



**REGULAR MEETING OF COUNCIL
A G E N D A**

**Wednesday, May 3, 2023, 6:00 pm
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
5. APPROVAL OF MINUTES
 - 5.1 Minutes of the April 26, 2023, Regular Meeting of Council – will be included in May 17, 2023, Agenda Package.
6. CONSENT AGENDA
7. NEW & UNFINISHED BUSINESS
 - 7.1 Bylaw 822-2023 – Tax Rate Bylaw 2023
 - 7.2 Town of Bashaw 2023 Capital Budget
 - 7.3 Cemetery Proposals
 - 7.4 Ball Diamond 3 – New Dugouts
 - 7.5 Ember Resources – Revised Rental Review Offer.
8. COMMITTEE REPORTS – action to be considered
9. CORRESPONDENCE ITEMS – Action to be considered
10. CLOSED MEETING OF COUNCIL
 - 10.1 Land – D. Hemingson – FOIP Section 23
11. NOTICES OF MOTION
12. NEXT MEETING: May Meeting Dates – May 17, 2023– 6:00 pm
13. ADJOURNMENT

**2023 TOWN OF BASHAW TAX CALCULATION
BYLAW 822-2023**

**THE TOWN OF BASHAW
2023 Property Tax Bylaw
Bylaw # 822-2023**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF BASHAW FOR THE **2023** TAXATION YEAR

Whereas, the Municipality of the Town of Bashaw has prepared and adopted detailed estimates of the Municipal revenue and expenditures as required, at the Council meeting held on Wednesday, May 3, 2023; and

Whereas, the estimated municipal expenditures and transfers set out in the budget for the Municipality of the Town of Bashaw for **2023** total \$ 2,235,318.21 ; and

Whereas, the requisitions are:

	Residential/Farmland	\$ 158,899.85
Alberta School Foundation Fund (ASFF)	Non Residential and Linear	\$ 67,116.49
	Residential/Farmland	N/A
Opted out School Boards	Non Residential	N/A
	ASFF Requisition allowance	N/A
Senior Foundation	Camrose and Area Lodge Authority (CALA)	\$ 1,610.00
DESIGNATED INDUSTRIAL PROPERTIES	Non Residential	\$ 176.72

Whereas, The Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised statutes of Alberta, 2000 and amendments thereto; and

Whereas, the assessed value of all property in the Municipality of the Town of Bashaw as shown on the assessment roll is,

	<u>Assessment</u>
Residential	<u>62,349,370</u>
Non Residential	<u>19,686,410</u>
Machinery and Equip.	<u>1,700,630</u>
Total	83,736,410

Whereas, the estimated Municipal revenues and transfers from all sources other than taxation is estimated at \$ 1,395,484.73 and the balance of \$ 839,833.48 is to be raised by general municipal taxation; and

Now therefore, under the authority of the Municipal Government Act, the Council of the Municipality of the Town of Bashaw, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of

**2023 TOWN OF BASHAW TAX CALCULATION
BYLAW 822-2023**

taxation on the assessed value of all property as shown on the assessment roll of the Municipality of the Town of Bashaw:

GENERAL MUNICIPAL	Tax levy	Assessment	Tax Rate
Residential and Farmland	\$ 604,680.11	62,349,370	0.0096983
Non Residential & Machinery & Equipment	\$ 235,153.37	21,387,040	0.0109951
Municipal Total	\$ 839,833.48	83,736,410	

ASFF			
ASFF, Residential/Farmland	\$ 158,899.85	62,349,370	0.0025485
Non Residential	\$ 67,116.49	18,665,800	0.0035957
Opted Out School Boards			
Residential/Farmland		n/a	
Non Residential		n/a	
Machinery & Equipment		n/a	
ASFF Requisition Allowance (If Applicable)		n/a	
ASFF Total:	\$ 226,016.34	81,015,170	

Senior Foundation			
Camrose and Area Lodge Authority (CALA)	\$ 1,610.00	82,754,030	0.0000195

Designated Industrial Properties			
DIP Properties	\$ 176.72	2,368,840	0.0000746
Grand Totals	\$ 1,067,636.54		

2. That this Bylaw shall take effect on the date of the third and final reading.

READ a first time on this 3rd day of May, 2023

READ a second time on this 3rd day of May, 2023

Given UNANIMOUS consent to go to third reading on this 3rd day of May, 2023

READ a third and final time on this 3rd day of May, 2023

Signed this 3rd day of May, 2023

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	May 3, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Town of Bashaw 2023 Capital Budget

Background/Proposal:

Attached is the proposed 2023 Capital Budget and Capital Budget working papers

The projects planned are to be funded by Municipal Sustainability Initiative Capital Grant (MSI Capital) and Canada Community Building Fund (CCBF) formerly known as Federal Gas tax fund.

Discussion/Options/Benefits/Disadvantages:

The Capital projects are listed for council consideration.

Costs/Source of Funding (if applicable)

MSI Capital	\$ 124,765.00
CCBF	\$ 132,493.00

Applicable Legislation:

MGA – Operating And Capital budgets – 242 – 246, 248.1

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Approve the budget as presented, or request administration make additional adjustments.

MOVED BY _____ to approve the Town of Bashaw 2023 Capital Budget listing as presented, for the total amount of \$ \$257,258.00.

MOVED BY _____ to approve application of the Municipal Sustainability Initiative Capital Grant for the following projects: 2023 Paving Project \$68,765.00, Curling Rink/Arena Project \$18,000.00 and Rental Building Roof replacement \$38,000.00 for a total of \$124,765.00.

MOVED BY _____ to approve application of the Canada Community Building Fund for the following projects: 2023 Sewer project \$31,653.00, 2023 Arena Chiller Upgrade \$49,000.00, Vertical Turbine pump Water treatment Plant \$14,340.00, and 2023 Water Meter/service line project \$37,500.00 for a total of \$132,493.00.

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

Discussion Result:

Additional research Requested:

Capital Project Working Papers May 2023

Description

Cost Projection

Municipal Sustainability Capital 2023

Funds Carried forward:		\$4,255.00
2023 Allotment		\$120,510.00
		\$124,765.00

Paving Project 2023

Various Areas - water repairs	\$20,000.00
Near RCMP Station	\$40,000.00
Other Areas as recommended	\$8,765.00
	\$68,765.00

Curling Rink - Arena

Overhead door	Overhead Door	\$8,000.00
Shed roof and Siding	Roof and siding	\$5,000.00
Boards at arena	Boards	\$5,000.00
		\$18,000.00

Rental Building

Roof Replacement	Roof Replacement	\$38,000.00
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Total \$124,765.00

Funds Remaining \$0.00

Canada Community Building Fund

CCBF carry forward:		\$80,534.00
2023 Allotment:		\$51,959.00
		\$132,493.00

Sewer

Vega Upgrade switches lift 1 and 2	Vega Upgrade switches for lift 1 and 2	\$8,508.00
	Grinder Rebuild	\$12,145.00
Lagoon lift station #3	Emergent Repair	\$11,000.00
		\$31,653.00

Arena

Chiller Upgrade	Chiller upgrade	\$49,000.00
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Water Treatment Plant

Vertical Turbine Pump		\$14,340.00
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Water Meter Replacement Project 2023

Around 26 meters needed.

Large sized meters

Service Line Construction two sites

Total Project Cost:		\$37,500.00
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Total \$132,493.00

Funds Remaining \$0.00

2022 Water Project Expenses spent in 2023. (prior approved project) \$18,463.16

2023 - Phase 3 Meter - Service line Project

meter cost total

26-Apr-23

Bethany Group	2 -two inch meters	2	\$1,388.00	\$2,776.00
Bashaw Retreat Center	1- Two inch meter	1	\$1,388.00	\$1,388.00
Commercial Hotel	1- One inch h meter	1	\$756.00	\$756.00
Need 26 regular meters.		26	\$560.00	\$14,560.00
				\$19,480.00
Increase expected				\$1,948.00
				\$21,428.00
Service Line - Bashaw Hotel				\$8,000.00
Service line - Post office				\$8,000.00
				\$37,428.00

**Town of Bashaw 2023
Capital Budget
May 3, 2023**

Project	2023	Confirmed Fund Source	Funding Source Required	Notes
2023 Paving Project	\$68,765.00	MSI Capital	MSI Capital	Various areas, in Front of RCMP, water line repair areas.
Curling Rink - Arena Rental Building Roof	\$18,000.00 \$38,000.00	MSI Capital MSI Capital	MSI Capital MSI Capital	Overhead door, shed roof, siding, arena boards. Roof requires replacement
Sewer 2023	\$31,653.00	Canada Community Bldg Fund	CCBF	Vega upgrade Switches for lift 1 & 2, grinder rebuild, emergent repair at Lagoon. Replace reffridgerant, upgrade oil and elastomer containing components as per manufacturers recommendation. Vertical Turbine pump
Chiller Upgrade Water Treatment Plant	\$49,000.00 \$14,340.00	Canada Community Bldg Fund Canada Community Bldg Fund	CCBF CCBF	
Water Meter replacement Project 2023	\$37,500.00 \$257,258.00	Canada Community Bldg Fund	CCBF	26 meters, large sized meters for business locations, service line construction for two sites.

Capital Budget Approved by Motion :
MSI Capital - Municipal Sustainability Initiative Capital Grant

Chief Elected Official

Chief Administrative Officer

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	May 3, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Cemetery Proposals

Background/Proposal:

Council requested that the Cemetery be advertised, and proposals collected.

Discussion/Options/Benefits/Disadvantages:

<u>Contractor</u>	<u>Description</u>	<u>Per Mow</u>	<u>Season Projection (possible 32 cuts)</u>	<u>20 cuts</u>
A	Provided hourly, two people plus equipment; \$200.00 per hour (per mow based on 16 hours) Could be lower if they are faster.	\$3,200.00	\$102,400.00	\$64,000.00
B	Provided price per mow	\$950.00	\$30,400.00	\$19,000.00
C	Proposes to complete it for \$20.00 per hour and Town pays for gas. (not sure what to estimate with one person cutting)			

Costs/Source of Funding (if applicable)

Annual Operating Budget.

Applicable Legislation:

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

Recommended Action:

Contractor B could be a viable option if the number of cuts remained at 20 or lower. It is challenging to predict the frequency that the grass would require cutting.

Administration declines provision of a recommendation.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:



REQUEST FOR PROPOSAL Cemetery Mowing

The Town of Bashaw is accepting Proposals from those parties interested in mowing the Town of Bashaw Cemetery.

Proposals can be mailed, emailed to cao@townofbashaw.com, or dropped off at the Town Office at 5011 – 52 Avenue, Bashaw. Deadline for submissions is Friday, April 28, 2023 at 4:00 pm.

Requirements for this proposal can be picked up at the Town Office or by visiting the Town website @ www.townofbashaw.com

Theresa Fuller
Chief Administrative Officer
cao@townofbashaw.com
Box 510, Bashaw, AB T0B 0H0

2023 Town of Bashaw - Cemetery Mowing Requirements

1. Contractor is to supply his/her own equipment, fuel and manpower to perform mowing and grounds keeping at the Town of Bashaw Cemetery.
2. Cemetery is to be mowed as requested by the Public Works Supervisor.
3. Grass is to be mowed and trimmed around gravesites, trees, shrubs, permanent structures, fences etc.
4. All headstones are to be swept clean of clippings.
5. All debris and garbage are to be collected and put in garbage cans.
6. Contractor is to report any damage or repairs needed to the Public Works Supervisor.
7. Contractor is responsible for their own employee deductions (EI, CPP, WCB, etc.) and insurance. Contractor is to insure their operations under a contract of Comprehensive Liability Insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence. A copy of this policy is to be forwarded to the Town Office.
8. The Contractor is to submit an invoice to the Town Office after each mowing.
9. The Town of Bashaw and the Contractor agree that cause for dismissal shall include, but not be limited to the following: gross negligence by the Contractor, or his/her staff, in performance of the Contractor's duties.
10. The agreement may be terminated by either party at any time, with or without cause, upon giving the other party thirty (30) days' notice of termination. Such notice shall be in writing to the other party.
11. It is of note that Council reserves the right to not accept any; or the lowest proposal.

***The Term of the agreement shall be negotiated.**



April 13, 2023

THE TOWN OF BASHAW
BOX 510
BASHAW ABT0B 0H0

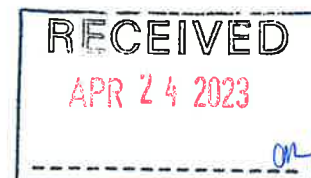
RE: Revised Rental Review Offer of Alberta Surface Lease dated September 19, 2005
Legal Description: TWP 42 RGE 21 W4M SW 2
Wellsite and Access Road
Well Name: EMBER BASHAW 4-2-42-21
Ember File Number: S05269

We are following up on the offer letter that was sent to you in May 2020. In that letter we proposed a revised rate of compensation of \$ 2,552.00, which was based on Ember's internal review process, where loss of use and adverse effect for similar minimum disturbance leases in your area have been taken into consideration.

Considering recent Land and Property Rights Tribunal (LPRT) decisions involving Ember Resources Inc., where the panel found that *"for minimum disturbance wells, the landowners are realizing crop production within the boundaries of the surface lease and the annual rate of compensation awarded should reflect this fact."*, we would like to propose a revised offer based on these decisions at \$400 per acre Loss of Use and \$1500 Adverse Effect.

The above noted lease encompasses a total of 2.86 acres, comprising 1.98 acres for the wellsite and 0.88 acres for the access road. We propose to adjust your current annual rental payment from \$ 3,001.00 to \$ 2,800.00 per year effective September 19, 2020.

If you are in agreement, please acknowledge by dating, signing, and returning the duplicate copy of this letter to our attention in the self-addressed envelope attached. Acceptance of this offer will result in an adjustment of \$ 744.00 being paid to you for the difference in rentals from the effective date indicated above.



In addition to the foregoing, in the event you accept this offer, Ember is prepared to further minimize our impacts to your farming practices, by amending the subject Surface Lease to include the Ember Surface Access Policy as follows:

- Ember will avoid entry into the site with any heavy equipment during the growing season (June 15 to harvest) unless required in an emergency. We may require access utilizing light vehicles during this time to conduct required inspections, weed control and required maintenance. This light vehicle access will be evaluated on a case-by-case basis and avoided if possible.
- In the event access is required to conduct recompletion operations we will make a one-time payment to the Lessor to compensate them for the increased loss of use and inconvenience.

We understand that you may have some questions or concerns about our offer. If you are not in agreement with Ember's re-assessment, please contact us so we can further discuss any questions or concerns you may have. We can be contacted at 1-888-603-6066 or via email at surfacereviews@emberresources.com. Please provide your file number, name and legal description on all emails.

We would like to take this opportunity to thank you for your cooperation in this regard.

Yours truly,
EMBER RESOURCES INC.



Doug Dafoe
President & CEO

Hereby accepted and agreed to this ____ day of _____, 20__.

THE TOWN OF BASHAW