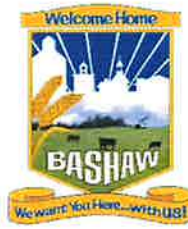


**REGULAR MEETING OF COUNCIL
A G E N D A
Wednesday, September 3, 2025, 6:00 pm
Council Chamber & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS – none
4. DELEGATIONS
5. APPROVAL OF MINUTES
 - 5.1 Minutes of August 21, 2025, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Alberta Municipal Affairs – Canada Community Building Fund Allocation
 - 6.2 July 31, 2025 – Town of Bashaw Monthly statement
 - 6.3 Bashaw School – Sgt Bruce Holliday Memorial XC Run – September 25, 2025.
7. NEW & UNFINISHED BUSINESS
 - 7.1 Resolution in Support of Rail Safety Week
 - 7.2 Atco Franchise Fee – Annual Review
 - 7.3 Fortis Franchise Fee – Annual Review
 - 7.4 Bylaw 836 – 2025 – Amend Master Rates & Schedules Bylaw – Change Ball Diamond Fees
 - 7.5 Ball Diamond Use Policy
 - 7.6 Bashaw Business Navigation Supports Project – Next Steps
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
 - 10.1 Legal – Arbitration – ATIA (Access to Information Act) Section 26
 - 10.2 Legal – Regional Fire Agreement – ATIA Section 26
11. NOTICES OF MOTION
12. NEXT MEETING: September 17, 2025, 6:00 pm
13. ADJOURNMENT



**REGULAR MEETING OF COUNCIL
MINUTES
August 21, 2025, 6:00 pm
Council Chambers & Zoom Access**

In Person: CAO Fuller (5:30pm), Councillor McIntosh (5:48pm), Mayor McDonald (5:47pm), Deputy Mayor Orom (5:46pm), Councillor Northey (5:50pm), Councillor Gust (5:52 pm)

Council by Zoom: Kevin Sabo (6:00pm)

Absent with notice: Secretary Morrison, Public Works Foreman Schmidt

Recording Secretary: CAO Fuller

Public: Kerri McNally (6:00pm)

Public Zoom: none

Press by zoom: Kevin Sabo (6:00pm)

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

2. ADOPTION OF AGENDA

MOVED by Councillor McIntosh to approve the July 16, 2025, Regular Meeting of Council agenda with the addition of item 10.3 to the Closed Meeting of Council; Legal Advice ATIA section 32(1a).

MOTION #116-2025

CARRIED

3. PUBLIC HEARINGS – None

4. DELEGATIONS

4.1 Bashaw Minor Ball – Ball Diamond Upgrade Proposal – Kerri McNally

Kerri shared the proposal with council and answered questions.

Kerri McNally left the meeting at 6:20 pm.

5. APPROVAL OF MINUTES

MOVED by Deputy Mayor Orom moved to approve minutes from the July 16, 2025, Regular Meeting of Council.

MOTION #117-2025

CARRIED

6. CONSENT AGENDA

6.1 Water Reconciliation Report

6.2 Council Committee Report

6.3 CAO Report

6.4 Public Works Report

6.5 Royal Canadian Mounted Police – Trevor Daroux

6.6 June Month End Statement

Deputy Mayor Orom requested to discuss Water reconciliation on the agenda. It will be item 7.6 in the New & Unfinished business.

Councillor McIntosh requested to discuss June Month end Statement. It will be item 7.7 in the New & Unfinished business.

7. NEW & UNFINISHED BUSINESS

7.1 Bashaw Minor Ball – Ball Diamond Upgrade Proposal - Approval

MOVED by Councillor Northey to approve endorsement of the Bashaw Minor Ball – Ball Diamond Upgrade Proposal; at the August 21, 2025, regular meeting of council.

MOTION #118-2025 CARRIED

7.2 Bashaw Agricultural Society – Playground proposal - Approval

MOVED by Councillor Northey made a motion to direct administration to arrange a meeting with the recreation groups inclusive of Bashaw Minor Ball, Bashaw Ag Society, and possibly Bashaw Minor Hockey to work on a collaborative effort to improve recreation facilities.

MOTION #119-2025 CARRIED

MOVED by Councillor McIntosh to make a motion to approve the location of the proposed playground for the Bashaw Agricultural society; at the August 21, 2025, regular meeting of Council.

MOTION #120-2025 CARRIED

7.3 Master Rates & Schedules – Ball Diamond Fees

MOVED by Councillor Northey to direct administration to amend the master rates & schedules bylaw changing the ball diamond fees to \$20.00 per child under 18 as the seasonal fee (not including tournaments) and the tournament fees to \$57.50 per diamond per day for Adults, \$47.00 per diamond per day for youth.

MOTION #121-2025 CARRIED

MOVED by Councillor Gust to direct administration to prepare a letter or policy for ball diamond use, outlining the expectations for the services the town will provide and what the volunteers obligations are, include chalk expenditure; for council to review for the next council meeting.

MOTION #122-2025 CARRIED

7.4 Bylaw 835 – 2025 – Atco Franchise fee

MOVED by Councillor Gust to approve first reading of Bylaw 835-2025, Atco Franchise Fee bylaw on August 21, 2025, regular meeting of Bashaw Town Council.

MOTION #123-2025 CARRIED

7.5 Council Orientation Proposal

MOVED by Councillor McIntosh moved to send invitation for Council Orientation & Meet and Greet; to various area municipalities for Council and CAO to attend for a fee of \$100.00.

MOTION #124-2025 CARRIED

7.6 Water Reconciliation Report

Discussion progressed regarding the water statistics. There appears to be a mismatch in timeline when readings were completed.

7.7 June Month End Statement

Council asked what the computer cheques were. Administration was going to follow up and let them know by email.

8. COMMITTEE REPORTS – none.

9. CORRESPONDENCE ITEMS – none

MOVED by Councillor McIntosh to move into Closed Meeting of Council at 7:15pm pm to discuss 10.1 Legal – Arbitration – ATIA Section 26, 10.2 Personnel – CAO Performance Review -ATIA Section 22, and Legal Advice – ATIA section 10.3. 32(1a).

MOTION #125-2025

CARRIED

Kevin Sabo left the meeting at 7:15pm

10. CLOSED MEETING OF COUNCIL

10.1 Legal – Arbitration – ATIA (Access to Information Act) Section 26

10.2 Personnel – CAO Performance Review – ATIA Section 22

10.3 Legal Advice – ATIA section 32 (1a).

MOVED by Councillor McIntosh to come out of Closed Meeting of Council at 7:11pm.

MOTION #126-2025

CARRIED

MOVED by Councillor McIntosh to direct administration to send a letter to Camrose County including a dispute report, and request for arbitration appointment; with a timeline of 14 days from the receipt of the letter.

MOTION #127-2025

CARRIED

11. NOTICES OF MOTION - none

12. NEXT MEETING – September 3 & September 17, 2025, 6:00 pm (as per regular rotation)

13. ADJOURNMENT – Councillor Gust adjourned the meeting at 8:05 pm.

MAYOR, Robert McDonald

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*



AR119711

August 8, 2025

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

Dear Mayor McDonald:

I am pleased to confirm your allocation for the 2025-26 Canada Community-Building Fund (CCBF). In 2025, Canada allocated Alberta \$276 million; this partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

For the Town of Bashaw, your 2025 CCBF allocation is \$101,505.

Both the CCBF and Local Government Fiscal Framework (LGFF) funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at <https://open.alberta.ca/publications/canada-community-building-fund-allocations>.

I look forward to working together with you to support your local infrastructure needs, and building strong, vibrant communities across Alberta.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

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

**TOWN OF BASHAW
MONTHLY STATEMENT
July 31, 2025**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
BALANCE AT END OF PREV MONTH	\$ 672,850.65	\$ 554,549.94	\$ 1,227,400.59
RECEIPTS FOR THE MONTH	\$ 112,400.97		\$ 112,400.97
ALBERTA DIRECT DEPOSIT	\$ 430,485.32		\$ 430,485.32
VOID	\$ 148.42		\$ 148.42
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 279,897.65		\$ 279,897.65
SERVUS CREDIT UNION - INTEREST	\$ 2,319.75		\$ 2,319.75
TERM #54 INTEREST	\$ 934.94		\$ 934.94
TERM #53 INTEREST	\$ 409.18	\$ -	\$ 409.18
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ 20,000.00		\$ 20,000.00
SUB-TOTAL	\$ 1,519,446.88	\$ 554,549.94	\$ 2,073,996.82
DISBURSEMENTS FOR THE MONTH	\$ 177,163.63		\$ 177,163.63
TRANSFER TO/FROM TERM		\$ 20,000.00	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 41.23		\$ 41.23
BANK CONFIRMATION FEE	\$ -		
SCHOOL PAYMENT	\$ -		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
BALANCE AT END OF MONTH	\$ 1,342,242.02	\$ 534,549.94	\$ 1,876,791.96
BANK BALANCE AT MONTH END	\$ 1,392,287.91	\$ 534,549.94	\$ 1,926,837.85
OUTSTANDING DAILY DEPOSITS	\$ -		\$ -
OUTSTANDING ONLINE/INTERAC	\$ 14,889.25		\$ -
OUTSTANDING DIR DEPOSITS	\$ -		
SUB-TOTAL	\$ 1,407,177.16	\$ 534,549.94	\$ 1,941,727.10
LESS OUTSTANDING CHEQUES	\$ 64,935.14		\$ 64,935.14
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
BALANCE AT END OF MONTH	\$ 1,342,242.02	\$ 534,549.94	\$ 1,876,791.96

THIS STATEMENT SUBMITTED TO COUNCIL

September 3, 2025

MAYOR

TOWN MANAGER



Town of Bashaw

General Ledger - Bank Reconciliation

Completed on 2025-08-12 by Darlene Tucker

Printed on: 2025-08-12

Printed by: Darlene Tucker

25-00-00-121-00 - Municipal Acct. in Credit Union

Statement Open:	\$822,857.18	+ Cleared Total:	\$569,430.73
		+ Adjustments:	\$0.00
Statement Close:	\$1,392,287.91	= Bank Rec Close:	\$1,392,287.91
		Proof:	\$0.00

Statement Start: 2025-07-01

Statement End: 2025-07-31

Un-Cleared Deposits

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$200.00
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$184.98
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$202.22
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$800.00
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$143.63
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10866	\$146.69
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10860	\$800.00
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10934	\$135.32
2025-07-31	Bank Deposit - OTHER	Cash Receipt		10860	\$100.00
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$746.33
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$1,370.32
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$1,047.92
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$4,655.17
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$4,061.31
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$100.00
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10860	\$100.00
2025-07-30	Bank Deposit - OTHER	Cash Receipt		10857	\$95.36
Total Un-Cleared Deposits:					\$14,889.25

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-07-31	LOCAL AUTHORITY PENSION PLAN	AP Payment	17877	10892	(\$3,322.54)
2025-07-31	RECEIVER GENERAL OF CANADA	AP Payment	18	10893	(\$6,765.99)
2025-07-31	CAMROSE COUNTY	AP Payment	9	10889	(\$9,881.04)
2025-07-31	TRANSALTA ENERGY MARKETING CORP	AP Payment	17872	10884	(\$11,706.25)
2025-07-31	DIRECT ENERGY BUSINESS	AP Payment	17875	10884	(\$793.92)
2025-07-31	BASHAW CONCRETE	AP Payment	26612	10883	(\$1,082.41)
2025-07-31	BASHAW FARM & BUILDING SUPPLY	AP Payment	26613	10883	(\$1,528.06)
2025-07-31	WFR WHOLESALE FIRE & RESCUE LTD.	AP Payment	26614	10883	(\$3,112.27)
2025-07-31	AMSC INSURANCE SERVICES LTD.	AP Payment	26615	10883	(\$372.00)
2025-07-31	BIG HILL SERVICES	AP Payment	26616	10883	(\$761.25)
2025-07-31	CANOE PROCUREMENT GROUP OF CANADA	AP Payment	26617	10883	(\$32.60)
2025-07-31	OK TIRE & AUTO	AP Payment	26618	10883	(\$40.74)
2025-07-31	REYNOLDS MIRTH RICHARDS & FARMER LLP	AP Payment	26619	10883	(\$271.95)
2025-07-31	MESSER CANADA INC. 15687	AP Payment	26620	10883	(\$482.58)
2025-07-31	TROLL PRINTING	AP Payment	26621	10883	(\$63.00)
2025-07-31	EASTHILLS AUTOMOTIVE & TOOL SUPPLY LTD	AP Payment	26622	10883	(\$4.68)
2025-07-31	UNDER PRESSURE LINE JETTING INC.	AP Payment	26623	10883	(\$719.25)
2025-07-31	FRENCH, PAIGE	AP Payment	26624	10883	(\$952.53)
2025-07-31	Cheque Payment Refund - VERVERDA, HENDRIKUS & ELIZABETH ANN	Refund		10872	(\$2,781.18)
2025-07-16	FULLER, THERESA	AP Payment	26599	10666	(\$84.00)
2025-07-16	TROLL PRINTING	AP Payment	26602	10666	(\$31.45)
2025-07-16	LINDY BLACK	AP Payment	26604	10666	(\$24.00)
2025-07-16	EASTHILLS AUTOMOTIVE & TOOL SUPPLY LTD	AP Payment	26608	10666	(\$247.25)



Town of Bashaw

Printed on: 2025-08-12

General Ledger - Bank Reconciliation

Printed by: Darlene Tucker

Completed on 2025-08-12 by Darlene Tucker

3-00-00-121-00 - Municipal Acct. in Credit Union

Statement Open:	\$822,857.18	+ Cleared Total:	\$569,430.73
		+ Adjustments:	\$
Statement Close:	\$1,392,287.91	= Bank Rec Close:	\$1,392,287.91
		Proof:	\$0.00

Statement Start: 2025-07-01

Statement End: 2025-07-31

Un-Cleared Payments

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-07-16	ALBERTA MUNICIPAL DATA SHARING PARTNERSHIP	AP Payment	26609	10666	(\$35.00)
2025-07-16	SILVERSMITH CANADA, ULC	AP Payment	26610	10666	(\$1,575.00)
2025-06-30	ALBERTA WASTE HANDLING	AP Payment	26577	10566	(\$630.00)
Total Un-Cleared Payments:					(\$47,300.94)

Un-Cleared Other

Trans. Date	Item Description	Type	Type #	Batch #	Amount
2025-07-31	CAFT			10925	(\$15,962.10)
2025-06-13	Computer Cheques 0026565 - Dougs Service			1	(\$632.10)
2024-08-31	Computer Cheques 0023269 - RANDY BERGSTROM			1	(\$1,040.00)
Total Un-Cleared Other:					(\$17,634.20)

Bank Rec Close:	\$1,392,287.91
+ Un-Cleared Deposits:	\$14,889.25
+ Un-Cleared Payments:	(\$47,300.94)
+ Un-Cleared Other:	(\$17,634.20)
= Adjusted Bank Rec Total:	\$1,342,242.02
Bank Balance as of 2025-07-31:	\$1,342,242.02



Bashaw School

Craig Dimond, Principal - Chelsea Niederlag Assistant Principal
Box 69, Bashaw AB
(780) 372-3800 phone (780) 372-3927 fax

Aug 30, 2025

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

Dear CAO Fuller:

I am writing to you today requesting the support of the Town of Bashaw in hosting the 2025 **S/Sgt Bruce Holliday Memorial XC Run** taking place **September 25th, 2025**. The run has proven that it has a net positive impact on the community as it attracts 1000+ visitors.

My colleague Mr. Scott Kohlman previously presented to Council on July 16th, 2025, but no Council motions were passed accepting the information, directing administration, or otherwise giving direction. The minutes approved at the August 21st meeting, despite having no motions, indicate the opinion of Council is that road closures before Council can be approved by the CAO. This was indeed the view Mr. Kohlman left the meeting with. Those closure requests now include:

1. Road closure at 54 Ave below the water tower for the duration of the event.
2. Road closure at 52 Ave from the library to the fitness park.
3. Alleyway use behind Sproule and Robinson Places.
4. Alleyway behind 52nd St adjacent to the Nature Trail.
5. A limited lane closure on 52nd/54St (near Brown-Gust / Shantz) if required for safety buffering.
6. Use of Town barricades.

This represents the routes I've included below and does **NOT go in front of the Bashaw Meadows**. Mr. Kohlman shared Council's concerns with our Course Sub-committee and this hybrid was created; it contains elements of the original races Council approved while minimizing the overall impact of the race on regular traffic.

In addition to road closure requests, however, this body also asked for the Town's support on other items including use of the red gazebo and use of Town communications to ensure residents are aware of disruptions the race will cause.

7. Bashaw Arena complex & Tourism Booth spaces (external).
8. Assistance communicating any such road closures as deemed ordered by Council. **Voyent Alert use last year was successful** when paired with doorknocking and other notifications.

The organizing committee is very conscious of the criticism from some community members about delays they experienced during past runs. Changes made last year were overwhelmingly positive and we look to continue building up the capacity of this run in a meaningful way while supporting our local residents.

Partnerships in place include a regional EMS service, a variety of businesses, and our involvement in the greater Battle River Race Series.

Early approval allows us to begin notifying affected residents and community members well in advance of race day and to engage with necessary stakeholders including our sponsors, event partners, and local residents.

Your support will help us continue to deliver upon our vision of hosting a premier Central Alberta race and continue to promote both the school and the town itself as regional gems.

Our request is for all numbered items included above - from road closure requests to logistics - as an essential partner in promoting youth sport.

Thank you for your consideration,

[original signed]

Kyle McIntosh
Race Director
S/Sgt Bruce Holliday Memorial Run XC

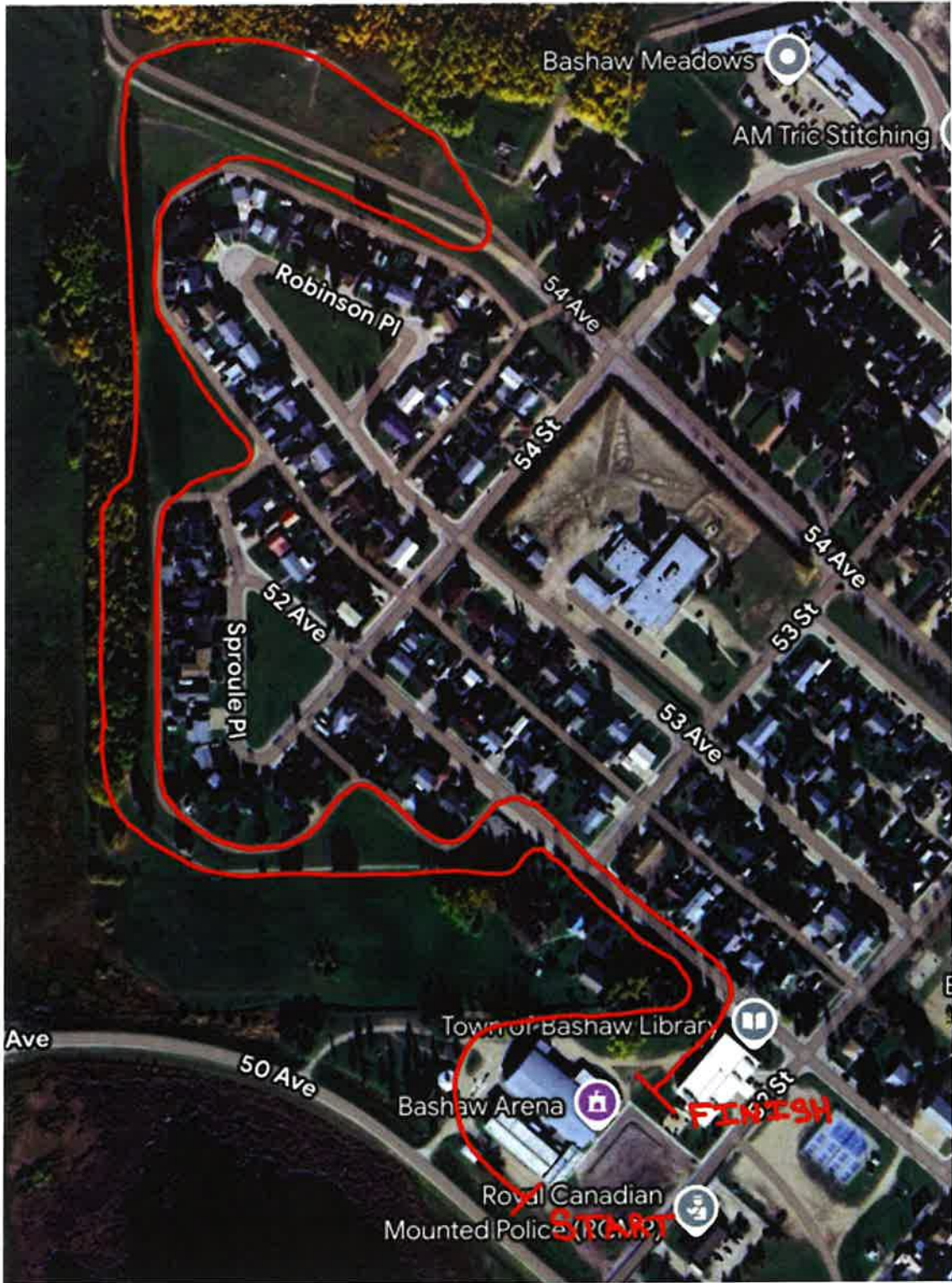
cc:

Scott Kohlman, Marshal, S/Sgt Bruce Holliday Memorial Run XC
Al Middleton, Co-Chair (Officials), Bashaw School
Battle River Race Series committee

Encl:

Route Maps





RESOLUTION

IN SUPPORT OF RAIL SAFETY WEEK

WHEREAS *Rail Safety Week* is to be held across Canada from September 15 to 21, 2025;

WHEREAS, 261 railway crossing and trespassing incidents occurred in Canada in 2024; resulting in 68 avoidable fatalities and 58 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, indigenous communities, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor _____

seconded by Councillor _____

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 15 to 21, 2025.

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 3, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Atco Gas & Pipelines Ltd. Annual Franchise Fee Review

Background/Proposal:

Council is required to decide whether to reduce, increase, or have the Atco Franchise fees remain the same.

- 2024 revenue 13% - \$44,833.88
- 2025 fee projected 13% - \$47, 033.00
- 2026 fee projected 13% - \$45,269.00

Discussion/Options/Benefits/Disadvantages:

The franchise fee percentage has remained the same, however the revenue has modestly decreased.

Costs/Source of Funding (if applicable)

Annual Franchise fee paid to the Town by Atco. The revenue is included in the operating budget.

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to have the Atco Gas & Pipelines Ltd. Franchise fee remain at 13%.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

August 26, 2025

Town of Bashaw
PO Box 510
Bashaw, AB, T0B 0H0



Attention: Ms. Theresa Fuller, Chief Administrative Officer

Re: Natural Gas Franchise Fee Estimate for 2026 - Bashaw

As per the Natural Gas Distribution System Franchise Agreement between ATCO Gas and Pipelines Ltd. (ATCO) and the Town of Bashaw, ATCO pays the Town of Bashaw a franchise fee. The franchise fee is calculated as a percentage of ATCO’s revenue derived from the delivery tariff and is collected from gas customers within Bashaw.

The franchise agreement requires that we provide ATCO’s total revenues derived from the delivery tariff within Bashaw for 2024 and an estimate of total revenues to be derived from the delivery tariff within Bashaw for 2026. The chart below provides this information as well as an estimate of your franchise fee revenue for the 2026 calendar year.

ATCO’s Delivery Tariff Revenue in 2024	ATCO’s Estimated Delivery Tariff Revenue for 2026	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2026
\$343,921	\$348,225	13%	\$45,269

Please note that the estimated delivery tariff revenue for 2026 can be impacted by changes in customer operations and weather. Additionally, ATCO has utilized forecast 2026 delivery rates; however, they have not yet been approved by the Alberta Utilities Commission (AUC). ATCO commits to providing updated franchise fee revenue forecasts at a future date should there be material impacts related to any update of these forecast assumptions.

Under the franchise agreement, the Town of Bashaw has the option of changing the franchise fee percentage for 2026. If you are considering changing the franchise fee in 2026, please contact us as soon as possible to learn about the process. The franchise fee change process is regulated by AUC Rule 029, which mandates specific steps to take, timelines, and a new public notice template to be used for advertising. We will guide you through the process and will file the application with the AUC for approval. A request to change the franchise fee must be made in writing to ATCO before the end of October 2025.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at kyla.belich@atco.com or at 587-679-1423.

Yours truly,

Kyla Belich
Senior Manager, Red Deer Operations
ATCO Gas & Pipelines Ltd.

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 3, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Fortis Franchise Fee Annual Review

Background/Proposal:

Council is required to decide whether to reduce, increase, or have the Fortis Franchise fees remain the same. The annual fee is 2%.

- 2024 projected franchise fee \$19, 493.00
- 2025 projected franchise fee \$ 20,002.00
- 2026 projected franchise fee \$ 20,348.00

Discussion/Options/Benefits/Disadvantages:

The franchise fee percentage has remained the same, however the revenue has modestly increased.

Costs/Source of Funding (if applicable)

Annual Franchise fee paid to the Town by Fortis. The revenue is included in the operating budget and allocated to beautification projects.

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

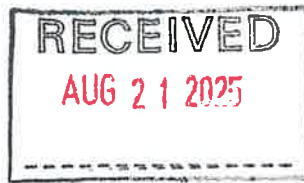
Administration recommends passing the following motion:

MOVED BY _____ to have the Fortis Franchise fee remain at 2%.

Or a motion of council determination.

Discussion Result:

Additional research Requested:



MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

Muni Code	Municipality	Rider	Effective	Muni Code	Municipality	Rider	Effective
03-0002	Acme	3%	2013/07/01	02-0040	Bowden	15%	2017/01/01
01-0003	Airdrie	20%	2021/04/01	03-0041	Boyle	20%	2021/01/01
03-0005	Alix	8.50%	2019/01/01	03-0042	Breton	20%	2015/01/01
03-0004	Alberta Beach	8%	2021/01/01	01-0043	Brooks	14%	2021/01/01
03-0007	Amisk	0%	2014/01/01	02-0044	Bruderheim	4%	2024/04/01
02-0011	Athabasca	20%	2024/01/01	02-0047	Calmar	20%	2013/07/01
04-0009	Argentia Beach	0%	2017/01/01	01-0048	Camrose	18%	2025/04/01
03-0010	Arrowwood	12%	2015/07/01	02-0050	Canmore	16%	2024/01/01
02-0387	Banff	8%	2025/01/01	03-0054	Carmangay	15%	2021/01/01
07-0164	Banff Park	6%	2025/01/01	03-0055	Caroline	12%	2021/01/01
03-0363	Barnwell	15%	2025/01/01	02-0056	Carstairs	10%	2015/01/01
03-0013	Barons	5%	2015/04/01	03-0061	Champion	15%	2015/04/01
02-0014	Barrhead	14%	2023/04/01	03-0062	Chauvin	11%	2016/01/01
02-0016	Bashaw	2%	2021/01/01	01-0356	Chestermere	11.50%	2014/01/01
02-0017	Bassano	14.40%	2019/01/01	03-0064	Chipman	0%	2016/01/01
03-0018	Bawlf	9%	2025/01/01	02-0065	Claresholm	7%	2025/01/01
01-0019	Beaumont	17.25%	2020/01/01	03-0066	Clive	11%	2023/01/01
03-0022	Beiseker	3.50%	2019/01/01	03-0068	Clyde	18%	2024/01/01
02-0024	Bentley	10%	2019/01/01	02-0069	Coaldale	20%	2025/04/01
04-0026	Betula Beach	0%	2017/01/01	02-0360	Coalhurst	7.5%	2023/01/01
03-0029	Bittern Lake	8%	2025/01/01	02-0070	Cochrane	17%	2020/01/01
02-0031	Blackfalds	20%	2013/10/01	03-0076	Coutts	3%	2017/01/01
02-0034	Bon Accord	19%	2022/01/01	03-0077	Cowley	5%	2016/01/01
02-0039	Bow Island	17%	2024/01/01	03-0078	Cremona	10%	2016/01/01
				02-0079	Crossfield	17%	2023/01/01

	2025 Current Franchise Fee	2.00%
	Franchise Fee Cap	20%
	2025 Estimated Revenue \$	19,919
	2026 Estimated Franchise Fee Revenue if your Franchise Fee remains the same \$	20,348
Franchise Fee Calculator Changes:		
Yellow area is to calculate different franchise fee.		
	2026 Proposed Franchise Percentage	2.00%
	2026 Estimated Franchise Fee Revenue if your Percentage is changed \$	20,348
Difference in Franchise Fees Collected from 2025 to 2026 with Proposed D&T Rate Changes.		\$ 429

RECEIVED
 AUG 21 2025



BY-LAW NO. 836 - 2025

BY-LAW NO. 836 - 2025 A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of amending Master Rates and Schedules By-law No.#760 - 2014 to amend the Baseball Diamond User Fees, Section 4, Recreation.

WHEREAS Bashaw Town Council chose to change the Ball Diamond Fees; iii Minor Ball (per child) will change from \$10.50 per child to \$20.00 per child. B. Tournaments (per diamond per day) will change from \$52.50 for Adults to \$57.50 per diamond per day. Youth will change from \$42.00 per diamond per day to \$47.00 per diamond per day.

NOW THEREFORE Pursuant to the Municipal Government Act, Section 42, the Council of the Town of Bashaw duly assembled, hereby enacts as follows:

That By-law No. #760 – 2014 be amended as follows:

iii. Minor Ball (per child) \$20.00

B. Tournaments (per diamond per day)

i. Adult \$57.50

ii. Youth (18 years & younger) \$47.00

RECEIVED FIRST READING THIS
3rd DAY OF September, A.D. 2025
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*CAO

RECEIVED SECOND READING THIS
____ DAY OF _____, AD 2025
PROVINCE OF ALBERTA
IN THE TOWN OF BASHAW, IN THE
PROVINCE OF ALBERTA

* _____
*MAYOR
* _____
*CAO

UNANIMOUS CONSENT TO PROCEED
TO THIRD READING THIS ___ DAY
OF _____, A.D. 2025, IN THE
TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

* _____
*MAYOR
*
* _____
*CAO

THIRD AND FINAL
READING THIS ___ DAY OF _____,
A.D. 2025, IN THE TOWN OF BASHAW,
IN THE PROVINCE OF ALBERTA

* _____
*MAYOR
*
* _____
*CAO

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 3, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.5 Ball Diamond Use policy

Background/Proposal:

Attached are some guidelines for discussion for Ball Diamond Use. The document outlines some of the expectations for each potential user.

The document does focus on communication with other stakeholders that are impacted by the Ball diamond operations.

Discussion/Options/Benefits/Disadvantages:

The document is intended to be an initial framework to discuss with affected stakeholders.

It would be helpful if council could provide information on which areas are important to them that are included or amend areas they would like to see removed.

Or council may prefer to book a meeting to discuss this with them and bring the finished document back for council approval.

Costs/Source of Funding (if applicable)

Operating budget and User fees.

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration declines provision of a recommendation.

Discussion Result:

Additional research Requested:

2025 Bashaw Ball Diamond Guidelines & Responsibilities
September 3, 2025 – Regular Meeting of Bashaw Town Council

This document is being created to communicate expectations for service levels and consumables with regards to the Bashaw Ball Diamonds. There are three diamonds, Ball Diamond 1 & 2 are located on the agriculture grounds.

Ball Diamond 3 is located in the track on the Bashaw Agricultural grounds. Due to the location of Ball Diamond 3 – bookings are subject to the Bashaw Agricultural society approval. Communication with them is imperative as the two facilities cannot be used at the same time.

Preseason Meeting – A meeting is to be held each year in February with Bashaw Minor Ball, the town, and the Bashaw Agricultural society. This is to communicate the annual activities to plan for the activities booked; and address double bookings.

Administration Responsibilities:

We will record the ball diamond tournaments on the website which are emailed to bookingbashaw@gmail.com. They are subject to discussion with the Bashaw Agricultural society and discussion to ensure booking accessibility for annual events. (i.e. Fortis annual Ball tournament, annual softball tournament, bunnock)

Collaboration with the Ag Society and other users is important and needs to be considered. (other users include Curling club – Bunnock tournament, Bashaw Ag society, Softball group, and Fortis)

Public Works Responsibilities:

Weekdays (Monday – Friday excluding holidays): Washrooms / Garbage's – cleaned and maintained as per public works discretion. (included in their rounds)

Diamond shale floating done three days a week, Monday, Wednesday, and Friday (weather dependent, and resources determining, i.e. if no staff or equipment; we would not be able to provide this level of service) Diamond three – is access determinate as well.

Mowing will be done 2x per week during high growth season (typically May / June) Public works reserves the right to determine if a cutting is required. i.e. if it is not long, we won't cut it.

Weed Control on fence lines: We will trim the fence lines at the beginning of the season, and the fence lines will be sprayed.

Staff will strive to treat weeds on the ball diamonds at least once per month, depending on accessibility, bookings, and weather conditions. If weather conditions are not safe to spray, or the diamonds are inaccessible due to bookings – we will not be able to spray.

Supplies – we will provide garbage bags, cleaning supplies, toilet paper and paper towel (which we will restock during the week)

Minor Ball Responsibilities:

Minor Ball is responsible to coordinate their practice bookings and enter them on the calendar. Tournaments are subject to approval during the pre-season meeting.

Weed Control: Pick the weeds on the shale as needed, bag them and throw garbage bags in gray garbage box in centre of RV park– perhaps this can be scheduled with each team having a turn once a week.

Weekend Tournaments:

1. Pick up garbage / Empty Garbage Cans as needed – dispose full bags into gray garbage box in center of RV park and restock cans with garbage bags
2. Bathrooms to be cleaned & stocked (supplies provided by town) throughout weekend by Minor Ball and left in a clean and stocked condition at the end of the tournament
3. Increased need for supplies may result in a fee for supplies.

PLEASE NOTE: If the grounds are left in disarray after practices / games / tournaments (overflowing garbage / disgusting bathrooms) we will be levying a minimum 3-hour public works charge (\$35 / hour) to Minor Ball.

Bashaw Minor ball will be expected to provide their own chalk; the town will no longer provide chalk. During the transition (2026 season), the town will make available 25 bags of chalk for the beginning of the season, and Bashaw Minor ball will be responsible to provide chalk from that point on.

We need to work together to maintain our recreation spaces. We will endeavour to have the facilities in good condition for our Minor Ball teams, and we need Minor Ball to help with the ownership of the spaces so that everyone can have an enjoyable season and be proud of our town.

Please note:

- Washrooms will not be open until we have a steady temperature of 5 degrees Celsius (for at least one week straight including overnight lows)

Access to the Diamonds will be weather dependent - we hoping to have them ready and accessible by the end of April each year.

Administration recommends reviewing these terms with all affected users. They will be circulated prior to the February meeting, and at the February meeting in 2026.

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	September 3, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.6 Bashaw Business Navigation Supports project – Next Steps

Background/Proposal:

See Bashaw Business Navigation Support Project report.

Discussion/Options/Benefits/Disadvantages:

There are funds remaining at the end of this project.

Options for the remaining funds:

1. Make no changes and return the excess funds to the Provincial Government
2. Extend the timelines of the project and conduct additional business visits. This would entail extending the business/advising and coaching, maintaining the website, resource sharing and communication. A few additional workshops could be hosted if new topics arise from the survey currently taking place. These options would remain available until the additional funds are gone.
3. Option 3 – Extend the timeline of the project and use the funds to create a Strategic Marketing plan and align the branding for the Town for \$ 5,000. The Strategic Marketing would be the first step in addressing the beautification recommendations suggested in options going forward as well as Strategies #1 & 2 mentioned in the report. It would also help the town develop branding standard for future projects and initiatives.
4. Option 4 – Create a community profile for \$4,850 to \$ 7, 350. The Community Profile would be the first step in many of the project ideas listed within the report and would align with future Investment attraction initiatives that Lacombe and Camrose County could pursue.
5. Option 5 – Advise on a combination of any of the options above or additional ideas.

Costs/Source of Funding (if applicable)

Small Communities Opportunities funding

Applicable Legislation:

MGA – Operating and Capital Budgets – 242- 246, 248.1.

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Approved: yes /no Motion # _____
Account Code: _____

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to approve Option 3 subject to grant advisors' approval. This option extends the timeline of the project and use the funds to create a Strategic Marketing plan and align the branding for the Town for \$ 5,000. The Strategic Marketing would be the first step in addressing the beautification recommendations suggested in options going forward as well as Strategies #1 & 2 mentioned in the report. It would also help the town develop branding standard for future projects and initiatives.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

Bashaw Business Navigation Supports Project

Economic Development Strategies – September 2024 & July 2025



Executive Summary

This project was initiated in May 2024 to strengthen economic development in the Town of Bashaw by assessing community needs, delivering targeted supports, and equipping local leaders with the knowledge and tools to foster long-term growth. To date, this project involved three phases:

- * The first phase was to evaluate the business community needs,
- * The second was to deliver on those needs, through workshops, business advising/ coaching, and sharing of resources available.
- * The third phase was to host Economic Development training for the board and members of the Town of Bashaw, Community Resource Centre and the Chamber of Commerce board.

Through the duration of the project, the scope grew to include:

- * the development of a website (Bashaw.info),
- * establishing connections with about 40 external partners,
- * completing an end of project survey and
- * developing a final strategic report with recommendations for all of those involved.

This report is broken into 3 sections. The first section was developed after the initial research was completed in the summer of 2024. The second section focusses on the ideas and recommendations that came out of the Rural Regional Economic Development Day hosted on June 9 and the third section is the Appendix. The Appendix provides more detailed background, such as the SWOT details, additional ideas developed on June 9 that did not make the top 8 and ideas and preliminary research on a few ideas, that might help move Economic Development forward for the community.

This report was designed to highlight the recommendations and next steps for Economic Development in the community, with the next steps having Council share their input to determine if the project should be extended past the September 30th deadline and to determine how the estimated surplus of \$10,000 to \$12,000 in the project should be used.

A final project evaluation survey has been scheduled for August 25 to September 12, and a final section could be added to this report, which would highlight any additional recommendations. The final project evaluation survey will also be used to complete the grant reports required by the government of Alberta.

Highlights of Recommendations

Each recommendation below has been ranked and categorized using the pillars for Economic Development, which include:

- * Business Retention and Attraction
- * Investment Attraction
- * Infrastructure Development
- * Workforce Development
- * Entrepreneurship & Innovation
- * Community Development

To move Economic Development forward in Bashaw following three items in need attention.

Community Development and Entrepreneurship & Innovation

1. Continue to maintain partnerships and work with Economic initiatives taking place in the region, including working with Lacombe County, Camrose County Economic Development and Community Futures East Parkland. Through the project, the relationships and contact have been established so they should be easier to maintain. There are opportunities for businesses to get support with online training, funding and other items when these relationships are maintained.
2. A long-term solution needs to be identified for the Bashaw Chamber of Commerce. The Chamber either needs to be strengthened locally, or it needs to be amalgamated with one of the surrounding areas' Chambers, such as Camrose, Stettler Board of Trade or another that makes the best alignment for businesses. In Alberta, several of the smaller Chambers are evaluating the best way to serve their business community and exploring the same options.

Business Retention and Attraction

3. There was a real challenge in the project trying to gather contact information and list on the local businesses, including home based businesses. The Town has a list, and the Bashaw Resource Centre and Chamber of Commerce all have different lists, and these lists are updated regularly and not shared. A solution should be found to create a **centralized list** to ensure everyone in the community receives information and is aware of opportunities.

The project created a central listed list, but there are lists of people everywhere and they are not consistent. Finding an opportunity or way to have businesses join a list, is a great way to promote to in the future. For the project, all the names went into the CMS system on the Bashaw.info website. This is one of the most significant hurdles to gathering business input as well as communicating, promoting, and messaging business owners about upcoming opportunities.

Additional Options to Enhance Economic Development

In addition to the above decisions, there are five additional options for Council to choose from that could drive the next steps, utilize the remaining funds and determine the future direction for Economic Development for Bashaw and area post-project. These options include:

Option 1 – Make no changes and return the excess funds to the Provincial Government.

Enhance Business Retention and Attraction

Option 2 – Extend the timelines of the project and conduct additional business visits. This would entail extending the business/advising and coaching, maintaining the website, resource sharing and communication. A few additional workshops could be hosted if new topics arise from the survey taking place August 25 to September 12. These options would remain available until the additional funds are gone.

Enhance Business Retention and Attraction, Infrastructure Development, Workforce Development and Community Development

Option 3 – Extend the timelines of the project and use the funds to create a Strategic Marketing plan and align the branding for the Town for \$5,000. The Strategic Marketing would be the first step in addressing the beautification recommendations suggested in options going forward as well as Strategies #1 & 2 mentioned below. It would also help the town develop branding standards for future projects and initiatives.

Options 4 - Create a Community Profile for \$4,850 to \$7,350. The Community Profile would be the first step in many of the project ideas listed below and would align with future Investment Attraction initiatives that Lacombe and Camrose County could pursue.

Option 5 – Advise on a combination of any of the options above or additional ideas.

Once Council has decided on the option(s), the project team will then finish the project evaluation survey and finalize this report and initiate any recommended next steps.

Phase I - Project Overview

The Bashaw Business Navigation Supports Project was created through a partnership between the Town of Bashaw, the Bashaw Community Resource Centre, and the Bashaw Chamber of Commerce. It was funded by a grant from the Government of Alberta's *Small Community Opportunities Program*. The grant was awarded in May 2024, and the project is projected to be completed by the end of September 2025.

As part of the **needs assessment** conducted with local businesses from May to August 2024, ideas emerged for **economic development strategies** for the Town of Bashaw and surrounding communities. Feedback was gathered from Bashaw entrepreneurs and from current and former members of the three project partners through 31 surveys and 11 interviews.

This is a summary of the challenges expressed, economic development ideas proposed, and questions to prompt further discussion. This information will inform the third phase of the project, which is focused on **economic development training** for project partners to enhance and sustain the support they provide for Bashaw businesses.



Strategy #1: Increase Visibility of Businesses

Challenges: Some entrepreneurs felt the Town could do more to promote and increase visibility of local businesses, both physically and online. There is not much visually that draws customers into town, so people might not know what is available and take their business elsewhere. One owner investigated signposting to their business from the highway, but the cost was too high to pay for it on their own.

Current Assets: There are existing assets, such as the Town website and bulletin boards, where advertising materials can be posted for free.

Opportunities for Discussion:

- * **Online Ads:** Allow owners to include a small explanation of their business on the Town website.
- * **Signage:** Create a business wall on the highway or on a street in town with a 4x8 sign advertising businesses in Bashaw, like a business directory that attracts people to come into town.
- **Bulletin Boards:** Have a central place where information is posted about businesses, including town events like sporting events and fundraisers. Clarify what can be posted on various bulletin boards around town. Define project partner roles e.g., who oversees the job board?



Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
Increase the Visibility of the Businesses	Business Retention and Expansion			
	n/a	M	M	H

Strategy #2: Attract People to the Town Centre

Challenges: Entrepreneurs felt that the town centre could be more attractive, which would increase foot traffic for potential new customers and even increase visibility among locals. Some felt the downtown area needs revitalization to make it a destination where people want to go to spend time. This includes improving the visual appeal of storefronts, enjoyment of outdoor spaces through greenery and patios, condition of roadways, and availability of parking spaces. One owner felt that businesses could contribute by staying open longer so customers can rely on them being available and not go elsewhere.

“The Main Street is dying, and it looks terrible. It needs revitalization. Take a run through here and then go through Turner Valley – it’s very obviously different. There’s lots of small towns that are pretty and look nice, and this one is dating itself.”

“We’re not open enough, especially in summer. A lot of businesses are only open 5 days a week. If everybody knows Bashaw is closed for business on Monday, they go elsewhere. Monday is a big day when people get supplies. We’re losing that money coming into town.”



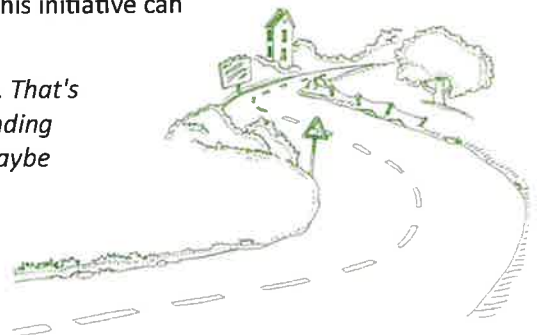
Current Assets: Bashaw is very central and has potential to attract more people. Several businesses have already invested in some “curb appeal” for their storefronts.

“We’re 40 minutes from everywhere.”

Opportunities for Discussion:

- * **Beautification Project:** Organize or support a downtown beautification project, including grant applications, to help make it more of a destination of choice. Leaders and partners would need to be identified, and their roles defined. Preliminary research for this initiative can be found in Appendix.

“We looked for grants for renovation to the front of the building. That’s what this town needs – a fresh breath of air. There should be funding available that we don’t have to pay back, a sharing program. Maybe 70% or 50% is covered. There will be zero incentive if you just offer businesses a loan. What’s the point? We’re barely making it right now so why would we spend extra money? There must be buy-in somewhere else.”



Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
Attract people to the Town Centre	Business Retention and Expansion			
	n/a	L	M	H

Strategy #3: Attract People through Community Events

Challenges: Businesses both within and outside of the town centre are seeking more ways to attract customers so they can market their products and services. Businesses were struggling to broaden their reach to local and regional residents, as well as tourists.

“A lot of people come through Bashaw. How many people stop in Bashaw and know what's here, is another question. How do you pull people off the highway and get them in?”

Current Assets: Post-covid, more than ever before, people value opportunities to get out of the house. The town is centrally located on two major highways and in the middle of centres with major services. There are opportunities to capitalize on people already being drawn to the region's lakes, golf courses, and Bashaw's specialty stores (meat and guns). Community events have been successful and have drawn crowds (e.g., Lemonade Day, and Bashaw Hometown Days).

“Come here on a Thursday in the summer, and you see the population grow instantly. On a Saturday morning in the summer, the town is busy.”

“Small towns like Bashaw are really at a good time to be able to develop, to make it exciting for people to come in. We really want to do more marketing online that this is a cool place to shop, walk, come do whatever you got to do but come to Bashaw, we're open for business.”

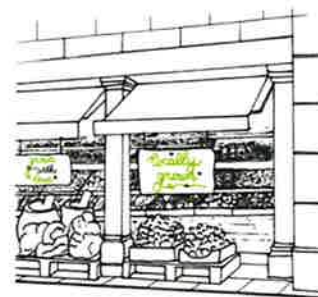
Opportunities for Discussion:

- * **Bashaw Weekly Farmers' Market:** Draw people into town by organizing or supporting a weekly farmers' market in Bashaw that features local agricultural and retail products, as well as local artists. The Town could partner with others like the Agricultural Society and local businesses to co-organize the events including funding applications, logistics, and marketing. Businesses need to be engaged in the process to see (and perhaps create/initiate) how the event can help them draw in customers.

“My idea is to have a Green Space Market with patios and a band. Bashaw would be a prime location for something like that. Farmers bring their fresh grown vegetables, there's a pizzeria, there's an outdoor lounge... just a real cool atmosphere. It would bring people from all over. The trend is for fresh food and to support locally grown produce and meat. It would be every Saturday or Sunday on Main Street.”

- * **Regional Events/Initiatives:** Partner with neighbouring towns (Alix, Mirror) and/or counties (Camrose, Lacombe) on broader economic development initiatives. Roles would need to be defined, including who works on grant applications, event planning, and marketing. An example initiative would be a farm and studio tour that features local businesses and provides an activity for both locals and tourists.

“We should look into grants to assist economic development as a whole. I might not qualify for a tax incentive, but if we work together and focus on marketing, there's opportunities for us to bring in more revenue. A larger economic development plan, some guidance, is going to benefit more of our businesses than just a tax incentive for new businesses.”



Recommendation	Ranking on June	Complexity* of Implementations	Cost* of Implementation	Impact on Economic Development Success
	9	(LMH)	(LMH)	(LMH)

Business Retention and Expansion			
Attract people Through Community Events	n/a	M	M

Strategy #4: Strengthen Partnerships & Networks

Challenges: Several people talked about wanting to work together more as a town. There is a general sense that people focus more on their individual businesses than at the community level, that community groups are not talking enough with one another, and it is difficult to get people engaged.

“The town needs to come together a little bit better, not just working about their own businesses. When businesses work together, the common denominator is still about making money and bringing people into town.”



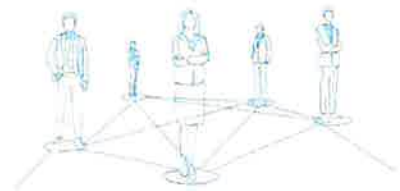
“I’ve noticed a difference compared to when Bashaw’s main people who run the town also lived in the town. I don’t think they’re quite as aware, not as connected to the community as they used to be.”

Current Assets: There are several local organizations that would make good partners in economic development. This includes the Recreation Board, the Agricultural Society, school, neighbouring towns and counties, and regional organizations (e.g., Community Futures East Parkland).

“The Recreation Board was looking at initiatives together with the Town for doing things like marketing and advertising. The Rec Board can access funds differently and get grants where the Town can’t. The Ag Society is like the Rec Board in the sense that they have a different focus than the Town does, and they have access to different things. They’ve been very active in getting their own facilities and participating in partnerships. They’re really open to collaboration.”

Opportunities for Discussion:

- * **Partnerships:** Partnerships will create more community connection. Work with potential partners to strategize, generate ideas, organize events, work on marketing and advertising, and apply for funding. What are the roles and responsibilities of each of the three project partners in working together/coordinating to support businesses?



Recommendation	Ranking on June 9	Complexity* of Implementations	Cost* of Implementation	Impact on Economic Development Success
		(LMH)	(LMH)	(LMH)
Community Development				
Strengthen Partnerships & Networks	n/a	M	L	H

Strategy #5: Strengthen Connections with the Chamber

Challenges & Opportunities: The supports available through the Chamber are not well known, and Chamber executives expressed difficulties communicating the supports they offer to business owners.

“When somebody says, why should I join the Chamber? I don't think we have a top two, three, five reasons as to why they should join and what the Chamber can do for them. They don't think of a place they would turn to if their business needs support. I think there's a missed opportunity there. It's that networking piece and bringing some of our members together.”

“Education is needed about what supports are available. There are so many new businesses right now and they don't understand what the Chamber could do for them. Businesses can get benefits for themselves and for their staff. We've got somebody that will guide you through it. Nobody's taken us up on that offer.”



Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
Strengthen Connections with the Chamber	Community Development			
	n/a	M	L	M

Rural Regional Economic Development Session – June 9, 2025

Part of the scope of the project was to offer Economic Development Training for the Town of Bashaw administrative staff, Bashaw Community Resource staff and Chamber of Commerce staff and members with the goal of providing sustainable resources to the local business community. As the project progressed, relationships were developed with Economic Development staff from the surrounding area including, Community Futures East Parkland, Camrose County, Lacombe County, CAOs' from many of the small villages/towns in the area and the Government of Alberta. Twenty individuals from these organizations gathered to spend a day together to learn about Economic Development, hear about best practices from others Economic Development organizations and create a strategic plan for working together to support businesses going forward. The information below highlights the recommendations and ideas from the meeting that was held on June 9th.

The training focussed on the key areas of Economic Development and provided examples of how this was implemented in other communities.

Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
Business Retention & Expansion				
Opportunity to redirect international sales to National/local Markets. Time/desire to change our supply chains. <ul style="list-style-type: none"> Fall 2025 - Inventory & survey businesses with goods, define the services are looking for and research how the changes in legislation are impacting them. Inventory & survey businesses. Jan to March 2026 - complete a Gap Analysis and source the local needs then April to June - do a Round Table match making in the area. 	#1	H	H	M
Develop an industrial area that borders on each other to help collaborate.	#6	H	H	M
Investment Attraction				
Work with CAEP, Lacombe County and Camrose County to create a Community Profile using Economic Development best practises.	n/a	L	L	H
Infrastructure Development				

Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
If you want young families, you need Broadband/ Grants/ Partnerships and funding to build the infrastructure.	#2	H	H	H
Build a house building plant RTM or manufactured home. Lots of land, but lack of housing, do predevelopment.	#5	H	H	H
Create a tiny home sub-division and go after grants to support this. (supports labour force for local business)	#7	L	L	H
Connect to post-secondary institutions to become a "Practicum location" would need housing/Dorm Infrastructure, which creates a "younger" community.	#7	H	H	H
Develop temporary housing and create housing co-operatives and multi-family supports. This could help the youth exodus and deal with the issue of expensive housing	#8	H	H	H
Workforce Development				
Created by youth a video library of why I live here.	#4	L	M	H
Entrepreneurship & Innovation				
Catalyst Incubator – This program is available through the CARIN network and focusses to help Entrepreneurs Develop their business idea.	n/a	L	L	H
Community Futures East Parkland – this partnership could be used to assist with project funding, online training and support for businesses needing loans and training.	n/a	L	L	H
Community Development				
Develop a Feasibility and Business Plan, then a marketing plan to	#3	M	M	M

Recommendation	Ranking on June 9	Complexity* of Implementations (LMH)	Cost* of Implementation (LMH)	Impact on Economic Development Success (LMH)
promote living in rural to highlight quality of life to attract young families.				

* Costs, complexity and impact have not been assessed at the time of this report

Appendix

Provincial Beautification Programs:

Local Government Fiscal Framework (LGFF): This is the current primary funding mechanism from the Province of Alberta to local governments, which replaced the Municipal Sustainability Initiative (MSI) in 2024-25. While MSI funds allocated prior to 2024 are still being expended and reported on, LGFF provides ongoing capital infrastructure and operating grant support to municipalities.

How it applies to beautification: Municipalities receive LGFF funds and then prioritize their local projects. Downtown beautification projects that involve public infrastructure (e.g., streetscaping, public art in public spaces, park upgrades, improved pedestrian areas, lighting, benches, planters, etc.) are generally eligible under this broad framework. Municipalities have the flexibility to allocate these funds to their local priorities, which often include downtown revitalization.

Action for Municipalities: You would integrate your beautification project into your municipality's capital budget and apply for LGFF funding through the appropriate provincial channels.

Community Facility Enhancement Program (CFEP): While primarily designed for non-profit organizations, municipalities can sometimes benefit indirectly.

How it applies to beautification: If a beautification project involves a public-use community facility that is managed or co-managed by a non-profit organization within the municipality (e.g., a community hall, a publicly accessible park, a cultural facility), that non-profit could apply for CFEP funding. The municipality would often be a partner in such a project. However, it's important to note that municipalities themselves are generally ineligible direct applicants for CFEP. The focus is on non-profits.

Alberta Community Partnership (ACP): This program helps municipalities by providing support for regional collaboration and capacity-building initiatives.

How it applies to beautification: While not a direct beautification grant, if a downtown beautification project is part of a larger regional economic development or community planning initiative involving multiple municipalities or inter-municipal collaboration, ACP funding could potentially support the planning or collaborative aspects of such a project.

Beautification Project Examples

- <https://stalbert.ca/cosa/admin/grants/beautification/>
- <https://www.rmwb.ca/en/permits-and-development/downtown-revitalization-incentives-program.aspx#How-is-the-funding-provided>

- <https://www.olds.ca/planning-development/storefront-grant>

SWOT Analysis Data

<p>Strengths</p> <ul style="list-style-type: none"> • More politically stable than international competitors • Strength of educational institutions and expertise and knowledge – new Augustana University, K-12, rural schools • Easy access to green fields • Rural generally more affordable • Cheap land • Expedited development timelines • Outdoor recreation opportunities • Natural capital • Strong, inspirational business leaders • Very collaborative, symbolic relationship, can still pick up a phone to share or get help • Strong symbolic relationship between community and ag community • Strong sense of identity, ex. Ag societies, Chambers, etc. • Community spirit and get it done attitude • Cost of living • Foundation of long-term businesses • Good/Safe rural quality of life quality of life • Strength of being a prosperous region • Good age range of different generations • Stable business environment • Paved road connections Proximity to QEII, Ed, Calgary, Rail, Regional location, highway access, airports, Great transportational logistics corridors 	<p>Weaknesses</p> <ul style="list-style-type: none"> • No universal availability of broadband, Internet • Aging infrastructure • Weakness of reliance on oil and gas, lack of diversity • Lack of public transit • Can't get to doctors • Lack of visibility to political parties • Remote • Lack of water • Small catchment area – for retail etc. • Lack of some leisure activities, splash park for example • Can be isolated for some businesses • Gaps in information in business community to municipality • No business license – hard to know what we have • Lack of affordable housing, or housing at all, Lack of multi-family and senior housing, lack of housing and types - rental, affordable, attainable • Dilapidated main street not used for business • Uncertainty – political, economy, business investment • No name recognition • Low pop density – labour force • Available land to expand
<p>Opportunities</p> <ul style="list-style-type: none"> • No Business license, less red tape • Central AB designated to be area for largest growth in province • To expand/produce locally (Alberta Advantage) • Lakes, natural infrastructure, for recreation • Rural tourism • Innovative Agriculture • Value added Agriculture • Repurpose underutilize spaces • Use the youth to help with video/content creation • More expansive development – more land 	<p>Threats</p> <ul style="list-style-type: none"> • Youth out migration • Threat of lack of skills/labour • Aging people moving in, not young families, retiring here • Unstable funding • Uncertain political landscape, could mean budget impacts • Change in political priorities at provincial and federal level • Political climate is less stable now • Fear of change resistance • Freeman of land and general loss of respect for government and regulations

<ul style="list-style-type: none"> • Opportunity to capitalize on stable and safe environment and government • Areas to develop around • Opportunity to enhance international trade • Large manufacturing – low water, large land needs • Highway 21 possible Economic Development Corridor • Marketing – tell your stories and share wide • Opportunity for dam/reservoir on Red Deer River – align Hwy 21 and tourism experiences, etc. • Zombie apocalypse – market that rural AB is the best place to be if/when Zombie apocalypse happens • Opportunity for collaboration between business and gov, etc. Team Central AB – Shared identity & goals • Partner with neighboring municipalities • UAV & other businesses than need open space • U of A farm Camrose County • RDP applied film and arts program looking for locations, inventory your historical assets and promote as tourism & to RDP film program. Have business use photos to promote in their social 	<ul style="list-style-type: none"> • Lack of shovel ready land • Other jurisdictions competing for businesses • Cost to do business • Incentives are a race to the bottom – they take advantage and move on • Inflation and building cost • Lack of quality housing • Amalgamation • Municipal staff and council turnover – no skill or continuity • Low income • Online competition • Lack of \$ for resources, get left behind
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Other ideas not in the Top Eight Recommendations

- Take advantage of LUCK and make our own luck.
- Is there a possibility to bring a hotel or accommodation into the area? There is nothing around...
- Build a new place with an attraction and accommodation.
- Create a social media strategy to have the local businesses, including Buffalo Lake – have the businesses promote them in their social media. Take an inventory of assets – structures, churches, schools, brick and historic.
- Do businesses need this (needs analysis) and confirm the data.
- Explore laws for tiny homes, build them here, inventory the land and infrastructures to support this. Draw on local knowledge to build this.
- Create a youth incentive to take over businesses.
- Create an incubator to teach and for businesses to mentor.
- Create a stable business environment that is cheap, fast, close to market, but away from political instability in other regions.
- Bashaw Theatre in Daysland and Bailey – theatre, movie release and create a month-long event. Connect with Brock, Music and create a family reunion area and promotion. Promote the lakes in the area and how to take advantage of them.
- If we cannot be a business community do we re-focus on being a business community?
- Attract businesses with needing large land parcels, but not a large work force, cheap land fast approvals and proximity to the market.
- Collaborate with neighbouring municipalities and complete a survey for what can be done with the land.

- Regional Tourism initiative to help planning a trip through the region with planned stops and make it easy for tourists. Small locations, not overcrowded like some area easier to breath and enjoy. Create self-guided artisan shop tours.
- Opportunity for your retirees – move here from the city – they have disposable income and will to do part-time jobs and or volunteer work.