounted Police, a Bylaw Enforcement Officer or Special Constable appointed pursuant to the provisions of the Police Act, 1988.
- (bb) “person” shall include a person, corporation, or partnership.

Commented [C7]: Remove?

- (cc) "premises" means any parcel or parcels of land situated within the Municipal boundaries of the Town of Bashaw for which there is an occupant as defined in this By-law.
- (dd) "refuse" means any discarded or abandoned organic or inorganic material and without restricting the generality of the foregoing, includes garbage, ashes, tree and hedge cuttings and clippings, broken household dishes and utensils, empty or partly empty tins, boxes, cartons, bottles and containers, discarded paper and fabric and other materials.
- (ee) "refuse receptacle" means a container designed or used for containing refuse awaiting collection and disposal.
  - (i) a galvanized circular metal container equipped with a close fitting metallic cover and handle, or
  - (ii) durable plastic containers with a close fitting lid and handles or
  - (iii) non-returnable plastic or weather proof paper bags of adequate strength tied or otherwise adequately closed up so that the contents thereof cannot escape.
- (ff) "sanitary landfill site" means West Dried Meat Lake Landfill, ~~an area maintained by the Town and or a contractor where all forms of garbage, refuse, will be disposed of~~
- (gg) "sharps container" means Local Board of Health approved devices which are puncture resistant and tamper/spill proof.
- (hh) "street" means a public thoroughfare within the town and includes, where the context so allows, the sidewalk and borders of the street and all parts appearing in the Land Titles Office as set aside for a public thoroughfare: when used in distinction to a lane it means the public thoroughfare on which the premises in question fronts.
- (ii) "Town" means the Town of Bashaw.
- (jj) "~~Town Manager~~" : "~~Chief Administrative Officer~~" means that person appointed as ~~per most current CAO Bylaw or council appointment pursuant to By-Law No. 588-92 or a designate.~~
- (kk) "trade refuse" means and includes every kind of refuse material from a commercial or industrial establishment including warehouse, factories, stores, cafes, eating houses, and wholesale or retail business places and office blocks where the establishment occupies all or part of a building having mixed uses and also includes material from the work of constructing; repairing, decorating, clearing or grading a building or premises.

Commented [C8]: Remove?

**PROVISIONS FOR DISPOSAL OF WASTE**

- 3. Subject to the provision of this By-law, the decision of the Town as to:
  - (a) the amount of waste which has been removed from any premise and:
  - (b) the amount and types of waste which the Town is obliged to remove from any premise or class of premise shall be final.

**TOWN COLLECTION 4. REMOVAL OF REFUSE**

- (1) Subject to the provision of the By-law the Town shall cause refuse to be collected:
  - (a) In accordance with Rate Schedule "A" |

Commented [C9]: Change to Master Rates And Schedule Bylaw

- (2) The Town shall not remove from premises any waste not deemed to be normal residential waste with the exception of hedge and shrub trimmings tied in 1 meter (3 foot) bundles, and without limiting the foregoing clauses:
- (a) any discarded chattel, material or equipment which can not fit in a garbage can that has an overall length of more than 1 meter (3 feet) or an overall weight of more than 23 kilograms (50 pounds)
  - (b) building materials and building waste
  - (c) dead animals
  - (d) sod
  - (e) liquid waste
  - (f) by products of manufacturing
  - (g) animal waste
  - (h) cardboard
  - (i) grass clippings
- (3) The contents of a receptacle which does not comply with this By-law shall not be collected, removed and disposed of by ~~the Town~~ or its garbage contractor, but shall be removed and disposed of by the owner or occupant of the lands on which the same originates.
- (4) ~~The Town~~ Contractor shall ensure that the equipment used for waste collection and the manner in which waste is collected and disposed of ~~by the Town of Bashaw~~ shall comply with the regulations of the Local Board of Health.

**COLLECTION**

5. No collection will be made where there is harassment or interference by dogs or other animals running at large.
6. No persons, other than those appointed under the provision of this By-law shall interfere with or disturb the contents of a receptacle or with any ashes, garbage or refuse placed for collection in or near a refuse receptacle.
7. No person shall willfully or maliciously hinder or interrupt or cause or procure to hinder or interrupt, ~~the Town~~ or its contractors, servants, ~~agents~~ employees, in the exercise of powers and duties related to the collection utility and authorization contained in this By-law.

**REQUIREMENT FOR PROVISION OF STORAGE SPACE FOR REFUSE**

8. (1) Unless and until adequate provision is made on any premises for the safe storage of ashes, garbage, or refuse to be collected therefrom in a place where convenient access is and will be at all times available to collectors for the Town, no person shall:
- (a) construct or commence to construct a new building, or
  - (b) reconstruct, alter, add to or extend an existing building on any site in the Town from which ashes, garbage or refuse is required to be removed.
- (2) The space required to be provided under Section 9(1) shall be determined by the amount of refuse which the present and proposed use of the premises is likely to produce between the periods of collection of refuse by the Town. If any dispute arises between the owner or occupier of the premises concerned and the Town, the

decision of the Town shall be final and conclusive as to the minimum space which shall be required for such purpose.

**Commented [C10]:** May want to revise based on Health and Safety standards for pickup or reference to the satisfaction of Garbage contractor determination.

- (3) If the space constructed or provided as required by Section 9(1) on premises on which a new building is constructed, or an existing building is reconstructed, altered, added to or extended, is not sufficient for the storage of refuse to be removed from the premises, the Town may in writing require the owner or occupier of the premises to furnish or provide such additional space for the storage of refuse required to be removed therefrom. If the required space is not provided, the Town may only pick up the refuse which is placed in the space already provided for the storage thereof.

**Commented [C11]:** We may want to limit volume... How to describe it?

- (4) When the owner or occupier of premises from which refuse is collected, refuses or neglects to supply the additional space required by the provisions of Section 9(3) he shall not place the refuse:

**Commented [C12]:** Affects previous bullet; number 3.

- (a) on any portion of a Town street, or
- (b) on any other portion of the premises where it is not readily accessible at all times to a collector.

- (5) If a person owning, occupying or using premises to which this Section applies places any refuse on any portion of a Town street

- (a) the Town is not obliged to collect the same, and
- (b) the person so placing the refuse on a portion of the street shall be guilty of a contravention of the provisions of the By-law and be liable upon conviction to penalties as provided.

**PLACING OF WASTE RECEPTACLES** 9. The Occupant shall:

- (1) keep and maintain all waste receptacles on his premises
- (2) place and keep all waste receptacles
  - (a) where a lane exists as near the lane as possible so that the collector shall have unobstructed and convenient access thereto unless special arrangements are made with the Town.
  - (b) where no lane exists, shall place the receptacles at the rear of the premises and, on collection day, shall place the waste receptacles as close as possible to the traveled portion of an adjacent street but not on a sidewalk or in such a location as to interfere in any way with vehicle or pedestrian traffic.
  - (c) When a building is constructed or added to so that the exterior wall thereof abuts the lane or the lane setback as required by the Land Use By-law of the Town and no alternate location is provided on the site accessible to the lane, a space within the building, accessible to the lane, shall be provided of sufficient dimensions to reasonably contain all garbage between periods of collection to the satisfaction of the Town Manager.
  - (d) Place or locate the waste receptacle for location in such a manner that they will not overturn or be likely to overturn.

10. The owner or occupant of premises from which refuse is to be collected:

- (a) shall place the refuse receptacle on a stand so that it may be easily lifted when the ground level of the premises is below the lane from which the collection is made;
- (b) shall, if there is a retaining wall or other obstruction between the lane from where the refuse is to be collected and the location of the refuse receptacle, place the waste receptacle on a stand of sufficient height to enable the collector to obtain it,
- (c) shall not cause or permit the lane in the rear of the premises to the center lane thereof and including the refuse storage location on the property to be maintained in an untidy or disorderly condition;
- (d) place all garbage at the point of collection prior to regular pickup time on the day of collection for the area.

**PREPARATION OF WASTE FOR COLLECTION**

- 11.
  - (1) An owner or occupant of premises from which refuse is to be located shall
    - (a) thoroughly drain all garbage and place it in either plastic garbage bags or securely tie the parcel before disposing it in the refuse receptacle;
    - (b) when at infrequent intervals accumulated refuse cannot be accommodated within the refuse receptacles provided, the extra refuse accumulated shall be placed in non-returnable plastic bags or large double ply waterproof paper refuse sacks of sufficient strength to hold the refuse contained therein securely tied at the top and placed beside the refuse receptacles for collection, and clippings from shrubs and trees commonly called brush, shall be completely and securely tied in bundles not exceeding 1 metre (3 feet) in length before being put out for collection.
    - (c) quench all ashes for collection and put them in separate receptacles from the other garbage and refuse.
  - (2) No person shall:
    - (a) mix combustible and non-combustible matter in the refuse receptacles or containers, or
    - (b) place any explosive or highly inflammable materials in any receptacle for collection
    - (c) place for collection ashes which are not properly quenched.

**Commented [C13]:** With the continuation of the organics bin, do we want to revise this to mention depositing it there?

- 12. The occupant of premises from which refuse is to be collected:
  - (a) shall provide clear access to receptacles;
  - (b) Shall provide refuse boxes or enclosures for the protection of refuse receptacles if required by the ~~Town Manager~~ **Contractor**.

**DUTIES OF COLLECTOR**

- 13.
  - (1) Collectors shall be as careful as is reasonably possible not to damage or misuse any refuse receptacle.
  - (2) Collectors shall replace emptied receptacles and the lids in approximately the

same location where picked up.

- (3) No collector shall leave refuse on the ground which he has spilled from the receptacle or the collection vehicle.
- (4) No person employed in the collection of waste materials shall pick, sort over, or remove any ashes, garbage, refuse or discarded material from the collection vehicle or the owner's premises. No person may pick, sort over, or remove any waste material from the disposal site ~~except as directed by the Town Manager.~~
- (5) The Collector at his discretion, shall have the right to refuse to remove any garbage where the container does not meet the provisions as required by this By-law or, if the container is in a dilapidated, unsafe or unsanitary condition.
- (6) No collection shall be made from the inside of any residence.
- (7) The collectors ~~appointed by the Public Works Foreman~~ have the right to enter **access receptacles** at any convenient and reasonable time on the premises for the purpose of performing the duties assigned to them under this By-law.

**REFUSE RECEPTACLES**

- 14. (1) The occupant of any residential premises in the Town of Bashaw from which refuse is to be collected shall provide and maintain in good condition a number of refuse receptacles conforming to the specifications prescribed in this By-law sufficient to hold a minimum of one week's accumulation of refuse from the premises.
- (2) Except as otherwise provided no person shall place refuse for collection in any thing other than in refuse receptacles which comply with the requirements of this By-law.
- (3) Refuse receptacles required to be supplied by the occupant shall either:
  - (a) be made of galvanized metal or rigid plastic with a watertight cap cover with rigid fixed handles and a smooth rim at the top, or,
  - (b) consist of plastic refuse bags placed in a refuse box or container to adequately protect the bags from scavenging by animals.
- (4) For domestic premises each refuse receptacle shall have a volume of not less than 70 liters and not more than 100 liters (17 gal.) nor weigh more than 23 kilograms (50 lbs).
- (5) The collector, at his discretion, shall have the right to refuse to remove any refuse where the container does not meet the necessary requirements or is in a dilapidated, unsafe or unsanitary condition.

Commented [C14]: Chat with contractor for weights?...

**WEIGHT OF REFUSE**

- 15. A receptacle shall not be filled to a greater height than within 50mm (2 inches) of the top thereof or with garbage of such weight that the combined weight of the receptacle and its contents exceed 23 kg (50 lbs).

**TRADE REFUSE**

- 16. (1) Trade refuse from commercial and industrial properties, as well as building sites, shall be the responsibility of the owner, renter or contractor to have removed at their own expense.

- (2) When a dwelling house or residential property contains a commercial or industrial establishment that generates trade refuse, such trade refuse shall be removed at the expense of the owners.
- (3) Any commercial or industrial property which does not have its waste removed in a manner satisfactory to the Town Manager, shall be charged for costs incurred by the Town to have the waste removed. If the bill is not paid, the charges shall be collected by whatever lawful means available.

**Commented [C15]:** Master rates and Schedules bylaw references unpaid amounts to be rolled onto tax roll.

**ACCUMULATION OF** 17.

- (1) Except for refuse which is placed in receptacles required and in a manner complying with the provisions of the By-law and in a location designated or allowed by this By-law, no person who is the owner, occupant, or person in charge or responsible for any land or building in the Town shall allow waste of any kind to accumulate:
  - (a) outside of a building or inside of a portion of the building to which the public or part of the public has access, or
  - (b) on any land or other premises whether or not there is a building or other structure erected thereon.
- (2) Notwithstanding anything in Subsection (1) of this section or elsewhere in this By-law contained, no person shall dispose of waste or allow waste to accumulate anywhere in any manner which contravenes a provision of The Public Health Act, the regulations made thereunder or of a By-law of the Town relating to health, sanitation or nuisances.
- (3) No person who has waste of any description requiring disposal shall dispose of it elsewhere other than at a disposal site of a type appropriate for the type of waste.
- (4) A person who has disposed of waste on any land contrary to the provisions of Subsection (1) shall remove, at his expense, the same upon being required to do so by the owner, occupant or person in charge of the land, by the Town, the Executive Officer of the Local Board of Health, the Fire Chief, but such removal shall not prevent him from being prosecuted for a contravention of ~~Subsection (1)~~ **Master Rates and Schedules bylaw or Penalties Section 35 (1)**.
- (5) If the person who has placed waste on land contrary to the provisions of ~~Subsection (1)~~ **Master Rates and Schedules bylaw or Penalties Section 35 (1)** cannot be ascertained or neglects or refuses to remove the waste therefrom the owner, occupant or person in charge of the land shall remove the waste or cause the waste to be removed, at his expense, from the land upon being directed to do so by the Town Manager or his designate, the Executive Officer of the Local Board of Health, or the Fire Chief.

**Commented [C16]:** Should we keep this? Will catch offenders? Not sure what subsection 1 contravention is? Penalties, 35. (1) I presume; we may want to clarify this. Many Penalties are included in the Master Rates and Schedules bylaw.

**Commented [C17]:** Clarify the penalties section

**RATES AND FEES** 18.

- (1) Every person, firm or corporation being an occupant, registered owner, or purchaser entitled to possession under an agreement for sale of property which is served by collection services of the Town shall pay bimonthly utility charges for the collection, removal and disposal of refuse in accordance with the rates established in ~~Schedule "A"~~ **Master Rates and Schedules Bylaw**.

- (2) Where it is necessary to make a collection more often than specified in ~~Schedule "A"~~ **Master Rates and Schedules Bylaw**; an additional charge may be levied by the Town.
- (3) All accounts rendered under this By-law, shall become due and payable in the same manner as the Water and Sewer Services bill with the garbage fee being added to the said Water and Sewer bill.
- (4) If any garbage utility bill remains unpaid after the due date specified on the utility bill, there shall be added thereto a penalty in the amount of ~~10% on the current charges of the bill and that this penalty shall form part of the arrears and shall be subject to collection in the same manner as all other rates and charges.~~ **As reflected in the Master Rates and Schedules bylaw.**
- (5) Where a collection charge is levied, the charge shall be shown as a separate item on the utility bill and the fee shall form part of, and be payable to the Town at the same time as, the utility bill.
- (6) In default by the property owner of payment of the said fees, the amount of such sums in default shall be a fee against the property in respect of which the service was provided and such fee shall be subject to the same penalties and collectible ~~by the same manner as other taxes levied by the Town.~~ **As reflected in the Master Rates and Schedules Bylaw.**
- (7) In default of payment by an occupant receiving garbage service, the amount of the sums in default may be collected by the Town ~~by whatever lawful means are available.~~ **as reflected in the Master Rates and Schedules bylaw within the utility billing procedure.**
- (8) ~~Council may by resolution fix the rates, charges, tolls, fares and rents and the times and places where they will be payable and providing for a discount that the Council considers expedient for prepayment of punctual payment or an additional percentage charge as a penalty of the rates, tolls, fares or rents in arrears that the Council considers advisable for failure to pay them until after the date fixed for payment.~~

**PAYMENT OF RATES**

- 19. ~~Where the utility bill remains unpaid for a period of 45 days after the date of mailing of the account, the garbage service will be discontinued. the uncollected amount will remain within the utility billing and subject to non-payment procedures as reflected ed with the Master Rates and Schedules Bylaw.~~

**NON-RECEIPT OF UTILITY BILL**

- 20. Non-receipt of a utility bill will not exempt the owner or occupant from payment for the service received

**NO OPTION FOR USE OF SERVICE**

- 21. The rates or charges levied under this By-law will be applied to all properties within the Town, with no option for use of the service.
- 22. ~~Any owner or occupant paying rates or fees for collection shall be and remain liable for and pay all rates or fees, until they have given notice in writing to the Town of Bashaw their intended date of vacating the property provided that such absence will~~

**Commented [C18]:** If we decide to exclude business service, we may mention that Businesses are obligated to obtain service to ensure their garbage and recycling is removed regularly.

~~be in excess of thirty days. They shall not be liable for rate or charges levied thereafter provided they have vacated the property.~~

**CONTINUING  
GARBAGE SERVICE**

~~23. Where the garbage collection service has been discontinued because of default of payment, the garbage collection service shall not be reinstated until payment of all utility amounts outstanding have been recovered by the Town.~~

**WASTE  
INCINERATION**

24. No person shall burn waste material, within the Town.

**HYPODERMIC  
NEEDLES**

25. (1) No person shall put disposable or other types of hypodermic needles in any waste placed for collection by the Town or a private disposal service, unless properly contained in an approved sharps container.

**LUMINESCENT TUBES**

26. (1) ~~No person shall put luminescent gas filled electric discharge tubes in any waste placed for collection by the Town or by a private disposal service unless such tube has first;~~  
~~(a) been completely crushed and encased in material so that no portion of the tube may puncture the material in which the remains of the tube have been encased, or;~~  
~~(b) been encased without breaking in an adequate container of sufficient size and strength so that the tube cannot be broken when the same is picked up by the Town or private disposal service.~~

**Commented [C19]:** Disposed of within recycling facilities; we do not want them in pieces in the garbage.

**HAZARDOUS WASTE**

27. A collector shall not collect hazardous waste. ~~Residents are required to transport hazardous waste to the West Dried Meat Lake Hazardous waste area or access the Bashaw Toxic Round up.~~

**Commented [C20]:** Residents are required to transport hazardous waste to the West Dried Meat Lake Hazardous waste area or access the Bashaw Toxic Round up.

~~28. (1) No person shall place or mix with any refuse placed for collection by the Town or delivery to the disposal site any dangerous goods, hazardous waste or biological waste.~~

~~Any person, firm, partnership, corporation or like enterprise breaching any part of the hazardous waste section shall be responsible for all costs incurred in eliminating any pollution or contamination of the disposal site or any other site in the Town on demand, such restitution will not exempt the person or organization from prosecution for contravention of this bylaw.~~

~~The owner or person responsible for the existence or accumulation of hazardous waste or an agent of the owner or responsible person shall cause the hazardous waste to be transported to a disposal site and disposed of as prescribed by the Executive Officer of the Local Board of Health and in a special disposal area designated by the Province of Alberta.~~

~~When hazardous waste is to be disposed of under this Section consisting of poison, drugs, radio active materials, or like substances, they shall be disposed of only under the supervision of the Executive Officer of the Local Board of Health or a duly authorized agent of the Province of Alberta.~~

**RESPONSIBILITY AND ARRANGEMENT FOR REMOVAL OF OTHER WASTE**

29.

- (1) A person carrying out the construction or alteration of buildings or other building operations shall remove from any portion of the street adjacent to such work and from any public place all earth, rubbish or waste materials deposited.

30. For the purpose of performing the duties assigned by this By-law every collector and-inspector appointed by the Town may enter land from which the Town is required to remove refuse during the hours that collection service is provided to the said land.

**Commented [C21]:** This appears to be mentioned earlier in the bylaw?

**CONVEYANCE OF WASTE THROUGH TOWN**

31.

- (1) No person shall convey through the streets any garbage or offal from butcher shops or slaughter houses, or any waste or organic matter whatsoever except in properly covered metal receptacles or otherwise in vehicles which are covered with canvass or tarpaulins so constructed and arranged so as to prevent the contents or any of them from falling on the streets, to protect the contents from flies and to control as much as practicable the escape of any offensive odors therefrom.
- (2) No person, using a vehicle of any description, shall transport refuse or waste on a street or laneway within the Town if the refuse or waste is likely to fall off or blow off the vehicle, unless the refuse or waste, while being transported, is adequately secured to prevent it from falling off and adequately covered to prevent it from blowing off the vehicle.
- (3) A person who transports waste throughout the Town by a vehicle of any description in a manner so that any portion of the waste detaches itself from the vehicle and falls on property other than the property from which it is taken is guilty of an offense against this By-law.
- (4) For the purpose of this Section "vehicle" means a device in, upon or by which refuse or waste may be transported on a street, lane or highway.

**Commented [C22]:** Remove?

**RECOVERY OF EXPENSE AND PROSECUTION OF OFFENDERS**

32.

- (1) If the owner or occupant of a property refuses to comply with any provision of this bylaw, the Town may undertake the same at the expense of the owner or occupant of the property.
- (2) When the Town is required to take action under Section 34(1) and the owner or occupant defaults on the required payment, then the Town may recover the charges for which the owner or occupant is liable by any lawful means available with the cost of such action to be charged against the owner or occupant.

**Commented [C23]:** Appears like we could remove this... Would it be considered covered through reference within penalties?

~~(3) Where the owner of a property is the recipient of the garbage collection service and where a utility account and other charges under this By-law remain unpaid the Town Council may choose to transfer the outstanding account to the tax roll account of the property.~~

**Commented [C24]:** Is current process within the Master Rates and Schedules Bylaw.

33. Wherever in this By-law it is directed that an owner or occupant of any building or premises shall do any matter or thing, then in default of its being done either the owner or occupant or both, or if there are several owners or occupants, any or all of such owners or occupants shall be liable to prosecution; and it shall be no defense for any owner or occupant so prosecuted to allege that any other person is responsible for such default.

**HEALTH AND FIRE  
BYLAW NOT  
SUPERSEDED**

34. (1) Nothing in this By-law shall be deemed to nullify, amend, supersede or repeal any provision of the Bylaws relating to fires or to public health in the event of any conflict between such By-laws.  
  
(2) Where the provision of this By-law is more stringent than the provisions of the fire and health By-laws, the more stringent provisions shall be followed.

**PENALTIES**

35. (1) Any person who contravenes any provision of this bylaw is guilty of an offense and is liable upon summary conviction to a fine not exceeding \$20,00 exclusive of costs.  
  
(2) Notwithstanding the provisions of Subsection (1) hereof, any person convicted for a second or subsequent contravention of the same provision of the bylaw shall be liable to a fine of not less than \$50.00 exclusive of costs.  
  
(3) A warning notice in the form set out in Schedule "B" hereto affixed which is declared to be part of this by-law may be served by the Town Manager on any person committing a breach of this by-law.  
  
(4) Notwithstanding the provisions of Subsection (1), whenever a Peace Officer has reason to believe a person has contravened a provision of this By-law, he may serve upon such person a ticket indicating the Town will accept a specified penalty.  
  
(5) The service of the ticket referred to in Subsection (3) hereof may be either effected personally or by mailing by registered mail the ticket to such person at his last known address.  
  
(6) The ticket referred to in Subsection (3) hereof shall be in such form as the Town shall from time to time determine.  
  
(7) Notwithstanding the provisions of Subsection (3) hereof, a person to whom a ticket has been issued pursuant to this Section may exercise his right to defend any charge of committing a contravention of any of the provision of this By-law.  
  
(8) A Peace Officer is not required to issue a ticket for the contravention of any of the provisions of this By-law, and may in his sole discretion, issue

summons to prosecute such contravention instead of issuing such a ticket.

(9) Nothing in this section shall:

- (a) prevent any person from exercising his right to defend any charge laid for committing a breach of any of the provisions of this By-law, or
- (b) prevent any person from laying any information or complaint against any other person, whether such person has made payment under the provisions of the By-law or not, for breach of any of the provisions herein contained.

**DELEGATION OF POWER**

36. The Council hereby delegates to the Town Manager or designate the power to:

- (a) Establish regulations for the general maintenance or management or conduct, or any of them, of the collection system and of the officers and other employees employed in connection with the collection system;
- (b) Collect the rates or fees established under this By-law. **As reflected in the Master Rates and Schedules Bylaw.**

~~(c) Enforce payment of those rates or fees by all or any of the following method, namely;~~

- ~~(i) by discontinuing garbage collection service~~
- ~~(ii) by action in any court of competent jurisdiction, or~~
- ~~(iii) by distress and sale of goods and chattels of the person owing the rates or charges wherever they may be found in the municipality, or~~
- ~~(iv) any other lawful means of collection available.~~

~~(d) Enforce the terms and conditions under which the collection utility is supplied either;~~

- ~~(i) by enforcing this Bylaw, or~~
- ~~(ii) by enforcing any agreement made between the Town as supplier and the consumer;~~

~~including shutting off the public utility being supplied to the consumer, or disconnection of the service thereof until the consumer complies with the terms and conditions in this By-law.~~

37. If any term, clause, or condition of this By-law of application thereof, to anything or circumstance shall to any extent be invalid or unenforceable, the remainder of this By-law or application of such term, clause or condition to any thing or circumstance other than those to which it is held is invalid or unenforceable, shall not be affected thereby and each other term, clause, or condition of this By-law shall be enforced to the fullest extent permitted.

**TOWN FOREMAN**

38. Subject to the control by the Council **direction of Chief Administrative Officer,** the Town Foreman or his designate shall:

- (a) ~~supervise the collection, removal and disposal of waste. Coordinate with Waste Removal Contractor (Collector) any issues around managing the Waste Removal routes~~
- (b) ~~direct the days and times that collection shall be made from different areas of the Town.~~
- (c) ~~Decide as to the quantities and classes of waste to be removed from any premises or accepted by the Town for disposal.~~
- (d) ~~Supervise and operate the facilities and equipment necessary or desirable for disposal of waste collected or disposed of by the Town.~~

**APPEALS**

- 39. ~~Notwithstanding any other provision of this By-law or the rate schedules forming part thereof, any consumer who feels himself aggrieved in respect of rates charged to him under this By-law on the grounds that such rates are unfair, unreasonable or discriminatory may, by notice in writing delivered to the Town Manager specifying the grounds of his complaint, appeal to Council.~~
- 40. ~~By-Law No. 605-95 is hereby repealed.~~

**DATE OF FORCE**

- 41. This By-law shall come into force and effect upon third and final reading.

THIS BY-LAW GIVEN FIRST ) \_\_\_\_\_  
 (READING THIS 24<sup>TH</sup> DAY ) MANAGER  
 (OF JUNE ,A. D. 1999 )

\_\_\_\_\_  
 MAYOR

(THIS BY-LAW GIVEN ) \_\_\_\_\_  
 (SECOND AND THIRD ) MANAGER  
 (READING AND FINALLY ) \_\_\_\_\_  
 (PASSED THIS 30<sup>TH</sup> DAY OF ) \_\_\_\_\_  
 (JUNE, A.D. 1999 ) MAYOR

TOWN OF BASHAW  
MONTHLY STATEMENT  
April 30, 2022

Did not get updated.

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 164,964.35	\$ <del>950,455.06</del>	\$ 1,115,419.43
RECEIPTS FOR THE MONTH	\$ 12,408.72	950,767.50	\$ 12,408.72
ALBERTA DIRECT DEPOSIT	\$ 337,230.07		\$ 337,230.07
VOID TRANSACTIONS	\$ 181.34		\$ 181.34
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 26,660.14		\$ 26,660.14
SERVUS CREDIT UNION - INTEREST	\$ 325.75		\$ 325.75
			\$ -
TERM INTEREST		\$ 507.94	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
<b>SUB-TOTAL</b>	\$ 541,770.37	\$ 950,963.02	\$ 1,492,733.39
DISBURSEMENTS FOR THE MONTH	\$ 211,252.41		\$ 211,252.41
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
<b>BANK ERROR INTEREST</b>			\$ -
			\$ -
<b>DEBIT MACHINE &amp; TRANSACTIONS</b>	\$ 39.36		\$ 39.36
<b>BANK CONFIRMATION FEE</b>	\$ -		\$ -
			\$ -
<b>SCHOOL PAYMENT</b>	\$ -		\$ -
			\$ -
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
<b>BALANCE AT END OF MONTH</b>	\$ 330,478.60	\$ 950,963.02	\$ 1,281,441.62
<b>BANK BALANCE AT MONTH END</b>	\$ 417,851.50	\$ 950,963.02	\$ 1,368,814.52
OUTSTANDING DEPOSITS	\$ -		\$ -
OUTSTANDING DEPOSITS - Servus	\$ 1,294.00		\$ -
OUTSTANDING DIR DEPOSITS			
<b>SUB-TOTAL</b>	\$ 419,145.50	\$ 950,963.02	\$ 1,370,108.52
LESS OUTSTANDING CHEQUES	\$ 88,666.90		\$ 88,666.90
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 330,478.60	\$ <del>950,963.02</del>	\$ 1,281,441.62

951,275.50

THIS STATEMENT SUBMITTED TO COUNCIL

May 30, 2022

\_\_\_\_\_  
MAYOR

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

**TOWN OF BASHAW  
MONTHLY STATEMENT  
April 30, 2022**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 164,964.35	\$ 950,767.56	\$ 1,115,731.91
RECEIPTS FOR THE MONTH	\$ 12,408.72		\$ 12,408.72
ALBERTA DIRECT DEPOSIT	\$ 337,230.07		\$ 337,230.07
VOID TRANSACTIONS	\$ 181.34		\$ 181.34
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 26,660.14		\$ 26,660.14
SERVUS CREDIT UNION - INTEREST	\$ 325.75		\$ 325.75
			\$ -
TERM INTEREST		\$ 507.94	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
<b>SUB-TOTAL</b>	\$ 541,770.37	\$ 951,275.50	\$ 1,493,045.87
DISBURSEMENTS FOR THE MONTH	\$ 211,252.41		\$ 211,252.41
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 39.36		\$ 39.36
BANK CONFIRMATION FEE	\$ -		
			\$ -
SCHOOL PAYMENT	\$ -		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
<b>BALANCE AT END OF MONTH</b>	\$ 330,478.60	\$ 951,275.50	\$ 1,281,754.10
<b>BANK BALANCE AT MONTH END</b>	\$ 417,851.50	\$ 951,275.50	\$ 1,369,127.00
OUTSTANDING DEPOSITS	\$ -		\$ -
OUTSTANDING DEPOSITS - Servus	\$ 1,294.00		\$ -
OUTSTANDING DIR DEPOSITS			
<b>SUB-TOTAL</b>	\$ 419,145.50	\$ 951,275.50	\$ 1,370,421.00
LESS OUTSTANDING CHEQUES	\$ 88,666.90		\$ 88,666.90
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 330,478.60	\$ 951,275.50	\$ 1,281,754.10

THIS STATEMENT SUBMITTED TO COUNCIL

June 14, 2022

\_\_\_\_\_  
MAYOR

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

Ar Trail Code: CMADJ00000288  
Chequebook ID: CREDIT UNION  
Description: Credit Union General Account

Bank Statement Ending Balance: \$417,851.50  
Bank Statement Ending Date: 2022-04-30  
Cutoff Date: 2022-04-30

Statement Ending Balance	\$417,851.50
Outstanding Cheques (-)	\$88,666.90
Deposits in Transit (+)	\$1,294.00
Adjusted Bank Balance	<u>\$330,478.60</u>
Chequebook Balance as of Cutoff	\$330,478.60
Adjustments	\$0.00
Adjusted Book Balance	<u>\$330,478.60</u>
Difference	<u><u>\$0.00</u></u>

**TOWN OF BASHAW  
MONTHLY STATEMENT  
May 31, 2022**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
<b>BALANCE AT END OF PREV MONTH</b>	\$ 330,478.60	\$ 951,275.50	\$ 1,281,754.10
RECEIPTS FOR THE MONTH	\$ 52,708.54		\$ 52,708.54
ALBERTA DIRECT DEPOSIT	\$ 50,508.93		\$ 50,508.93
VOID CHEQUE	\$ 6,926.91		\$ 6,926.91
<b>CCUBC /ROYAL/ATB /DEBIT- PAYMENTS</b>	\$ 100,813.65		\$ 100,813.65
SERVUS CREDIT UNION - INTEREST	\$ 421.23		\$ 421.23
			\$ -
TERM INTEREST		\$ 525.16	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ 73,250.00	
TRANSFER FROM TERM TO GENERAL	\$ 8,500.00		\$ 8,500.00
<b>SUB-TOTAL</b>	\$ 550,357.86	\$ 1,025,050.66	\$ 1,575,408.52
DISBURSEMENTS FOR THE MONTH	\$ 120,406.48		\$ 120,406.48
TRANSFER TO/FROM TERM	\$ 73,250.00	\$ 8,500.00	\$ 73,250.00
<b>BANK ERROR INTEREST</b>			\$ -
			\$ -
<b>DEBIT MACHINE &amp; TRANSACTIONS</b>	\$ 39.86		\$ 39.86
<b>BANK CONFIRMATION FEE</b>	\$ -		\$ -
			\$ -
<b>SCHOOL PAYMENT</b>	\$ -		\$ -
			\$ -
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 356,661.52	\$ 1,016,550.66	\$ 1,373,212.18
<b>BANK BALANCE AT MONTH END</b>	\$ 476,448.78	\$ 1,016,550.66	\$ 1,492,999.44
OUTSTANDING DEPOSITS	\$ -		\$ -
OUTSTANDING DEPOSITS - Servus	\$ 1,214.05		\$ -
OUTSTANDING DIR DEPOSITS			
<b>SUB-TOTAL</b>	\$ 477,662.83	\$ 1,016,550.66	\$ 1,494,213.49
LESS OUTSTANDING CHEQUES	\$ 129,501.31		\$ 129,501.31
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK TRANSFER TO BE COMPLETED JUNE 8	\$ (8,500.00)		
	\$ -		
	\$ -		
			\$ -
<b>BALANCE AT END OF MONTH</b>	\$ 356,661.52	\$ 1,016,550.66	\$ 1,373,212.18

THIS STATEMENT SUBMITTED TO COUNCIL

June 14, 2022

\_\_\_\_\_  
MAYOR

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

System: 2022-06-01 3:47:29 PM  
User Date: 2022-05-31

Town of Bashaw  
RECONCILIATION POSTING JOURNAL  
Bank Reconciliation

Page: 1  
User ID: Finance

At Trail Code: CMADJ00000289  
Chequebook ID: CREDIT UNION  
Description: Credit Union General Account

Bank Statement Ending Balance: \$476,448.78  
Bank Statement Ending Date: 2022-05-31  
Cutoff Date: 2022-05-31

Statement Ending Balance	\$476,448.78
Outstanding Cheques (-)	\$129,501.31
Deposits in Transit (+)	\$9,714.05
	-----
Adjusted Bank Balance	\$356,661.52
	-----
Chequebook Balance as of Cutoff	\$356,661.52
Adjustments	\$0.00
	-----
Adjusted Book Balance	\$356,661.52
	-----
Difference	\$0.00
	=====

**Town of Bashaw  
Public Works Project Duties list**

Project or Duty Description:	Priority	Regular Duty	Additional Duty	Start Date:	Estimated Project timeline	Issues, details, causes of delays?	Date Completed
<b>Water Related</b>							
Water Meter Replacement	X			ASAP		Anticipate proceeding upon staff availability	
#3 Vertical Turbine rebuild	X			01-Jun-22		Funding has been approved and the quote approval has been sent to Sterling.	
Hydrant Repairs		X				TBD	
Shut off Valve checks and replacements		X		ASAP		TBD	
CC Valve Replacement				ASAP		Pavement ,sidewalk and lawn repairs. Quotes being obtained.	
Water leak site cleanups	X			ASAP			
<b>Recreation/Arena</b>							
Gutter Repairs	X			ASAP			
Ball Diamonds	X			April 6 2022	Complete, ongoing for season	Spring grooming, grounds cleanup, washroom water has been turned on.	Jun-22
RV stations		X		May 27/2022	2 Days	Activated just before long weekend.	Jun-22
Exterior Building repairs			X	Jul-22	2 Weeks		
Install a Latch on the wood shed.						Anticipated to be completed.	
Garbage cleanup			X			Ongoing.	
Repairs to the Curling Club Shed		X		ASAP		Repairs the Siding	
Arena floors and Maintenance		X		May-22	2 Weeks	Paint the floors and Small repairs	
<b>Parks, trees, Cemetery</b>							
Plant trees and flowers, in front of the Arena		X		May-22		Planting completed on May 31, 2022	
Install new sign at the fish pond						Complete	End of May
Install the water fountain at the fish pond				May-22		Complete	End of May
Pond Treatment Program	X			June 15/22	Sept 15/22	First phase complete.	
Tree Trimming Maintenance program						Fisher Hill	
Weed Control		X					
Pest control						Fish pond has one round gopher control completed, round two in process.	
Put the dock back in the fish pond	X			April 15/22	on going	Dock has been installed.	End of May
Lawn Maintenance				May-22	1 day	W:\Parks\Lawn Maintenance List.xls Being completed as scheduled	
<b>Cemetery</b>		X		May 1, 2022	As needed	Community Clean up - June 10, 2022	
Fence line Completion			X	June 1/2022	3 Weeks		
Lawn Maintenance	X			May 1/2022	As needed		
Round up around grave covers	X			June 1/2022	1 Week		
<b>Streets</b>							
Street Cleaning	X			Jun-22		Started in various areas of town.	
Remove Tree Behind Community Church Mainstreet							
Mow and whipper-snip trees behind Robinson Place						Ongoing	
Hydrant control valve repairs	X			ASAP	2 Weeks	Repair completed	May-22
Lawn Maintenance		X				W:\Parks\Lawn Maintenance List.xls	

**Town of Bashaw  
Public Works Project Duties list**

Culvert Drain maintenance									Jun-22	3 Weeks		
Paint Hydrants on Main Street												
Road repairs main St								May 23/2022		2 Weeks		Patching areas has started.
Town Garbage Pick up and weed-wacker												
Garbage cleanup												Emptied weekly or sooner.
Sidewalk Repairs Main St								Jun-22		2 weeks		
Main St Line Painting								ASAP				
Plant 4" pine Trees with water bags 51Ave								June		2 weeks		
Catch Basin Clean out								June		1 Week		
Manhole checks								May 23/2022		1 Week		
Install new sign for Sitting Stone Lake												
<b>Airport</b>												
Lawn Maintenance										As needed		
Building Maintenance												
<b>Sewer</b>												
Lift Station 1. Cleaning								April 29/22		1 day		Grease buildup control
Lift two Backup motor rebuild								Apr-22		4 day		Approved within capital budget, proceed with repairs.
Lagoon maintenance								May-22		As needed		Ongoing
lines flushed								June 20/2022		1 Week		Completed on schedule; due again in September.
<b>Shop</b>												
Put winter equipment way								Jun-22				Pending due to weather changes.
Shop cleanup								Jun-22				Compound has been cleaned up.
Equipment maintenance												Ongoing
Inventory								Jun-22				Over the summer months
<b>Beautification</b>												
<b>Campsite</b>												
Deadfall around Campsite								May-22				Work group from school helped to remove.
Weed wacking around the Ball diamond												Complete.
Weed Saskatoon bushes between campsite												Complete.
Weed wack the fence line												
Scrape Blue Park bench & Paint												
Pull weeds and Scrapings around little slide												
Garbage cleanup												
Picnic Table paint and repairs								Jun-22				All powder coating completed.
<b>Cemetery</b>												Clean up booked June 10, 2022
remove Deadfall												
Weed Control												
remove deadfall on the way to the cemetery												
Pressure wash												
West fence line path cut in												
Pest control												
Weed wacking												
<b>Fish Pond</b>												
Weed control around the trees, concrete blocks and trash clean up												
Sweep and wash down the outhouses												
Paint Park bench Sproule Place												



CHIEF ADMINISTRATOR'S REPORT  
Submitted for June 14, 2022, Regular Meeting of Council

➤ Action List Items from May 30, 2022:

2022 Capital Budget – proceeding with items/projects as approved.

Bashaw Soccer Storage Shed – Public works will be working with the group to arrange suitable location.

2022 Public Auction Terms & Conditions of Sale –to be forwarded to our Tax recovery contractor.

**Outstanding from Prior Meetings:**

Communications Policy Request – Due prior to the end of 2022.

Arena Access for Home Schooling Program: Revision to the Arena Recreational Facility Use and Allocation Policy 24.10. has been requested by Council. Follow up by July 2022.

Flush Truck – Bawlf Council just reviewed the agreement have indicated they are wanting to discontinue participation in the agreement. A meeting date will be forthcoming.

Council Schedule –MDP, ICF and Strategic Plan – Review dates.

➤ CAO Activities/Meetings:

May 27, 2022 – CAO out of the office

June 2, 2022 – Meeting with Atco Gas

June 3, 2022 – CAO out of the office

June 8, 2022 – Development Information Session hosted by Camrose County

June 13, 2022 – Regional Mental Health Meeting by Zoom

➤ Day to Day:

Items worked on:

Agenda preparation, Waste Disposal Bylaw research, Human resources activities, staff training, development inquiries/follow up, staff interaction; and ongoing communication. Walk in and telephone inquiries, following up on phone messages.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Theresa Fuller".

Theresa Fuller, Chief Administrative Officer

May 10, 2022

Theresa Fuller  
Town of Bashaw  
Box 510  
Bashaw, AB T0B 0H0

## De-risk The Local Crime Rate

Dear Theresa,

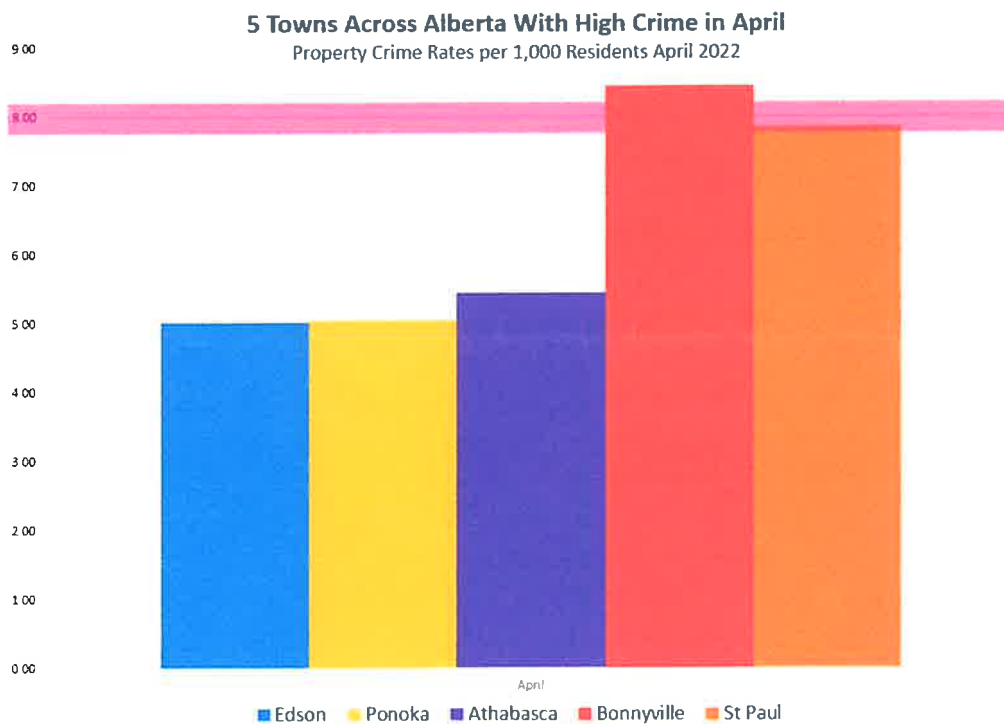
Last year I had been asking myself a question for months. That question was 'How can I help property owners know how safe the area they live in really is?' Sometimes even before crime rates went up there were plenty of warning signs.

I felt that if people could be properly warned that crime could be a real issue, some would want to take precautions in advance.

What if there was a way to de-risk the crime rate? Many municipal leaders feel their hands are tied and they have little control. I am positive that isn't the case.

I've found there are almost no real reasons why one Town should have double or triple the crime versus another peer. All Towns have the same federal and provincial laws, most have the same police force, and often the economics and geography are similar. The differences often come down to how either how active a community is engaged or how entrenched a crime ecosystem has become.

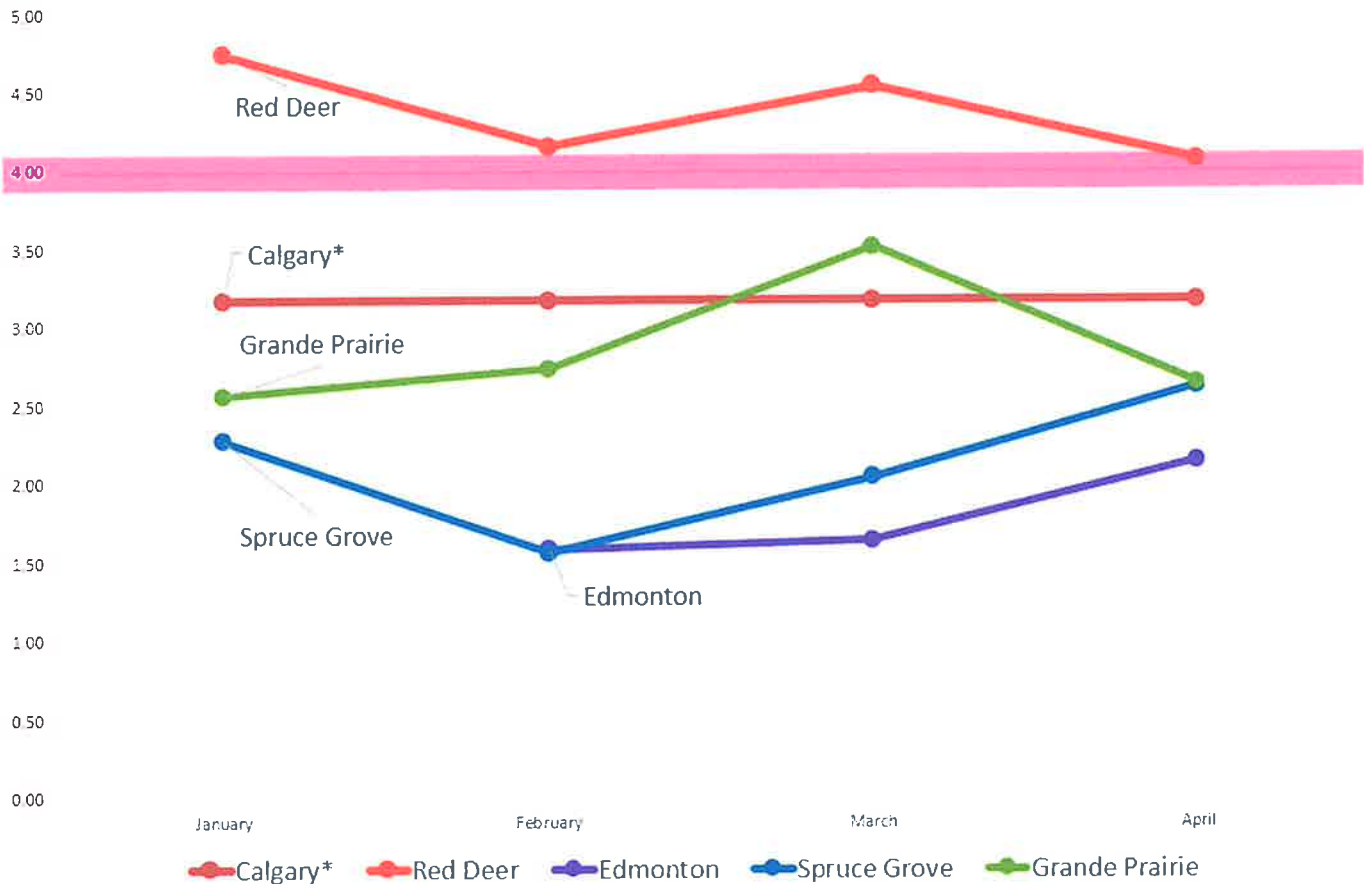
For reference, here are Towns across the province with some of the highest crime rates in April.



To my surprise the crime rates in Towns can quickly jump to levels much higher than ever seen in rural Alberta and higher than even in major Cities. Compare the crimes per 1,000 for Cities below with the sample of Albertan Towns on the first page. Notice how crime rates in Towns can be **double** what people in the City experience at times.

### Urban Property Crime Rates Alberta

per 1,000 Residents Jan -April 2022



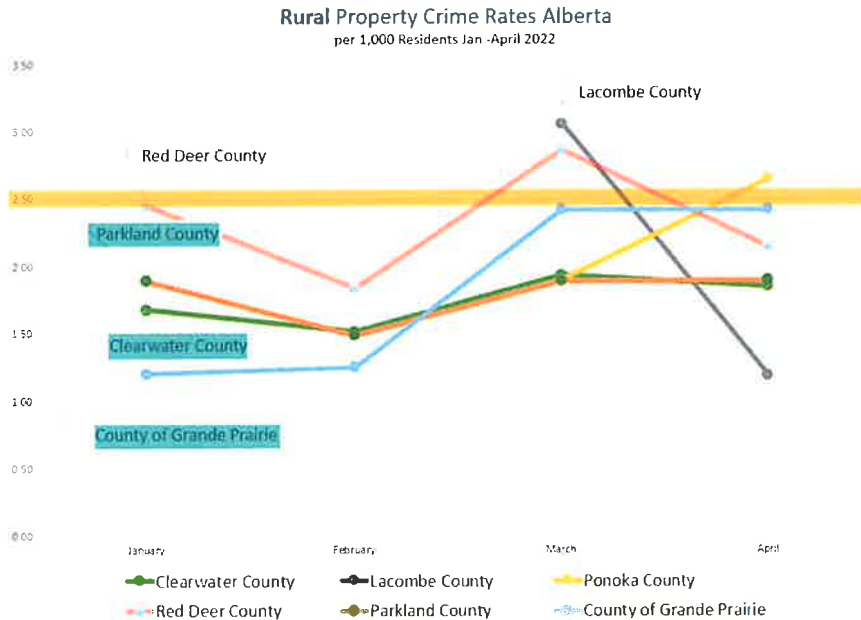
When crime rates spike, there comes a lot of negative publicity with it. The frustration can all come very quickly and people being people, very loudly. When that happens, many municipal leaders feel all they can do is wait and hope some of the root causes get dealt with eventually. Some call this damage control.

As a Municipal leader there are proven steps you can take to avoid crisis management. You can put the safety of your community in the hands of the people that can truly make a difference. I didn't know this, but several police officers have told me that the initial training the RCMP receives introduces Peels Principles of Law Enforcement from 1829.

Number 7 of these 9 principles says **“Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.”** These principles have held true for almost 200 years and have been officially adopted across the world.

Let me show you results from 2022 that come from properly putting this principle in action.

The three rural Counties with the lowest crime rates in the chart below all have some form of formal or informal program helping their ratepayers know and use the free Lightcatch app for crime prevention. These communities' crime rates are much lower than many other peers across the province.



Lightcatch is a free app that helps the people do exactly what Peels' Principles outline. It allows the public to safely and legally help the police better than any other tool on the market. It happens to be the world's leading solution.

I created the 10 Steps to Community Safety to give real clarity how well Peel's principles are being applied. In other words, I can help show how well people are actually helping the police. These steps have proven to lead to safer communities than many peers, as well as having led to hundreds of other success stories.

If you would like to have the 10 Steps to Community Safety to get a sense how much risk your Town is facing, I can help. Contact me to get a free report specific to your Municipality.

Depending on how technology changes, the 10 steps I've created may not last the next 200 years like Peels Principles have. However, I'm pretty confident something like these 10 steps to Community Safety are going to soon reach people all over the world. The changes they bring about will last for at least the next decade. They are so incredibly impactful.

If you want to de-risk this issue, contact me to get your free report. Crime rates after the pandemic are rising across most places in the Country. Summer can also be the most volatile, and it is just around the corner.

Sincerely,

Darren Boyer  
Founder + CEO



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Tofield, Alberta T0B 4J0  
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E tofieldadmin@tofieldalberta.ca  
W www.tofieldalberta.ca

May 25, 2022

The Honorable Tyler Shandro  
Minister of Justice and Solicitor General  
204, 10800-97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister,

Re: Alberta Provincial Police Force

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Minister Shandro, Town of Tofield Council have attended the Presidents Summit, read, and reviewed the Price Waterhouse Cooper report, and have attended municipal engagement sessions on the proposed Provincial Police Force, all of which have discussed and debated the merits of Provincial Policing.

Minister, please note: Town of Tofield Council in no way supports this initiative to replace the RCMP with an Alberta Provincial Police Force.

The rationale behind this seems poorly timed and ill researched. The Fair Deal panel provided, in our opinion, solid evidence for this potential project to be halted and not further investigated. For review, at the time of results 65% of respondents were not in support of this initiative. Once again, in our opinion, this should have been a large enough response to have negated taking this process any further.

In a time of already uncertain economic forecasts, this seems to be short sighted. The costs to have a transfer to a Provincial Policing Force would be astronomical. Considering these potential costs as well as the current Police Funding Model which we must now shoulder does not sit well with Council and does not sit favorably with the community. Respectfully, this initiative seems to be somewhat tone deaf.

The RCMP have proven to be a pillar of strength, guidance, and protection not only for our community but the Province as a whole. It is without question that Tofield Council support our local detachment of exceptionally skilled and hard-working individuals, but also the members across our fine Province of Alberta.

Honorable Tyler Shandro  
Minister of Justice and Solicitor General  
Page 2

Minister Shandro, Tofield Council respectfully implore you reconsider the movement to a Provincial Policing Force. Tofield stands in solidarity with our friends at the Town of Mundare, as well as the other numerous Alberta Municipalities who have voiced similar concerns. We ask that you instead look to strengthen and improve your work with the RCMP for the true betterment of our Province.

Sincerely,



Debora Dueck  
Mayor

C.C    AUMA Membership  
       RMA Membership  
       Jackie Lovely, MLA



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May 26, 2022

Alberta Utilities Commission  
106 Street Building  
10<sup>th</sup> Floor, 10055 106 ST  
Edmonton, AB  
T5J 2Y2

Re: Alberta Utility Fees

The following correspondence is being sent in a movement of solidarity. There have been multiple municipalities across Alberta who have reached out with grave concern, regarding the rising fees for both electricity and natural gas.

In a time of extreme economic downturn, supply shortages and employment volatility, the fee increases appear to be exceptionally short sighted. The province of Alberta and its hardworking people have been wrought with challenges over the past two years, and this is simply providing further stress and instability to the people of this province.

Mayor and Council for the Town of Tofield implore the Commission to truly review the fees and the charges being unfairly downloaded to the Alberta residents. In what has proven to be the most challenging time of many people's lives, these life essential utilities should not be viewed as an opportunity for profit.

Sincerely,

A handwritten signature in cursive script that reads 'Debora Dueck'.

Debora Dueck  
Mayor

C.C    AUMA Membership  
      RMA Membership  
      Jackie Lovely, MLA



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*



AR108536

May 16, 2022

His Worship Robert McDonald  
Mayor  
Town of Bashaw  
PO Box 510  
Bashaw AB T0B 0H0

Dear Mayor McDonald:

The Government of Alberta continues to build on its commitment to invest responsibly and sustainably in Alberta's communities and support local infrastructure needs. As part of this commitment, I am pleased to confirm that \$485 million will be allocated to local governments in Municipal Sustainability Initiative (MSI) capital funding and \$30 million in MSI operating funding in 2022. Combined with \$1.196 billion in funding front-loaded in 2021, MSI capital funding over the last three years of the program, from 2021 to 2023, will average \$722 million per year.

In addition, in 2022, Alberta will receive \$255 million in federal funding under the Canada Community-Building Fund (CCBF).

For the Town of Bashaw:

- The **2022 MSI capital allocation is \$120,510.**  
This amount is equivalent to 40.6 per cent of your 2021 allocation, a reduction based on year-over-year change in overall program funding from \$1.196 billion to \$485 million.
- The **2022 MSI operating allocation is \$59,095.** This includes \$40,395 in Sustainable Investment funding.  
Your 2022 operating allocation will be the same as in 2021.
- The **2022 CCBF allocation is \$50,000.**  
This amount was calculated using the 2019 Municipal Affairs Population List, the most current municipal-level population data available for the purpose of calculating CCBF funding.

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at [open.alberta.ca/publications](https://open.alberta.ca/publications). MSI allocation estimates for 2023, the last year of the MSI, are available on the program website at [www.alberta.ca/municipal-sustainability-initiative.aspx](https://www.alberta.ca/municipal-sustainability-initiative.aspx).

.../2

The new Local Government Fiscal Framework (LGFF) program is scheduled for implementation in 2024. The new funding arrangement will ensure predictable long-term infrastructure funding at sustainable levels tied to growth in provincial revenues. I recognize how important it is for you to have the opportunity to provide input on the design of the LGFF, and value your expertise in the development of the new program.

I am pleased to announce that engagement with our local government stakeholders on the LGFF program has already begun. I had the privilege to initiate the LGFF engagement process by meeting with representatives from Alberta Municipalities, Rural Municipalities of Alberta, the Metis Settlements General Council, and the cities of Calgary and Edmonton. This engagement will include a survey on the LGFF program design, which is being sent out to all local governments. The results of these consultations are anticipated to be shared with you by early 2023.

We have a busy year ahead, and I am looking forward to working with you to develop the LGFF to ensure the program reflects local priorities, while aligning with provincial objectives and respecting our taxpayers.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is written in a cursive style with a long horizontal stroke at the end.

Ric McIver  
Minister

cc: Theresa Fuller, Chief Administrative Officer, Town of Bashaw



CHIEF ADMINISTRATIVE OFFICER  
THERESA FULLER  
PO BOX 510 5011 - 52ND AVE.  
BASHAW AB T0B 0H0

Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER THERESA FULLER and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at [shannon.stubbs@parl.gc.ca](mailto:shannon.stubbs@parl.gc.ca), M.P. Kurek at [damien.kurek@parl.gc.ca](mailto:damien.kurek@parl.gc.ca), or M.P. Gourde at [jacques.gourde@parl.gc.ca](mailto:jacques.gourde@parl.gc.ca).

Thank you for your time.

Shannon Stubbs, M.P.  
Shadow Minister for Rural Economic Development  
and Rural Broadband Strategy  
Lakeland

Damien C. Kurek, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Battle River—Crowfoot

Jacques Gourde, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Lévis—Lotbinière