



**REGULAR MEETING OF COUNCIL  
A G E N D A  
Wednesday, April 2, 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 March 19, 2025, Regular Meeting of Council
  - 5.2 Public Hearing Minutes – Bylaw #830-2025 – redistricting
  - 5.3 Public Hearing Minutes – Bylaw #832-2025 - Industrial to Highway Commercial
6. CONSENT AGENDA
  - 6.1 Council Committee Report
  - 6.2 CAO Report
  - 6.3 Public Works Foreman Report
  - 6.4 Alberta Municipal Affairs – Mediation & Cooperative Processes – Alberta Community Partnership Grant
  - 6.5 Alberta Municipal Affairs – Education Property Tax update & brochure
  - 6.6 Mirror Day Parade Invitation – May 17, 2025
  - 6.7 Provincial Priorities Act & Municipal Section Update – upcoming submission requirements
  - 6.8 Municipal Affairs Newsletter
  - 6.9 Village of Clive – Parade Invitation – June 14, 2025
7. NEW & UNFINISHED BUSINESS
  - 7.1 Public Works Truck purchase
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
  - 10.1 Legal – Direct Control Proposal – FOIP Section 24
  - 10.2 Personnel – Respect in the Workplace – FOIP Section 17
11. NOTICES OF MOTION
12. NEXT MEETING: Regular Meeting of Council – April 16, 2025, 6:00 pm
13. ADJOURNMENT



**REGULAR MEETING OF COUNCIL  
MINUTES  
March 19, 2025, 7:00 pm  
Council Chambers & Zoom Access**

**In Person:** CAO Fuller (6:51pm), Councillor McIntosh (6:51pm), Mayor McDonald (6:51pm), Deputy Mayor Orom (6:51pm),

**Council by Zoom:** Councillor Gust (6:55 pm), Liz Armitage (6:55 pm)

**Absent with notice:** Secretary Morrison, Councillor Northey

**Recording Secretary:** CAO Fuller

**Public:** Julie Wiebe, Rick Blanchard, Cory Barritt, Rosmarie Barritt, Carrie Collins-Thomas

**Public Zoom:** none

**Press by zoom:** none

1. CALL TO ORDER by Mayor McDonald (7:00 pm)
2. ADOPTION OF AGENDA

CAO Fuller requested to add Personnel, Respect in the Workplace, FOIP Section 17, to the Closed Meeting of Council section of the agenda.

**MOVED** by Deputy Mayor Orom to approve the March 19, 2025, Regular Meeting of Council Agenda with the addition of Personnel, Respect in the Workplace, FOIP section 17 to the Closed meeting of Council section of the agenda.

**MOTION #047-2025**

**CARRIED**

3. PUBLIC HEARINGS
  - 3.1 Land Use Bylaw Amendment – Bylaw #830 – 2025 – Redistricting
  - 3.2 Land Use Bylaw Amendment – Bylaw #832 – 2025 – Industrial to Highway Commercial

Regular Meeting of Council resumed at 7:29pm.

4. DELEGATIONS - none
5. APPROVAL OF MINUTES
  - 5.1 Minutes of March 5, 2025, Regular Meeting of Council.

**MOVED** by Councillor McIntosh to approve minutes of the March 5, 2025, Regular Meeting of Council.

**MOTION #048-2025**

**CARRIED**

6. CONSENT AGENDA
  - 6.1 Canadian Fiber Optics & Northern Lights – Request for Information
  - 6.2 Municipal Affairs – Local Government Fiscal Framework
  - 6.3 Town of Bashaw Monthly Statement – February 28, 2025
  - 6.4 February Cheque Run
  - 6.5 Bashaw Agriculture Society – Sponsorship for Buffalo lake Stampede
  - 6.6 Fortis Alberta – Alberta Municipalities EV Charging Program Funding

Council requested to move Canadian Fiber Optics & Northern lights – request for information to New & Unfinished business item 7.4.

7. NEW & UNFINISHED BUSINESS

7.1 Land Use Bylaw Amendment – Bylaw #830 – 2025 – Redistricting – Second & Third Reading

**MOVED** by Councillor Gust to approve the second reading of Land Use Bylaw Amendment – Bylaw #830 – 2025.  
**MOTION #049-2025** DEFEATED

Liz Armitage left the meeting at 7:50 pm.

7.2 Land Use Bylaw Amendment – Bylaw #832 – 2025 – Industrial to Highway Commercial – Second & Third reading.

**MOVED** by Deputy Mayor Orom to approve second reading of Bylaw 832 – 2025 amending Land Use Bylaw 780-2018 to change the land use of Lot 1, Block 1, Plan 822 2530 from (M) Industrial to (C 2) Highway Commercial.  
**MOTION #050-2025** CARRIED

**MOVED** by Mayor McDonald to approve third and final reading of Bylaw 832-2025 amending Land use Bylaw 780-2018 to change the land use of Lot 1, Block 1, Plan 822 2530 from (M) Industrial to (C2) Highway Commercial.  
**MOTION #051-2025** CARRIED

Julie Wiebe, Rick Blanchard, Cory Barritt, Rosmarie Barritt, Carrie Collins-Thomas left the meeting at 8:15pm.

7.3 Notice of Motion – Buy Canadian Policy – Councillor McIntosh

**MOVED** by Councillor McIntosh that:

**WHEREAS** the purpose of the municipality pursuant to section 3(a) of the *Municipal Government Act* is to provide good government;

**AND WHEREAS** as of March 4<sup>th</sup>, 2025, the United States government, under the direction of President Donald Trump, has imposed damaging tariffs on Canada;

**AND WHEREAS** those tariffs will have an impact on our local, regional, and national economies;

**NOW THEREFORE, BE IT RESOLVED** that Council direct administration to review the purchasing of the corporate body to identify the country of origin of goods used by The Town of Bashaw, publishing a list of all items originating in the United States prominently on the Town website;

**FURTHER, BE IT RESOLVED** that Council direct administration to prioritize Canadian products and services when purchasing; allowing for global alternatives where Canadian options are not practicable; products originating in the United States should be chosen as an option of ‘last resort’;

**FURTHER, BE IT RESOLVED** that Council direct administration to create engagement opportunities for local community members to report alternative Canadian products where Council/administration is unaware they exist;

**AND FURTHER, BE IT RESOLVED** that Council direct its agencies, boards, and commissions, through their respective processes, to prioritize Canadian products and services when purchasing; allowing for global alternatives where Canadian options are not practicable; products originating in the United States should be chosen as an option of ‘last resort’.

Councillor McIntosh requested a recorded vote.

In Favor: Councillor McIntosh, Deputy Mayor Orom

Opposed: Councillor Gust, Mayor McDonald

**MOTION #052-2025**

**DEFEATED**

7.4 Canadian Fiber Optics & Northern Lights – Request for Information

**MOVED** by Deputy Mayor Orom to direct administration to complete and submit the Request for information to Canadian Fiber Optics & Northern Lights.

**MOTION #053-2025**

**CARRIED**

8. COMMITTEE REPORTS – none

9. CORRESPONDENCE ITEMS – none

**MOVED** by Councillor McIntosh to move into Closed Meeting of Council at 8:30 pm to discuss 10.1 Personnel – Respect in the Workplace – FOIP Section 17.

**MOTION #054-2025**

**CARRIED**

10. CLOSED MEETING OF COUNCIL

10.1 Personnel – Respect in the Workplace – FOIP Section 17

**MOVED** by Councillor McIntosh to come out of Closed meeting of council at 9:30 pm.

**MOTION #055-2025**

**CARRIED**

11. NOTICES OF MOTION - none

12. NEXT MEETING – Regular Meeting of Council – April 2 & 16, 2025, 6:00pm.

13. ADJOURNMENT – Councillor Gust adjourned the meeting at 9:40pm.

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MAYOR, Robert McDonald

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CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller



## **TOWN OF BASHAW**

### **PUBLIC HEARING MINUTES**

#### **Land Use Bylaw Amendment - Bylaw 830 – 2025**

#### **Redistricting**

**Wednesday, March 19, 2025**

**1. Open Hearing**

Mayor McDonald opened the hearing at 7:00 pm.

**2. Record of those Present**

Council members present: Mayor McDonald, Deputy Mayor Orom, Councillor Gust (Zoom), Councillor McIntosh, Liz Armitage (Vicinia Planning & Engagement)

Public: Julie Wiebe, Rick Blanchard, Cory Barritt, Rosmarie Barritt, and Carrie Collins-Thomas

**3. Staff Report**

CAO Fuller presented the report to Council.

**4. Present Written Submissions**

There was one written submission from property owner: Mr. James Carpenter. The submission was read during the hearing.

**5. Ask for Verbal Submissions**

There were no verbal submissions.

**6. Opportunity of Council to Ask Questions**

Council had questions and discussion transpired.

**7. Close Hearing**

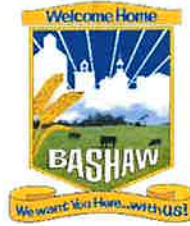
Mayor McDonald closed the hearing at 7:19 pm.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER



**TOWN OF BASHAW**

**PUBLIC HEARING MINUTES**

**Land Use Bylaw Amendment - Bylaw 832 – 2025**

**Change District from Industrial to Highway Commercial**

**Wednesday, March 19, 2025**

1. Open Hearing

Mayor McDonald opened the hearing at 7:19 pm.

2. Record of those Present

Council members present: Mayor McDonald, Deputy Mayor Orom, Councillor Gust (Zoom), Councillor McIntosh, Liz Armitage (Vicinia Planning & Engagement)

Public: Julie Wiebe, Rick Blanchard, Cory Barritt, Rosmarie Barritt, and Carrie Collins-Thomas

3. Staff Report

CAO Fuller presented the report to Council.

4. Present Written Submissions

There were zero written submissions.

5. Ask for Verbal Submissions

Several of the attendees shared their comments regarding the changes.

6. Opportunity of Council to Ask Questions

Council had questions and discussion transpired.

7. Close Hearing

Mayor McDonald closed the hearing at 7:28 pm.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER

## **Council Committee Reports – April 2, 2025**

### **Mayor Rob McDonald:**

Report to be included in the April 16, 2025, regular meeting of Council.

### **Deputy Mayor Cindy Orom:**

March 28, 2025 – Camrose & Area Lodge Authority – review of 2024 financial audit.

### **Councillor Jackie Northey:**

Report to be included in the April 16, 2025, regular meeting of Council.

### **Councillor Bryan Gust:**

No meetings to report.

### **Councillor McIntosh:**

Report to be included in the April 16, 2025, regular meeting of Council.



**CHIEF ADMINISTRATOR'S REPORT  
Submitted for April 2, 2025, Regular Meeting of Council**

1. Meetings, training

- March 4, 2025 – Coaching on Branding
- March 7, 2025 – Meeting with new financial software company
- March 7, 2025 – Meeting with Lawyer
- March 11, 2025 – Budget meeting
- March 11, 2025 – Human resources meeting
- March 12, 2025 – Pre-mediation meeting
- March 17, 18, 2025 – CAO Vacation
- March 19, 2025 – Battle River School Division Trustees
- March 20, 2025 – Business Navigation supports project meeting
- March 26, 2025 – Meeting with recreation volunteers
- March 27, 2025 – Budget meeting – Public works
- March 27, 2025 – Communication Course – Unstoppable conversations
- March 27, 2025 – Meeting with property owner – taxation
- March 27, 2025 – Personnel meeting

2. Ongoing follow up of Council assigned tasks. Coordination of Mediation meetings with appointed council members.
3. Audit follow up
4. Following up on various inquiries. Process development application. Preparation for the public hearings, advertisement creation, and circulation to affected property owners as per legislation.
5. Pre-reading preparation for leadership course. I have received notice that the course is postponed until September.
6. Tax recovery process and communications. Tax notifications registered on titles.
7. Co-ordinating ICS 300 Course for staff – April 8, 9, and 10, 2025

8. Co-ordinating Director of Emergency Management training for April 23, 2025.
9. Obtaining SIM cards for public works to be installed at Lift stations 1, 2 and 3. Water Treatment plant to be completed within the next two weeks.
10. Front desk staff – out of the office for just over a week.

**Town of Bashaw**  
**Public Works Project Duties list - April 2, 2025**

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		01-Jan-25		Ongoing, as budget allows.	
Hydrant Repairs		X		01-Jun-25		Once repairs are needed/noted.	
						On approval of Council, for the needed equipment, we are putting together a comprehensive program to locate and replace defective valves in the 2026 budget. The locating will be done internally to help establish a capital budget for replacement.	
Shut off Valve checks and replacement program	X			01-Jul-25	1 Month	Repair C.C.'s as needed and note any in disrepair in between times.	
CC Valve Replacement		X		01-Jan-25		We are repairing these as they become rough. Pavement to be replaced in 2026.	
Water leak site cleanups	X			01-Mar-25	1.4 years		
<b>Recreation/Arena</b>							
Gutter Repairs		X		01-Jan-25		Ongoing throughout the year.	
Arena floors and Maintenance		X		Apr-25	1 week	Arena staff member to clean and tidy up arena now that the season is finished	
Zamboni Door		X		Apr-25	1 Week	April 7 through 14	
Spring Clean up	X	X				Ongoing throughout out the year.	
Garbage cleanup		X					
<b>Community Center</b>							
Refuse stand to be rebuilt		X		Apr-25	1 day	Rain day project	
<b>Parks, trees, Cemetery</b>							
Trail cleanup	X			Apr-25	1 week	Once the snow is gone, we will be cleaning these areas.	
Pest control	X			Apr-25	on going	Ongoing	
<b>Cemetery</b>							
Pest control	X			Apr-25	As needed	Once the snow is gone, we will be cleaning the cemetery	
Clean up	X			Apr-25	2 days		
<b>Streets</b>							
Street Cleaning	X			May, 2025	1 week	Public Works is working on scheduling a contractor to come in may and complete our sweeping.	
Weed Control		X		May - June	as needed	Public Works has purchased the equipment and materials to do pothole repairs internally.	
Road repairs	X			Apr-25	On-going until Nov, 25	Date to be booked in May	
Community cleanup		X				Ongoing	
Garbage cleanup	X					Planters delivered to the greenhouse.	
Flowers On main St		X		01-Apr-25	1 hour		
Main St Line Painting							





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR118132

March 12, 2025

Reeve Cindy Rose Trautman  
Camrose County  
3755 43 Avenue  
Camrose AB T4V 3S8

Dear Reeve Trautman:

Thank you for your grant application under the Mediation and Cooperative Processes (MCP) component of the 2024/25 Alberta Community Partnership program.

I am pleased to advise that Camrose County has been approved for a matching grant of \$15,000 under the Collaborative Governance stream of the MCP component to support the development of local social services and Highway Motor Vehicle Collision agreements with the Town of Bashaw. Grant approval is conditional upon the municipality contributing 50 per cent towards the project cost, with the province providing the remaining 50 per cent.

The conditional grant agreement will be mailed to your chief administrative officer to obtain the appropriate signatures.

I appreciate your efforts toward this important collaborative initiative and wish you every success as we work together to strengthen communities in Alberta.

Sincerely,

Ric McIver  
Minister

cc: Honourable Nate Horner, MLA, Drumheller-Stettler  
Honourable Rick Wilson, MLA, Maskwacis-Wetaskiwin  
Jennifer Johnson, MLA, Lacombe-Ponoka  
Jackie Lovely, MLA, Camrose  
Robert McDonald, Mayor, Town of Bashaw  
Theresa Fuller, Chief Administrative Officer, Town of Bashaw  
Teresa Gratrix, Chief Administrative Officer, Camrose County



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*M.L.A., Calgary-Hays*

AR118482

March 14, 2025

Dear Chief Elected Officials:

As you know, my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, tabled *Budget 2025* in the Alberta Legislature on February 27. I am writing to share further information regarding *Budget 2025* as related to education property tax (EPT).

*Budget 2025* takes an important step toward stabilizing operational funding for education systems across Alberta. Historically, approximately one-third of operational funding for Alberta Education came from the EPT municipalities collect from their rate payers on behalf of the province. In recent years, the proportion that EPT contributes to funding the operations of Alberta Education has decreased to less than 30 per cent. Through *Budget 2025*, the Government of Alberta is increasing the proportion of Alberta Education's operating budget covered by EPT to 31.6 per cent in 2025/2026 and back to 33 per cent in 2026/2027.

To provide Alberta's public education system with a stable and sustainable source of funding and meet the demands of increased student enrollment, EPT revenue will increase by 14 per cent from last year, to a total of \$3.1 billion. This increase will be reflected on the property tax bills that municipalities send to property owners in 2025.

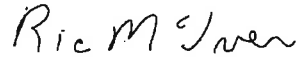
The Ministry of Municipal Affairs sent EPT requisitions to all municipal administrations, informing them of their share of the provincial EPT. For more information on EPT, including a fact sheet (Attachment 1) and the EPT Requisition Comparison Report (Attachment 2), please visit [www.alberta.ca/property-tax](http://www.alberta.ca/property-tax) and click on "Education property tax."

Municipalities across Alberta can inform residents that a portion of their property taxes goes directly to the provincial government to help pay for the operations of Alberta's education system. Many municipalities do this by adding a note to their property tax bills sent through the mail.

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*Budget 2025* is meeting the challenge of the cost of living by helping families keep more money in their pockets with lower personal income taxes and continuing investments in education and health care. I look forward to working together over the next year as we build strong and vibrant communities that make Alberta the best place in Canada to live, work, and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver  
Minister

Attachments:

1. Education Property Tax Fact Sheet (2025)
2. Education Property Tax Comparison Report (2025)



# Education Property Tax

## Fact Sheet

### Highlights of the 2025-26 provincial education property tax

Budget 2025 will see an increase to the education property tax rates after being frozen in 2024-25. The higher rates, along with rising property values and increased development, are expected to raise the education property tax requisition from \$2.7 billion in 2024-25 to \$3.1 billion in 2025-26.

The share of education operating costs funded by the education property tax will increase to 31.6 per cent in 2025-26, following historic lows of about 28 per cent in 2023-24 and 29.5 per cent in 2024-25. This will enhance Alberta's ability to fund school operations, leading to better educational outcomes as student enrolment continues to grow.

Education property taxes provide a stable source of revenue and equitable funding that supports K-12 education, including teachers' salaries, textbooks and classroom resources. They are not used to fund government operations, school capital costs or teachers' pensions.

Under the provincial funding model, all education property taxes are pooled by Alberta Education through the Alberta School Foundation Fund and distributed to public and separate school boards on an equal per-student basis.

### How education property tax is calculated for municipalities

All municipalities collect an equitable share of the provincial education property tax in proportion to their total taxable property assessments, which are equalized across the province. The equalization process ensures owners of properties of similar value and type across the province pay similar amounts of education property taxes. For more details on this process, refer to the [Guide to Equalized Assessment](http://www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf) ([www.municipalaffairs.alberta.ca/documents/as/guide\\_to\\_equalized\\_assessment.pdf](http://www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf)) on the Alberta website.

The provincial equalized assessment base used to determine education property taxes this year reflects 2023 property values.

In 2025, the education property tax will be calculated at a rate of \$2.72 per \$1,000 of the total residential/farmland equalized assessment value. The non-residential rate will be set at \$4.00 per \$1,000 of equalized assessment value. Most property owners will see a change to their education tax bill due to increasing mill rates and assessment values. Individual properties are taxed based on the local education property tax rate set by the municipality.

### How much Calgary and Edmonton contribute to education property tax

Based on this formula, Calgary taxpayers will contribute \$1.037 billion in education property tax in 2025. Edmonton taxpayers will contribute \$575 million in education property tax in 2025. Funding for Calgary and Edmonton school boards will be based on the published profiles expected to be released by the end of March 2025.

### Declaration of faith

The Canadian Constitution guarantees Roman Catholic citizens' minority rights to a separate education system. In communities with separate school jurisdictions, property owners can declare they are of the Roman Catholic faith, so their education property tax dollars can be directed to those separate school jurisdictions.

### Education system benefits everyone

Alberta's education system plays a crucial role in shaping a skilled workforce, driving economic growth and fostering the social well-being of individuals and the province as a whole. It serves as a cornerstone for personal and collective prosperity, benefiting all Albertans—regardless of age, marital status or parental responsibilities.

Questions about financial assistance for seniors or the Seniors Property Tax Deferral program can be directed to the Alberta Supports Contact Centre at 1-877-644-9992 (in Edmonton - 780-644-9992).



## Alberta Seniors Benefit:

This program provides monthly cash benefits for eligible seniors with low income. It provides support in addition to the federal benefits received including Old Age Security and Guaranteed Income Supplement.

Learn more about this program and find out if you are eligible at: <https://www.alberta.ca/alberta-seniors-benefit.aspx> or call the Alberta Supports Contact Centre at 1-877-644-9992.

## Can I direct my education property tax to a private school?

No. By provincial law, money collected through the education property tax can only be used to fund the public education system, which includes public and separate schools. Private school funding comes from three sources: provincial general revenues, tuition or instruction fees paid by parents, and private fundraising.

## Why are property owners asked to declare their faith?

In Alberta, the Constitution guarantees Roman Catholic citizens' minority rights to a separate education system. In communities with separate school jurisdictions, property owners can declare they are of the Roman Catholic faith so their education property tax dollars can be directed to those separate school jurisdictions.

## For more information

### Contact your municipality regarding:

- the assessed value of your property;
- market value assessment;
- declaration of school board support; or
- monthly tax installment plans.

Seniors - Contact Alberta Supports Contact Centre:

toll-free at 1-877-644-9992, or visit the website at <https://www.alberta.ca/seniors-community-and-social-services> for more information on:

- the Seniors Property Tax Deferral Program;
- the Alberta Seniors Benefit; or
- other provincial programs and services for seniors.

### Contact the Government of Alberta education property tax line:

780-422-7125 (toll-free in Alberta by first dialing 310-0000)

### Education funding information:

Details of the Alberta School Foundation Fund are published in the Alberta Education Annual Report, available online at: <https://www.alberta.ca/government-and-ministry-annual-reports.aspx>

Overall education funding information can be found online at: <https://www.alberta.ca/k-to-12-education-funding-model.aspx>

# Education property tax

Facts and information



## Facts

An accessible, quality education system is a priority for this government, and for all Albertans. Funding to the K-12 education system incorporates two revenue sources – general provincial revenues and education property taxes. Using two revenue streams provides stability for education funding.

In 1994, the Government of Alberta established the Alberta School Foundation Fund (ASFF). This fund makes certain that the education property tax is accounted for separately from general revenues.

## F.A.Q.s

### What does the education property tax pay for?

The education property tax supports all public and separate school students. The education property tax helps pay for instructional costs including teacher salaries, textbooks, and other classroom resources.

### How is my share of the education property tax calculated?

Your share is based on the assessment value of your property and the local education property tax rate.

A decrease in the local education property tax rate can help lessen the impact of assessment value increases on your individual tax bill.

### Where does the education property tax go?

The money collected from the education property tax goes to fund Albertans' priorities in education. The education property tax is pooled into the ASFF and then distributed among Alberta's public and separate school boards on an equal per-student basis.

All separate school boards in the province have opted-out of the ASFF, which means they requisition and collect property tax money from the municipalities directly. Any difference between what an opted-out board collects and what they are entitled to receive is adjusted for so there is no financial gain to a school jurisdiction that opts out of the ASFF.

### How does the province collect the education property tax?

Every year the province calculates, based on assessment value, the amount each municipality must contribute towards the public education system.

Municipalities collect the education property tax from ratepayers and then forward it to the province for deposit into the ASFF.

### Why is education partially funded through property tax?

The education property tax provides Alberta's education system with a stable and sustainable source of revenue. Pooling the education property tax in the ASFF ensures that students receive a quality education regardless of their municipality's assessment wealth.

### Does everyone pay the education property tax?

All property owners pay the education property tax (with some exceptions, such as some non-profit organizations and seniors' lodge facilities). People who rent or lease property may also contribute indirectly through their monthly rent or lease payments. As the education system benefits all Albertans, people without children in school also pay the education property tax.

Every Albertan benefits from a quality education system. The education property tax supports an education system that is producing the workforce of tomorrow.

### Do seniors have to pay the education property tax?

The education tax is a tax on property assessment; therefore, seniors who own property must pay the education property tax. The Government of Alberta has implemented programs to assist seniors.

### Seniors Property Tax Deferral Program

The Seniors Property Tax Deferral Program allows eligible senior homeowners to defer all or part of their property taxes through a low-interest home equity loan with the Alberta government. The government then pays the property taxes on behalf of the eligible homeowner. The loan does not have to be repaid until the property is sold or sooner if they so choose. For more information, please visit [www.alberta.ca/seniors-property-tax-deferral-program.aspx](http://www.alberta.ca/seniors-property-tax-deferral-program.aspx)



March 20, 2025

Mayor Rob McDonald  
Box 510,  
Bashaw, Alberta  
T0B 0H0

Via email: [admin@townofbashaw.com](mailto:admin@townofbashaw.com)

Dear Mayor McDonald:

I would like to invite any members of your Council who can attend to be part of the Mirror Day Parade to be held on Saturday May 17, 2025. We certainly appreciate your presence and welcome you to our community.

Line up is at 10:00 and the parade commences at 11:00 am. The parade line up will be adjacent to the outdoor skating rink one block north of Main Street.

If you need a vehicle to ride in please let me know asap, thank you. Your private vehicles are most welcome as well.

This is a family event filled day therefore you and your family are welcome to join us for all of the activities.

My email address is: [bknight@lacombecounty.com](mailto:bknight@lacombecounty.com)

You are also invited to join us for a lunch following the parade at the Mirror Alliance Church. Please find 2 tickets attached for the lunch, free on me.

Looking forward to seeing you there!

Sincerely,

Brenda Knight  
Councillor Division 2

## CAO

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**From:** ma.provincialprioritiesact@gov.ab.ca  
**Sent:** March 28, 2025 2:27 PM  
**To:** CAO  
**Subject:** Provincial Priorities Act and Municipal Sector Update  
**Attachments:** Provincial Priorities Act Municipal Sector Fact Sheet.pdf

Dear Chief Elected Officials:

I am following up on the February 27, 2025, letter you received regarding the *Provincial Priorities Act (PPA)* to provide further clarity on the newly enacted legislation and the intake process that all municipalities and designated municipal entities will be subject to as of April 1, 2025.

The *PPA* supports the Government of Alberta in pushing back against overreach by the federal government. The Act was passed last spring and will come into force on April 1, 2025, at the same time as the supporting regulation. This legislation aims to strike a careful balance between respecting Alberta's jurisdiction and maintaining access to federal dollars for provincial entities.

Regardless of the monetary value of the agreement, municipalities and designated municipal entities will need to submit information to Municipal Affairs (MA) on all new agreements with the federal government, agreement amendments, and agreement renewals, along with a copy of the agreement. Agreements eligible for an exception to provincial approval under the *PPA* must still be submitted to MA in order for the exception to apply.

Additionally, municipalities and designated municipal entities will need to fill out and submit a short intake form to accompany the agreement. The intake form will collect information such as the value of the agreement, entities involved, agreement start and execution dates, and other relevant information. Chief administrative officers (CAOs) will be advised when the form is available on the municipal [PPA website](#).

Upon receipt of your agreement and the intake form, MA will forward them to the appropriate lead ministry, and that ministry will be responsible for the review and approval of the agreement. Time-sensitivity will be considered if indicated in the intake form.

Agreements will be reviewed and evaluated based on alignment with the priorities of the province and consideration of whether the agreement oversteps into areas of provincial jurisdiction and/or places unacceptable restrictions on the ability of Alberta to implement its own policies and programs.

You are encouraged to review the attached fact sheet or visit the municipal [PPA website](#). Additionally, CAOs have been invited to attend two webinars where more information on this process will be provided. One webinar was completed on March 26, and another webinar is scheduled for April 3, 2025.

I look forward to working together to ensure Alberta municipalities maintain access to federal dollars while protecting areas of provincial jurisdiction.

Sincerely,

Ric McIver  
Minister

Attachment: *Provincial Priorities Act* Municipal Sector Fact Sheet

# Provincial Priorities Act

## Municipal Sector

### Fact Sheet

#### Background

The *Provincial Priorities Act* (PPA) and *Provincial Priorities Regulation* (PPR) come into force on April 1, 2025. As the lead for the municipal sector, Municipal Affairs (MA) will oversee the intake of all agreements between municipalities or municipal entities and federal entities.

The PPR defines municipal entities as:

- Library boards
- Municipally Controlled Corporations
- Municipal Growth Management Boards
- Regional Services Commissions
- Entities created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board
- Entities that are a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation

Federal entities include the Government of Canada departments, federal Crown corporations, and federal agencies.

#### Submission Requirements

Municipalities and municipal entities must submit information on all new agreements with federal entities, including any new agreement amendments, extensions, and renewals. These details must be provided along with a copy of the agreement to MA, regardless of the agreement's monetary value.

- Agreements valued under \$100,000 must be submitted to MA but do not need approval.
- Agreements valued between \$100,000 and \$5 million require ministerial approval. The Minister responsible for approving the agreement (lead ministry) will depend on the nature of the agreement between the federal entity and the municipality or municipal entity. For example, agreements related to public transit will fall under the responsibility of the Minister of Transportation and Economic Corridors, and agreements related to housing will fall under the responsibility of the Minister of Seniors, Community and Social Services.
- Agreements valued above \$5 million require Cabinet approval.

There are additional exceptions where provincial approval will not be required. These exceptions include, for example, minor administrative amendments, agreements for the purpose of responding to a disaster, and agreements between federal entities and municipally controlled corporations. While approval of agreements designated as exceptions is not required, these agreements must be submitted to MA as soon as possible after their execution for the exception to apply.

Existing agreements made between a municipality or a municipal entity that were signed prior to April 1, 2025, are not subject to the PPA, unless they are being amended, extended or renewed.

#### Intake Process

Agreements and intake forms should be submitted to MA to [ma.provincialprioritiesact@gov.ab.ca](mailto:ma.provincialprioritiesact@gov.ab.ca) when the signatories to the agreement are ready to sign the agreement or are in the final stages of negotiations.

- The intake form will collect high-level agreement information to assist in efficient processing of approval requests.
- Municipalities and municipal entities are encouraged to indicate on the intake form whether the execution of the agreement is time sensitive and the potential consequences of agreement delay.

<https://www.alberta.ca/federal-agreements-and-the-municipal-sector>

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Classification: Public



The intake form will be available on the Federal Agreements and the Municipal Sector website and will also be provided by email to all municipalities prior to April 1, 2025.

While not part of the formal intake process, situations may arise where municipalities or municipal entities would like to understand whether the province is likely to have concerns with an agreement prior to applying to a federal program and/or negotiating a final agreement. In such cases, they may contact MA for additional information on how federal program requirements may conflict with the requirements of the *PPA*, or they may submit a draft copy of the agreement for a preliminary assessment. MA will coordinate these requests with the lead ministry, which will review the information and identify any potential concerns.

## Review Process

Upon receipt of the agreement, MA will forward the agreement to the appropriate lead ministry for approval.

The lead ministry, or Cabinet when required, will review the agreement, and the municipality or municipal entity will be notified of the decision to approve or reject the agreement or approve the agreement subject to specific conditions.

If an agreement is approved subject to specific conditions, the municipality or municipal entity will be given the opportunity to work with the federal entity to incorporate these conditions.

The Government of Alberta is committed to efficiently screening all agreements to minimize delays and ensure timely funding for Alberta's municipalities and municipal entities.

## Contact Information

Additional information regarding the *PPA* and PPR can be found on the Federal Agreements and the Municipal Sector website, and additional questions can be directed to Municipal Affairs.

Hours: 8:15 a.m. to 4:30 p.m. (open Monday to Friday, closed statutory holidays)

Phone: 780-422-7125

Toll free: 310-0000 before the phone number (in Alberta)

Email: [ma.provincialprioritiesact@gov.ab.ca](mailto:ma.provincialprioritiesact@gov.ab.ca)

Website: <https://www.alberta.ca/federal-agreements-and-the-municipal-sector>

Municipal Services Division

# Municipal Musings



## IMPORTANT ELECTION DATES

### LOOKING FORWARD TO 2025

This newsletter highlights important dates and events on the horizon. Key events for 2025 include local general elections and upcoming engagements. Legislated dates for the upcoming election can be found in the box to the right for awareness.

The ministry is conducting an engagement on topics related to enabling growth and housing affordability this spring. BILD Alberta, the municipal associations, member municipalities from the Mid-sized Cities Mayors' Caucus, and the cities of Edmonton and Calgary were invited to participate in a session in early February. In response to feedback heard about workloads and resourcing, the ministry will host smaller topic-specific engagement working sessions followed by a larger engagement session later this year to bring all participants back together. Topics will include development permit timelines, application completeness, off-site levies, non-statutory development studies, and land dedications. Please connect with your municipal association to share any feedback, or you can provide written feedback directly to the ministry by emailing us at [ma.advisory@gov.ab.ca](mailto:ma.advisory@gov.ab.ca).

To support candidates, local administrations, and associations prepare for the upcoming local general election, Municipal Affairs has prepared resources such as the Returning Officer and Prospective Candidate training. These resources can be found in the white box under Key Resources and Information.

**Nomination period:**

January 1, 2025, to September 22, 2025

**Deadline for filing campaign disclosure statements for candidates who received contributions in the previous year:**

March 1, 2025

**Nominations for summer villages:**

June/July 2025

**Summer village elections:**

July/August 2025

**Nomination day:**

September 22, 2025

**Last day to withdraw as a candidate:**

September 23, 2025

**Municipal Election Day:**

October 20, 2025

**Declaration of election results:**

October 24, 2025

### Program Highlight: Municipal Accountability Program

#### Looking for Feedback!

The second cycle of the Municipal Accountability Program (MAP) is in progress and several municipalities have received their review reports. The ministry is looking for feedback on the program and the CAO's impressions to date. Municipalities who have received their MAP report can expect to receive a link to an anonymous post-report survey asking for their input. MAP is a collaborative process, and feedback from participating municipalities is critical to helping us continue to improve available ministry tools, resources, and programs.

### Meet MA!

The Municipal Legislation Team is located within the Municipal Policy and Engagement Branch of the Municipal Services Division. The team provides legislative advice and services for a broad variety of matters within the ministry and are responsible for managing the ministry's legislation and corresponding regulations including the:

- *Municipal Government Act,*
- *City of Lloydminster Act*
- *Libraries Act,*
- *Local Authorities Election Act,*
- *New Home Buyer Protection Act,*
- *Parks Towns Act,*
- *Land and Property Rights Tribunal Act,*
- *Local Government Fiscal Framework Act,*
- *Safety Codes Act,* and
- *Special Areas Act.*

For more information on how legislation is developed, please visit the Alberta legislature [link](#)

An important aspect of the team's work is engagement with the ministry's policy and program areas, Legal Counsel, and Legislative Counsel Office (LCO) to produce drafts of new or amended legislation or regulations. This involves understanding the nature of the changes required and preparing drafting instructions that are then used by LCO to draft a bill or regulation.

There is substantial back and forth between the team and LCO to ensure that the final draft reflects ministry objectives and achieves the policy intent. This process of drafting, analysis, commentary, and redrafting occupies a considerable proportion of the team's time. It results in a polished, legally sound draft of legislation or regulation for approval of the Legislature, Cabinet, or the Minister.

### Key Resources & Information

➤ **Fall 2025 Municipal Affairs Administrators' Training Initiative (MAATI)**

Recordings of some of the most recent MAATI sessions, along with past sessions, are available on the [Training for Municipal Officials](#) website.

➤ **Bill 20: Municipal Government Act and Local Authorities Election Act Amendments**

- Included in the new MAATI content are [videos](#) on the *Municipal Affairs Statutes Amendment Act, 2024*, and an invitation to submit questions to [ma.advisory@gov.ab.ca](mailto:ma.advisory@gov.ab.ca) about this legislation.
- Written resources on elections are available at [Municipal elections - Overview | Alberta.ca](#)
- Information about legislative changes is available at:
  - [Changes to the Local Authorities Election Act \(LAEA\) 2024 - Open Government.](#)
  - [Changes to the Municipal Government Act \(MGA\) 2024 - Open Government.](#)

➤ **Returning Officer and Prospective Candidate Training**

- General information about municipal elections is available here [Municipal elections | Alberta.ca](#).
- The *2025 Election Returning Officer Manual* will be posted in modules. [Modules 1 and 2](#) are now available, with additional modules being added throughout 2025.
- [Module 1](#) of the *2025 Election Returning Officer Training Videos* is now available, with additional modules being added throughout 2025.
- A four-part video series for prospective candidates outlining information about municipal roles, local governance, councillor responsibilities, and local election processes is now available at [2025 Municipal election prospective candidates - YouTube](#).
- Overview of Election Database & MA Connect



The Village of Opportunity

March 24, 2025

His Worship Robert McDonald  
Town of Bashaw  
5011-52 Ave, Box 510  
Bashaw, AB  
T0B 0H0



Dear Mr. McDonald,

On behalf of the Village of Clive, I would like to extend an invitation to you, or a designate, to participate in the Clive FunFest Parade, taking place on Saturday, June 14, 2025

Parade lineup will begin at 10:00 a.m. at the Clive Baptist Church, and the parade will commence at 11:00 a.m.

Please let us know if you will require a dignitary vehicle or if you plan to bring your own. If you will not be using your own vehicle in the parade, kindly park on a side street and proceed to the Baptist Church parking lot.

We recommend that items such as candy, balloons, and other treats be distributed by "Walkers" who can safely hand them out from a distance using small bags or pails.

To show our appreciation, the Village will provide Clive Bucks, which can be used at local businesses and food trucks during the event.

Please RSVP to [utilities@clive.ca](mailto:utilities@clive.ca) by June 2, 2025.

We hope to see you at the festivities!

Warm regards,

A handwritten signature in blue ink that reads "Luci Henry".

Luci Henry, Mayor  
Village of Clive

*Village of Clive*

Box 90, Clive, AB T0C 0Y0 • (403) 784-3366 • Fax (403) 784-2012  
E-mail: [admin@clive.ca](mailto:admin@clive.ca)

Town of Bashaw

Request for Decision



Meeting:	Regular Meeting of Council
Meeting Date:	April 2, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.1 Public Works Truck Purchase

**Background/Proposal:**

Public works has general use trucks:

2003 GMC Sierra, and a 2012 Ford F150 4 x 4 super cab. Both trucks require replacement.

The following chart reflects six years of repair costs:

	2024	2023	2022	2021	2020	2019	Total
Ford	\$7,324.73	\$352.69	\$149.97	\$329.07	\$1,483.29	\$1,398.05	\$11,037.80
GMC	\$2,476.69	\$1,146.03	\$3,505.21	\$1,217.16	\$2,230.70	\$170.88	\$10,746.67
Annual Total	\$9,801.42	\$1,498.72	\$3,655.18	\$1,546.23	\$3,713.99	\$1,568.93	\$21,784.47

Average cost per year: \$1,839.63 Ford

\$1,791.11 GMC

**GMC Issues:**

- Suspension and steering shot
- Not all doors open
- Damaged windshield
- 300,000 km on it
- Truck is not roadworthy for highway use

**Ford Issues:**

- Steering challenges
- foam from the steering wheel is coming off
- driver's seat is damaged
- 170,000 km on it
- Truck is not roadworthy for highway use

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

Replacement trucks have been located for the price of \$24,900 per truck. (each) This is subject to availability and response.

1. Administration would like to proceed with purchasing two replacement trucks. Replacement trucks would reduce the annual repair costs. Earlier this year funds were moved into reserve from equipment sales. The town could receive around \$10,000 for the trucks at auction, these funds could offset some of the replacement costs.
2. Or; keep the trucks and invest funds to bring them to safer operating status. Through evaluation and repairs, the cost could start at \$3,000 - \$ 4,000 per truck. Both trucks had new tires installed last year, and the Ford had transmission work completed.
3. Replace the GMC with a new truck, and plan for Ford replacement in 2026.

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

The Capital, roads, street and equipment reserve has \$ 54, 223.90 in it. Administration would recommend accessing \$54,000 to purchase replacement trucks. (some extra funds, in the event we fail to get optimum pricing) Once the old trucks are sold; the funds could go back into the reserve.

Maintaining the units would be funded through the annual operating budget.

**Applicable Legislation:**

MGA – Section 248

**Community Engagement Consideration:**

Administration will proceed as requested by council.

**Recommended Action:**

Administration recommends passing the following motion:

MOVED BY \_\_\_\_\_ to approve the purchase of two replacement trucks for \$54,000.00 from the Capital, roads, street and equipment reserve.

MOVED BY \_\_\_\_\_ to direct administration to place the funds from the sale of the old trucks into the Capital, roads, street and equipment reserve.

Or Motion of Council determination.