



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

Monday, January 17, 2022 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Access

1. CALL TO ORDER
 - 1.1 All participants to be informed this meeting is being recorded.
 - 1.2 Attendees will be listed verbally.
2. PUBLIC HEARING
3. ADDITIONS & AGENDA APPROVAL
4. MINUTES
 - 4.1 Minutes of the December 20, 2021, Regular Meeting of Council
5. DELEGATIONS
 - 5.1 Bashaw Youth Foundation 2022 Budget Presentation – Leanne McCarroll
6. BYLAWS
7. NEW & UNFINISHED BUSINESS
 - 7.1 Canadian National Railway 2022 Crossing Maintenance – Update
 - 7.2 Bashaw Fire Department – Alberta Emergency Alert Designate
 - 7.3 Town of Bashaw December 31, 2021, Monthly Statement
 - 7.4 Land Sales Funds – Transfer to Reserve
 - 7.5 Lift Station Grinder Funds – Transfer to Reserve
 - 7.6 Fire Department Gifts/Donations – Transfer to Reserve
8. COMMITTEE & STAFF REPORTS
 - 8.1 Committee Reports
 - a. Mayor McDonald
 - b. Deputy Mayor Gust
 - c. Councillor Northey
 - d. Councillor Orom
 - e. Councillor McIntosh
 - 8.2 Staff Reports
 - a. Foreman Report
 - b. CAO Report
9. CORRESPONDENCE
 - 9.1 Alberta Transportation – Alberta Municipal Water/Wastewater Partnership Grant Funds
 - 9.2 Fortis Alberta Distribution Rates
 - 9.3 Crowsnest Pass – Streamlining Foreign Physician Assessments
 - 9.4 Crowsnest Pass – Fast Tracking Immigrant Nurses for Certification in Alberta
10. CLOSED MEETING OF COUNCIL
 - 10.1 Legal – Bashaw Golf & Country Club – FOIP Section 27
 - 10.2 Personnel – CAO Contract – FOIP Section 19

11. NEXT MEETING: February Meeting Dates Discussion

12. ADJOURNMENT



REGULAR MEETING OF COUNCIL MINUTES

Thursday, December 20, 2021 @ 6:00 pm.
Blended Meeting: Small meeting room in Community Centre
& Zoom Electronic Conference

In Person: CAO Theresa Fuller (5:45pm), Mayor Rob McDonald (6:00 pm), Councillor Kyle McIntosh (5:50pm), Councillor Cindy Orom (5:50pm), Councillor Jackie Northey (5:50 pm) and Foreman Patrick Taylor (5:45 pm)

Zoom Connection: Deputy Mayor Bryan Gust (6:02pm), Todd Shipton (6:02 pm), Lance Plewis (6:34 pm), Russel Burns (6:35 pm)

Recording Secretary: Theresa Fuller

Absent:

Press: Stu Salkeld (East Central Review), Kevin Sabo (Bashaw Star) – Both Connected by Zoom 6:02pm

Public: Alison Knockleby (6:00 pm), Liz Armitage (6:54 pm), James Carpenter (6:47 pm), Dr. Tony Mucciarone (6:47 pm) Chief Leonard Standingontheroad (approx. 6:47 pm), Audrey Ward (approx. 6:47 pm), Gilda Soosay (approx. 6:47 pm), Wayne Moonias (approx. 6:47 pm), Jack Mackinaw (approx. 6:47 pm), Ralph Cattleman (approx. 6:47 pm), and Lucy Smolcic (approx. 6:47 pm)

1. CALL TO ORDER by Mayor McDonald at 6:04 pm.

2. PUBLIC HEARING – None.

3. ADDITIONS & AGENDA APPROVAL

MOVED by Councillor Orom to approve the December 20, 2021, Regular Meeting of Council Agenda.
MOTION #318-2021 CARRIED.

4. MINUTES

4.1 Minutes of the December 2, 2021, Regular Meeting of Council

MOVED by Councillor Northey to approve the minutes of December 2, 2021, Regular Meeting of Council.

MOTION #319-2021 CARRIED.

5. DELEGATIONS – Closed Session.

6. BYLAWS - none

7. NEW & UNFINISHED BUSINESS

7.1 2022 Interim Budget

MOVED by Councillor Northey to approve the 2022 Town of Bashaw Interim Operating Budget as presented.

MOTION #320-2021

CARRIED.

7.2 Canadian National Railway 2022 Crossing maintenance

MOVED by Councillor McIntosh to forward Council's questions regarding the 2022 Canadian National Railway Crossing Maintenance to CN public works department or source contact that provided the letter and quote.

MOTION #321-2021

CARRIED.

Councillor McIntosh to generate a letter on Bashaw Town Council's behalf to forward to our local Member of Parliament.

7.3 Highway 12/21 Regional Water Services Commission 2022-2024 Operational Budget

MOVED by Councillor Orom to accept the Highway 12/21 Regional Water Services Commission 2022 – 2024 Operational Budget as information.

MOTION #322-2021

CARRIED.

Council would like to arrange to have the Commission Chair Brenda Knight and Manager Dion Burlock to meet with council in the new year.

Liz Armitage entered the meeting at 6:54 pm.

Mayor McDonald requested to proceed to the Closed Meeting of Council – Land - Bear Hills Family Wellness Center – FOIP Section 16, as the delegates arrived at approximately 6:47 pm.

Foreman Taylor, Stu Salkeld, Kevin Sabo, Alison Knockleby, Todd Shipton, and Councillor Northey departed the meeting at 6:59 pm.

MOVED by Councillor McIntosh that Council move to Closed Meeting of Council at 7:00 pm to discuss 10.1 Land – Bear Hills Family Wellness Center – FOIP Section 16.

MOTION #323-2021

CARRIED.

Delegates James Carpenter, Dr. Tony Muccaroni, Chief Leonard Standingontheroad, Audrey Ward, Gilda Soosay, Wayne Moonias, Jack Mackinaw, Ralph Cattleman, Lucy Smolcic, Lance Plewis, Russel Burns, and Liz Armitage remained for the presentation.

All Delegations listed above, with the exception of Liz Armitage; left the meeting at 7:17pm.

MOVED by Councillor McIntosh to come out of Closed Meeting of Council at 8:03 pm.

MOTION #324-2021

CARRIED.

MOVED by Councillor McIntosh to accept the Presentation from Bear Hills Family Wellness Center as information and look forward to their formal application.

MOTION #325-2021

CARRIED.

Foreman Taylor, Councillor Northey, and Kevin Sabo; returned to the meeting at 8:05 pm.

Liz Armitage departed from the meeting at 8:05 pm.

Regular Meeting Agenda Resumed:

7.4 Photocopier Replacement

MOVED by Councillor Northey to purchase a Canon Photocopier for the amount of \$8500.00; accessing the Restricted for operating – Administration Reserve.

MOTION #326-2021

CARRIED.

7.5 Town of Bashaw November Monthly Statement

MOVED by Councillor Orom to approve the Town of Bashaw November 2021 Monthly Statement.

MOTION #327-2021

CARRIED.

8. COMMITTEE & STAFF REPORTS

8.1 Committee Reports

- a. Mayor McDonald – December 4- Santa Parade,
- b. Deputy Mayor Gust – Highway 12/21 Regional Water Commission meeting December 10, 2021. Also attended the presentation to the Bashaw Kindergarten class.
- c. Councillor Northey – Attended with Bryan – the presentation to the Bashaw Kindergarten class.
 - December 14, 2021 – Bashaw Historic Society. They were planning to install a sign beside the old fire engine and install QR codes around town for historic sites.
- d. Councillor Orom – December 3, 2021 – Camrose & Area Lodge Authority. Organizational meeting, and budget review. The 2022 requisition information is out.
 - December 10, 2021 – Highway 12/21 Regional Water Commission meeting.
- e. Councillor McIntosh – December 15, 2021 – Virtual Town Hall meeting with the education minister, delivered by MLA Lovely.

8.2 Staff Reports

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

MOVED by Deputy Mayor Gust to accept December 20, 2021, Council and Staff reports as information.

MOTION #328-2021

CARRIED.

9. CORRESPONDENCE

9.1 CN Corporate Services – CN in your Community 2021 Report

9.2 Village of Clive – Request for more to be done for Local Small Businesses.

MOVED by Councillor Northey to send letter to MLA Jackie Lovely expressing that more be done for local small businesses, similar to the Village of Clive's letter.

MOTION #329-2021

CARRIED

9.3 Camrose & Area Lodge Authority – 2022 Requisition.

MOVED by Councillor McIntosh to accept the December 20, 2021, correspondence as information.
MOTION #330-2021 **CARRIED**

Foreman Taylor left the meeting at 8:38 pm. Kevin Sabo; disconnected at 8:38 pm. The Zoom connection was disconnected from the public and recording was discontinued.

MOVED by Councillor McIntosh that council move to Closed Meeting of Council at 8:38 pm to discuss 10.2 Legal – Property Drainage – FOIP Section 27.
MOTION #331-2021 **CARRIED.**

10. CLOSED MEETING OF COUNCIL

10.2 Legal – Property Drainage – FOIP Section 27

MOVED by Councillor McIntosh to come out of Closed Meeting of Council at 8:56 pm.
MOTION #332-2021 **CARRIED.**

MOVED by Councillor Northey to direct administration to proceed as discussed in Closed session regarding Legal – Property Drainage – FOIP Section 27.

11. NEXT MEETING: January 17, 2022 @ 6:00 pm Regular Meeting of Council

Brief discussion regarding February meetings, however decided to revisit the discussion at the next meeting.

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

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

Town of Bashaw

Family and Community Support Services (FCSS) Grant Funding

Application Year: January 1 to December 31, 2022

Program Name: Social Programming for Children and Youth	GRANT AMOUNT REQUESTED \$ 20,695.00	\$ GRANT AMOUNT AWARDED \$
Organization Information:		
Organization Name:	Bashaw Youth Drop-In Foundation	
Mailing Address:	Box 255, Bashaw, AB T0B 0H0	
Contact person:	Leanne McCarroll	Position/title: President
Email address:	bashawyouthfoundation@hotmail.com	
Telephone: 780-372-4048	Cell:	Fax: 780-372-3586
Is your organization registered as a society or a corporation: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Charitable Number: 89268 7807 RR0001	Incorporation Number: 5010315884	
Please provide a brief overview of your agency: History		
We have opened our doors in Bashaw in 2000 and have been Bashaw Youth Drop In Foundation since this time. We continue to provide a Safe and fun environment for children and youth of all ages through our afterschool programming and summer activities.		

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated

(or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

<p>Deadline Dates Applications for FCSS Grant Funding</p>	<p>October 15, 20__ <i>(for the upcoming year)</i></p>
<p>Please note A Year End Summary report must be submitted by:</p>	<p>January 31, 20__ <i>(of the following year)</i></p>

<p>Additional Organization Information:</p>	
<p>Brief Description of your agency Mission, Mandate</p>	<p>Steady as we grow, we are here for the encouragement, friendship, security and compassion for the youth. Our Vision – We want our youth to use their ideas and ambitions to create the foundation we stand on. Our healthy active living programs help kids adopt healthy habits and skills that will benefit them for life. Our learning and career development programs give young people opportunities to strengthen and acquire new skills, test their abilities, and enhance career readiness. Our Youth Leadership programs build character, promote engaged citizenship, and develop the social, emotional, and vocational abilities of youth, all while encouraging active participation in our community. Parenting Programs not only work on strengthening family relationships, but also help create a sense of community and connection to other parents experiencing similar challenges. Education creates opportunities: We know that when we engage youth, we make a big impact on their lives. We are committed to creating spaces and opportunities that support youth to reach their potential.</p>
<p>Funded by</p>	<p>Provincial Gov't Federal Gov't Donations Fundraising</p>

Reason why you need additional funding for this project

Bashaw Youth Drop In Foundation is primarily funded from grants, donations and fundraising. The additional funds will assist in supporting the Social development of Children and Youth. Planning activities to help with building social competencies and positive identities in children and youth will have a positive impact on them as well as the community.

Program/Project Title:

Bashaw Youth Center > Bashaw Youth Drop In Foundation

Statement of Need:
What community need or issue does this program or project address?

Some students have been identified by teachers, parents, volunteers, community agencies and other community members as having difficulties with their social and emotional well-being within the school setting.
Observers identify the following:

- Low grades
- Acting out
- Unhealthy behaviours, e.g., bullying, drug and alcohol use/abuse, sexual promiscuity
- School absences
- Social isolation/withdrawal
- Failure to graduate

These students may be dealing with:

- Changing family circumstances: e.g., divorce, blended families, relocation
- Lack of self-esteem
- Lack of parental support
- Adults lack of knowledge/understanding to respond effectively to children's needs
- Conflicts with parents
- Lack of clear communication between parents & the school
- Lack of understanding of their own normal growth and development/social and emotional well being
- Conflicts with peers, e.g., bullying

<p>Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i></p>	<p>Youth have the social and emotional well-being to manage life's challenges in a positive way.</p>
<p>Broad Strategy: <i>In general terms, how will the program or project address the community need?</i></p>	<p>To promote youths' positive social and emotional development by providing support, guidance, encouragement, tools and intervention strategies to the students, mentors, parents and community groups.</p>
<p>Rationale: <i>What evidence do you have that would support this approach, ie., if you do these things, then these results will occur? What is your "if/then statement?"</i></p>	<p>If support, guidance, encouragement, tools and intervention strategies are provided then:</p> <ol style="list-style-type: none"> 1.) youth will have increased social skills, learn to address their emotional needs and develop more positive relationships with peers, teachers and their parents; 2.) mentors will be better equipped to provide students with the support they need; and 3.) parents will be better equipped to support their children. <p>Supporting research: Education Research Overview (April 2011) and San Diego Education Research Overview (January 2012) by the United Way of America</p>
<p>Who is served? <i>What is the Target Group or population you want to reach with this program or project? (youth, seniors, adults etc.)</i></p>	<p>Children ages 8 - 12 Youth ages 12 - 18</p>
<p>Inputs : <i>Identify the specific resources you have available for this program or to complete the project.</i></p>	<ul style="list-style-type: none"> • Staff • Volunteers • Money • Materials • Equipment

	<ul style="list-style-type: none"> • Technology • Partners • Information
<p>Outputs: Identify the specific Activities and processes you will use to work toward your program or project goals.</p>	<p>Group work supplemented by one on one activity as required including working with individual families, the school and community as a whole, and <i>Safe and Caring Schools Initiative</i>.</p> <ul style="list-style-type: none"> • Community Volunteering • Interactive Activities that promote relationship building and self-esteem
<p>Outputs: <i>Who will you reach (students, volunteers, seniors etc.)</i></p>	<p>Will be collecting the following data to report at the end of the year.</p> <ul style="list-style-type: none"> # of youth # of volunteers # of volunteer hours related to this FCSS initiative # of activities # of Guest Presentations-RCMP and Local Business People <p>Topics Covered in the presentation</p> <p>If partners are involved:</p> <ul style="list-style-type: none"> # of partners List of Partners <p>Consider collecting other information relevant to this program/project:</p> <ul style="list-style-type: none"> # of new participants # of individuals served by age category
<p>FCSS Overarching Goal <i>FCSS programs must be of a preventative nature that enhances the social well-being of individuals</i></p>	<p>FCSS enhances the social well-being of individuals, families and community through prevention.</p>

and families through promotion or intervention strategies provided at the earliest opportunity. How does this program or project contribute?

Program Name	Outcome Statement:	Measure: Question On the Survey	Measures Bank Numbers:	Alignment with the FCSS Outcomes Model: Chart of Outcomes and Indicators:	Data to be collected and reported on the Year End Summary Report after surveying	Strategic Direction
Afterschool Program	Youth get support from other people	I know more adults that I can go to when I need help	PM1	Individuals: Outcome 3: Children and youth develop positively. Indicator: Support DA #3 Other adult relationships	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Afterschool Program	Youth develop positive identities.	I feel good about myself.	PM5	Individuals: Outcome 3: Children and youth develop positively. Indicator: Positive Identities. DA #38 Self-esteem	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD1 help people develop independence, strengthen coping skills and become more resistant to crisis
Afterschool Program	Youth get support from other people.	I know I can count on my friends to support me to do the right thing.	PM3	Individuals: Outcome 3: Children and youth develop positively. Indicator: Boundaries & Expectations DA #15 Positive peer influence	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Afterschool Program	Youth develop social competencies	I am good at telling others about my feelings.	PM8	Individuals: Outcome 3: Children and youth develop positively. Indicator: Social Competencies DA #33 - Interpersonal skills	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD1 help people develop independence, strengthen coping skills and become more resistant to crisis
Afterschool Program	Youth have positive relationships with others in	I feel supported by the staff/my mentor.	PM2	Individuals: Outcome 3: Children and youth develop positively. Indicator: Support	Total # of youth: # completing the tool: # completing measure:	SD3 help people to develop interpersonal and group skills which

	the neighbourhood / community.			DA #3: Other adult relationships	# experiencing a positive change: % of positive change:	enhance constructive relationships among people
Afterschool Program	Youth participate positively in their neighbourhood / community.	PM2	I spend time helping others in my neighbourhood/ community	Individuals: Outcome 3: Children and youth develop positively. Indicator: Empowerment DA #9: Service to others	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD5 provide supports that help sustain people as active participants in the community
Afterschool Program	Youth develop positive values.	PM6	I understand the potential consequences of my actions.	Individuals: Outcome 3: Children and youth develop positively. Indicator: Positive Values DA #31 Self-regulation/ Healthy lifestyle/ Restraint	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD4 help people and communities to assume responsibility for decisions and actions which affect them
Afterschool Program	Youth develop social competencies.	PM1	I take responsibility for my actions even when it is hard.	Individuals: Outcome 3: Children and youth develop positively. Indicator: Social Competence DA #33 - Interpersonal skills	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD4 help people and communities to assume responsibility for decisions and actions which affect them
Afterschool Program	Youth develop positive identities	PM9	I am good at problem solving.	Individuals: Outcome 3: Children and youth develop positively. Indicator: Positive Identity DA #38 Self-esteem	Total # of youth: # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD1 help people to develop independence, strengthen coping skills and become more resistant to crisis

NOTE:

Financials: A complete Engagement Review or Audited statement for your entire organization must accompany this report.

PROPOSED BUDGET For this FCSS Project Estimated 2018	
REVENUE:	
Bashaw FCSS Grant Funding	\$ 20,695.00
Other Funding Sources- Donations	
Fed. Grants	
Total Revenue:	\$20,695.00
EXPENDITURES:	
Program/Project Materials	\$9,775.00
Office Supplies	\$450.00
Advertising/Promotions	\$570.00
Telephone/Postage/copying	\$1,400.00
Covid 19 supplies	\$500.00
Other Costs: Nutritional expenses	\$500.00
Administration/Coordination	\$4,000.00
Program Coordinator & Rev Canada Remit <i>[if applicable]</i>	\$3,500.00
Total Expenditures	\$20,695.00
Surplus (Deficit)	0

Declaration of Applicant

I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

(<http://humanservices.alberta.ca/family-community/14876.html>):

I acknowledge that should this application be approved, I/we will be required to enter into this funding agreement in its entirety.	
Print Name	
Authorized Signature	
Date Signed	
Date submitted to Town of Bashaw	
Please keep a copy of this application for your records along with supporting financials. This report will coincide with the Year End Summary.	

Forward completed application to: Town of Bashaw

Contact: CAO Theresa Fuller **Email:**
Phone:

FOR OFFICE USE ONLY

Date Received:	\$ Amount Approved:
By Mail:	Date Approved:
By Email	Notes/Special requests or comments
	Future Recommendations

Bashaw FCSS Year End Summary Report

Indirect Program

Program Name: Social Programming for Children and Youth

Date: 2020

Bashaw Youth Drop In Foundation

Primary Target Population Total # of Children & Youth Participants served in a year: 20

of volunteers: 7 # of volunteer hours: 14

Volunteer involvement related to this program only: (if applicable)

Outcome Statement	Measure:	Measures Bank Number:	Alignment with FCSS Outcomes Model: Chart of Outcomes and Indicators:	Data [from each measure] to report after you survey	Strategic Direction
Youth get support from other people	I know more adults that I can go to when I need help	PM1	Individuals: Outcome 3: Children and youth develop positively. <i>Indicator: Support</i> DA #3 Other adult relationships	Total # of youth: 20 # completing the tool: 20 # completing measure: 20 # experiencing a positive change: 15 % of positive change: 75%	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Youth develop positive identities.	I feel good about myself.	PM5	Individuals: Outcome 3: Children and youth develop positively. <i>Indicator: Positive Identities.</i> DA #38 Self-esteem	Total # of youth: 20 # completing the tool: 20 # completing measure: 20 # experiencing a positive change: 13 % of positive change: 65%	SD1 help people develop independence, strengthen coping skills and become more resistant to crisis
Youth get support from other people.	I know I can count on my friends to support me to do the right thing.	PM3	Individuals: Outcome 3: Children and youth develop positively. <i>Indicator: Boundaries & Expectations</i> DA #15 Positive peer influence	Total # of youth: 20 # completing the tool: 20 # completing measure: 20 # experiencing a positive change: 13 % of positive change: 65%	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people

Youth develop social competencies	I am good at telling others about my feelings.	PM8	Individuals: Outcome 3: Children and youth develop positively. Indicator: Social Competencies DA #33 - Interpersonal skills	Total # of youth: 20 # completing the tool:20 # completing measure:20 # experiencing a positive change:14 % of positive change:70%	SD1 help people develop independence, strengthen coping skills and become more resistant to crisis
Youth have positive relationships with others in the neighbourhood/ community.	I feel supported by the staff/my mentor.	PM2	Individuals: Outcome 3: Children and youth develop positively. Indicator: Support DA #3: Other adult relationships	Total # of youth: 20 # completing the tool:20 # completing measure: 20 # experiencing a positive change:16 % of positive change:80%	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Youth participate positively in their neighbourhood/ community.	I spend time helping others in my neighbourhood/ community	PM2	Individuals: Outcome 3: Children and youth develop positively. Indicator: Empowerment DA #9: Service to others	Total # of youth: 20 # completing the tool:20 # completing measure: 20 # experiencing a positive change:14 % of positive change:70%	SD5 provide supports that help sustain people as active participants in the community
Youth develop positive values.	I understand the potential consequences of my actions.	PM6	Individuals: Outcome 3: Children and youth develop positively. Indicator: Positive Values DA #31 Self-regulation/ Healthy lifestyle/ Restraint	Total # of youth: 20 # completing the tool: 20 # completing measure: 20 # experiencing a positive change:16 % of positive change:80%	SD4 help people and communities to assume responsibility for decisions and actions which affect them
Youth develop social competencies.	I take responsibility for my actions even when it is hard.	PM1	Individuals: Outcome 3: Children and youth develop positively. Indicator: Social Competence DA #33 - Interpersonal skills	Total # of youth: 20 # completing the tool:20 # completing measure: 20 # experiencing a positive change:15 % of positive change:75%	SD4 help people and communities to assume responsibility for decisions and actions which affect them

Youth develop positive identities	I am good at problem solving.	PM9	Individuals: Outcome 3: Children and youth develop positively. Indicator: Positive Identity DA #38 Self-esteem	Total # of youth: 20 # completing the tool:20 # completing measure: 20 # experiencing a positive change:14 % of positive change:70%	SD1 help people to develop independence, strengthen coping skills and become more resistant to crisis
Additional Information					
Identify Measurement Tool(s) Used:		When Measurement Tool(s) Used: Post-Only : After Activities			
Continuous Quality Improvement:					
After analyzing the information, should we continue with this program? Why or why not? Due to enhanced programming, children and Youth have increased self-esteem.	Describe Changes to be made (if any): More presentation about getting along with others, and being the best you can be will be scheduled into the upcoming year.	Describe the Successes of the program The community has identified that children and youth have been observed helping out more, being polite, having confidence in completing tasks asked of them.			

ACTUAL BUDGET for FCSS project 2018	
REVENUE:	
Bashaw FCSS Grant Funding	\$ 10000.00
Other Funding Sources	\$
	\$
Total Revenue:	\$10000.00
EXPENDITURES:	
Program/Project Materials	\$ 3,700.00
Speaker/Presenter Expenses	\$
Advertising/Promotions	\$
Telephone/Postage/copying	\$
Other Costs: Covid	\$ 800.00

Date Received:	<input type="checkbox"/> By Mail <input type="checkbox"/> By Email <input type="checkbox"/> Hand Delivered	Future Recommendations: Other Notes:
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SUBMIT COMPLETED YEAR END SUMMARY REPORT TO:

Please:

1. Submit one original signed copy of the Year End Summary Report (via mail or drop-off at the office)

The deadline for submitting this Year End Summary Report is **January 31, 20** _____ (of the following year)

Bashaw Youth Foundation
Profit & Loss Standard
January through December 2020

	<u>Jan - Dec 20</u>
Ordinary Income/Expense	
Income	
Birthday Party	50.00
Casino	22,708.62
christmas gala	
hall deposit	500.00
returns	85.00
Total christmas gala	<u>585.00</u>
donations	70.00
FCSS	15,000.00
Fundraiser	
raffles	1,400.00
Total Fundraiser	<u>1,400.00</u>
Gov. Grants - Prov.	912.00
Program Fees	
Day Drop-In	251.00
Total Program Fees	<u>251.00</u>
Total Income	40,976.62
Expense	
Administration Wages	25,743.27
Advertising	25.00
covid-19	829.40
Education, Training for Staff	141.75
Fundraiser Expenses	
casino	1,630.00
Total Fundraiser Expenses	<u>1,630.00</u>
Insurance	1,745.15
Membership Fees	137.00
MERCs	4,376.23
Office Supplies	363.20
Program Expenses	142.80
raffles	1,055.00
Reviewing Engagement	52.00
Utilities	
tel and internet	2,259.41
Total Utilities	<u>2,259.41</u>
Total Expense	<u>38,500.21</u>
Net Ordinary Income	<u>2,476.41</u>
Net Income	<u><u>2,476.41</u></u>

Bashaw Youth Foundation
Balance Sheet Summary
As of 31 December 2020

	<u>31 Dec 20</u>
ASSETS	
Current Assets	
Chequing/Savings	100,699.95
Total Current Assets	<u>100,699.95</u>
TOTAL ASSETS	<u>100,699.95</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	-1,846.27
Total Current Liabilities	<u>-1,846.27</u>
Total Liabilities	-1,846.27
Equity	102,546.22
TOTAL LIABILITIES & EQUITY	<u>100,699.95</u>



Charlene Brosinsky

P.O. Box 242, Bashaw, AB T0B 0H0 | 780-372-2426 |

pcbrosinsky@xplornet.com

July 8, 2021

Angela Richardson
Executive Director
Bashaw Youth Centre
P.O. Box 255
Bashaw, AB T0B 0H0

Dear Angela,

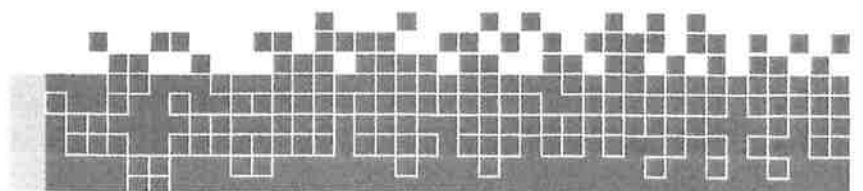
This letter confirms that I completed an audit of the Bashaw Youth Centre's financial records in July 2021. Payroll, expenses, Servus Credit Union statements and revenue was reviewed.

Your organization is greatly appreciated. Thank you for caring about the safety of myself and yourself, as well as others, by ensuring the current Alberta pandemic restrictions and recommendations are followed while I visited the Bashaw Youth Centre to do the audit.

All financial records appear to be in order.

Kind regards,

Charlene Brosinsky



Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	January 17, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.1 Canadian National Railway 2022 Crossing Maintenance - Update

Background/Proposal:

Council questions have been forwarded to the Sr. Officer as per council request.

We received an apology stating there was an error, and subsequent revised quote has been included.

We have received correspondence from Tyler Banick, Manager, Public Affairs, Corporate services with CN. There is a detailed response to many of our questions. It may be advisable to arrange to meet/chat with them and discuss further concerns.

Discussion/Options/Benefits/Disadvantages:

Correspondence as attached.

Costs/Source of Funding (if applicable)

We may be responsible for our portion of the enlarged crossing, and we can determine the repair material.

Applicable Legislation:

MGA 245

Council must adopt a capital budget for each calendar year.

Recommended Action:

If council has additional questions, it may be advisable to chat with them.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

December 20, 2021

Questions Presented from Bashaw Town council to CN, as per Council Request:

Bashaw Town council reviewed the information you provided and had the following questions:

CN:

- CN repeatedly uses the word 'rehabilitation' throughout its letter to us. The original agreement does not use this word nor define it. Is rehabilitation the same as maintenance? If yes, why not say maintenance? If not, then why are we paying, given item 8 of the agreement?
- CN references the *Guide to Railway Charges*. Why is it charging 110% overhead on labour when that exceeds the *Guide*?
- Is this work the result of new *Grade Crossing Regulations* [imposed by the Federal Government](#)? As the Road Authority has the Federal Government sent correspondence to the Town (since 2014)?
- Does item 4 in the original agreement not indicate cost sharing of such work? And aren't rail ties, track ballast, rail, etc components covered 100% by CN under this section?
- Is our agreement [in line with other agreements](#)? If not, should we attempt to renegotiate?
- Is our agreement [superseded](#) by the new legislation?

For crossings on public roads, road authorities would be responsible for the following:

- **The design, construction and maintenance of the road approaches.**
- **Maintaining traffic control devices, except for the maintenance of a stop sign that is installed on the same post as the railway crossing sign.**
- **The design of the crossing surface.**
- **Maintaining sight-lines on lands where the road is situated, and on land in the vicinity of the grade crossing.**

Thank you, we look forward to the information.

Sincerely,

January 4, 2022

Email Sent from: Manager, Public Affairs | Corporate Services - CN

Afternoon Theresa, hope you had a good holiday.

I wanted to share some info with you and offer my colleagues in Public Works to meet with you to clarify if so required. I am told that Kyle will reissue the notices and revise the estimate accordingly as the cost proportion of the crossing reconstruction is 50% CN and 50% RA (Bashaw) and was not reflective in the original notice.

Furthermore, we recently sent out notices of recoverable crossing projects for the 2022 construction season. The material sent out is an estimate, not an invoice. The work hasn't been performed and material hasn't been ordered as of yet. However we are obliged to give notice of the work and cost proportion to allow the Road Authority (RA Town of Bashaw) to make allowances for the project (costs, highway traffic management plans, etc.).

Attached to the estimate is the Agreement for the location. In the past, the Road Authority may have been fortunate enough not to have been traced for maintenance costs, however this would not change the responsibility detailed in the agreement.

Road crossings deteriorate from regular road traffic, so specialist material is used at a crossing location to mitigate the additional loads. The rail material in addition to the crossing surface material are a single structure. The rail material and ballast act as the foundation to a solid crossing surface. In time this degrades to the point where a full rehab is required. CN Track Engineering Supervisor and his team have determined that this location is overdue for a reconstruction.

When our Public Works team reviewed the agreement, it looks like there was indeed an error determining the crossing was 100% the responsibility of the RA. The crossing was widened in 1998. From the files I see the crossing was initially a 20ft crossing that was subsequently widened to a 40ft crossing. This was to allow for 2 lanes of traffic at the towns request.

The below is been snap shot from the 1998 agreement (attached). The reconstruction of the portion that was initially the responsibility of CN from the 1980 agreement 360-M-1974 (20ft) would be paid for by CN. However, as the crossing was widened in 1998 and the RA (Bashaw) was the proponent and would be responsible for the maintencae cost of the additional 20ft portion. The cost proportion of the crossing reconstruction is 50% CN and 50% RA (Bashaw).

The crossing surface is currently wooden planks. **If the town wished to upgrade to a premium crossing such as asphalt or concrete pads , then the full cost of that installation and material would be the responsibility of the RA (as per clause 5 of the agreement).** CN would source the concrete pads, however if the RA decided on an asphalt solution CN would source the rubber seal for the flange ways and the town would be responsible for sourcing the paving crew. The RA determines the design of the crossing surface material. If they wished to stick with the current wooden planks, CN would be responsible for the cost of the material.

4. **The cost of maintaining the crossing surface as defined in Appendix I, within the width of the original highway right-of-way shall be paid by the Railway. The cost of maintaining the crossing surface as defined in Appendix I, beyond the width of the original highway right-of-way shall be paid by the Road Authority.**
5. **All costs associated with the installation and maintenance of a premium crossing surface beyond the costs of the Railway's standard planked surface shall be paid by the Road Authority.**

The road approaches would be the responsibility of the RA. When the crossing is reconstructed, the paving approaches will need to be repaired/ patched accordingly. It is the standard practice that the RA will pave the approaches. Usually the same day of the following day after construction. In addition the RA is responsible for managing traffic during construction.

We do recognise that there is indeed a significant cost associated with a crossing project and can work with you in regards to a payment plan. Ultimately the defective crossing will be repaired in 2022 regardless to satisfy the Transport Canada Grade Crossing Regulations. Crossing safety is the responsibility of both the Railway and the Road Authority.

I hope this helps



ARRÊTÉ N° 1998-AGR-492

ORDER NO. 1998-AGR-492

le 21 août 1998

August 21, 1998

RELATIF à une entente entre la Compagnie des chemins de fer nationaux du Canada (ci-après la compagnie de chemin de fer) et la Ville de Bashaw conformément au paragraphe 101(2) de la *Loi sur les transports au Canada*, L.C. (1996), ch. 10 (ci-après la LTC), concernant la relocalisation du franchissement routier où se croisent la 54^e Avenue et la subdivision Camrose (point milliaire 84,04), dans la ville de Bashaw, dans la province d'Alberta.

IN THE MATTER OF an agreement between the Canadian National Railway Company (hereinafter the railway company) and the Town of Bashaw pursuant to subsection 101(2) of the *Canada Transportation Act*, S.C., 1996, c. 10 (hereinafter the CTA), relating to the relocation of the road crossing at 54th Avenue and mileage 84.04 Camrose Subdivision, in the town of Bashaw, in the province of Alberta.

Référence n° R 8050/363-084.04

File No. R 8050/363-084.04

Le 16 juillet 1998, l'Office des transports du Canada (ci-après l'Office) a reçu une lettre de la compagnie de chemin de fer en date du 14 juillet 1998 à laquelle était jointe une copie de l'entente qu'elle a conclue avec la Ville de Bashaw relativement aux travaux visés dans l'intitulé.

On July 16, 1998, the Canadian Transportation Agency (hereinafter the Agency) received a letter from the railway company dated July 14, 1998, which enclosed a copy of an executed Agreement entered into by the railway company and the Town of Bashaw with respect to the work set out in the title.

Conformément au paragraphe 101(2) de la LTC, l'entente susmentionnée est assimilée à un arrêté de l'Office autorisant la construction ou l'entretien d'un franchissement, ou répartissant les coûts afférents, comme le prévoit l'entente.

Pursuant to subsection 101(2) of the CTA, the above-noted Agreement becomes an Order of the Agency authorizing the parties to construct or maintain the crossing, or apportioning the costs, as provided for in the Agreement.

Par conséquent, conformément au paragraphe 101(2) de la LTC, l'entente susmentionnée constitue un arrêté de l'Office ayant pris effet le 16 juillet 1998.

Accordingly, pursuant to subsection 101(2) of the CTA, the above-noted Agreement is an Order of the Agency as of July 16, 1998.

(signature)

(signed)

Marie-Paule Scott, c.r. - Q.C.
Secrétaire Secretary

Canada



CROSSING AGREEMENT

THIS AGREEMENT effective as of the 1st day of May, ONE THOUSAND NINE HUNDRED AND NINETY SEVEN.

BETWEEN:

CANADIAN NATIONAL RAILWAY COMPANY
(hereinafter called the "Railway")

- and -

TOWN OF BASHAW
in the Province of Alberta
(hereinafter called the "Road Authority")

WHEREAS Order No. 24452 of the Board of Railway Commissioners, dated November 17, 1915, authorized the Department of Public Works for Alberta, to construct a crossing at grade across the right-of-way and track of the Railway in the Southeast Quarter of Section 4, Township 42, Range 21, West 4th Meridian (now known as mileage 84.00 on the Camrose Subdivision), in the Town of Bashaw, in the province of Alberta;

AND WHEREAS Order No. R-30489 of the Canadian Transport Commission, dated March 18, 1980, authorized the Town of Bashaw, to relocate the said crossing from Mileage 84.00 on the Camrose Subdivision to mileage 84.04 on the Camrose Subdivision, in the Town of Bashaw, in the province of Alberta;

AND WHEREAS Order No. WDR-00952 of the Canadian Transport Commission, dated December 1, 1982, amended Order No. R-30489 of the Canadian Transport Commission, dated March 18, 1980;

AND WHEREAS it is the Road Authority's intent to revise the existing Plan No. 0005-905-1 dated October 1979 with Plan No. 0005-905-1, Revision dated April 4, 1997, (hereinafter the Plan);

AND WHEREAS all previous orders pertaining to the said crossing will be superseded by this Agreement;

AND WHEREAS the Town of Bashaw, is the senior party at the existing location;

NOW THEREFORE THIS AGREEMENT WITNESSES THAT, in consideration of the mutual covenants and agreements herein and subject to the terms and conditions set out in this agreement, the parties agree as follows:

1. The Road Authority will carry out the work as shown on the Plan, and in accordance with Railway requirements respecting safe railway operations. Prior to the commencement of construction, the Road Authority or any agent acting on its behalf will sign the Railway's standard indemnity form as it pertains to the construction.
2. The parties are required to fulfill their respective obligations under the *Railway Safety Act*. For the purposes of the *Railway Safety Act*, the Road Authority is considered to be the proposing party for this project.
3. The cost of reconstructing and maintaining the highway approaches to the crossing shall be paid by the Road Authority.

4. The cost of maintaining the crossing surface as defined in Appendix I, within the width of the original highway right-of-way shall be paid ^{by} the Railway. The cost of maintaining the crossing surface as defined in Appendix I, beyond the width of the original highway right-of-way shall be paid by the Road Authority.
5. All costs associated with the installation and maintenance of a premium crossing surface beyond the costs of the Railway's standard planked surface shall be paid by the Road Authority.
6. All initial and on-going sight line clearing is to be in accordance with Transport Canada Railway Safety Directorate Guidelines G-4A (or any subsequent amendment thereof). Each party will be responsible for the physical work associated with the sight line clearing of their own property. The physical work associated with the sight line clearing of private property shall be the responsibility of the Railway. Costs associated with the sight line clearing of railway property shall be paid by the Railway. Costs associated with the sight line clearing of Road Authority property shall be paid by the Road Authority. Costs associated with the sight line clearing of private property shall be paid by the Railway.
7. The Railway shall prepare all accounts using rates as stipulated in the latest "Schedule A" Directives as issued by the Canadian Transportation Agency. However, should the Canadian Transportation Agency discontinue publishing same, then the accounts shall be based on actual costs plus applicable railway overheads.
8. If at any time during the continuance of this agreement either party wishes to widen, relocate, narrow or otherwise upgrade (the "reconstruction") the crossing, the terms associated with the reconstruction will be agreed to by the parties by means of a written agreement between them.
9. This agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and all applicable federal laws and regulations.
10. This agreement is not assignable without the prior written consent of both parties which consent will not be unreasonably withheld. Notwithstanding the above, in the event of the transfer of its line for continued operations, the Railway will have the right to assign this agreement to any subsequent owner.
11. This agreement shall become effective on the date appearing on page 1 of this agreement shall continue until either the Railway discontinues its operations, or the Road Authority closes the Highway, at this location, or upon the written consent of both parties.
12. Upon termination of this agreement, unless terminated by a crossing relocation or reconstruction the terms of which are to be set out in a subsequent agreement, the Road Authority, as initiator of the existing crossing, shall be responsible for all future costs associated with the existence of the crossing, including the costs of maintaining the crossing or dismantling the crossing and restoring the Railway and Road Authority property to its original or mutually agreed upon condition.
13. Notwithstanding the termination of this agreement, unless terminated by a crossing relocation or reconstruction, the obligations of the Road Authority as to Clause 12 set forth in this agreement shall survive any such termination and shall remain in force until discharged.
14. Upon execution, the Railway may file this agreement with the Canadian Transportation Agency.
15. If either party fails, at any time, to fulfill its obligations provided in the present agreement, the other party, at its option, may upon reasonable notice, undertake the necessary measures to ensure safety, at the risk and expense of the defaulting party.

16. Any dispute relating to the working and interpretation of the clauses in this agreement will be resolved in accordance with the arbitration act of the province in which the crossing is located.
17. The preamble to this agreement forms an integral part of the agreement.

IN THE WITNESS WHEREOF, the parties have caused the Agreement to be executed by their respective representatives hereunto duly authorized, as they declare, as of the date first above written.

CANADIAN NATIONAL RAILWAY COMPANY

[Signature]
(Title)

R M Laughlin
(Witness)

9 June 1998
(Date)

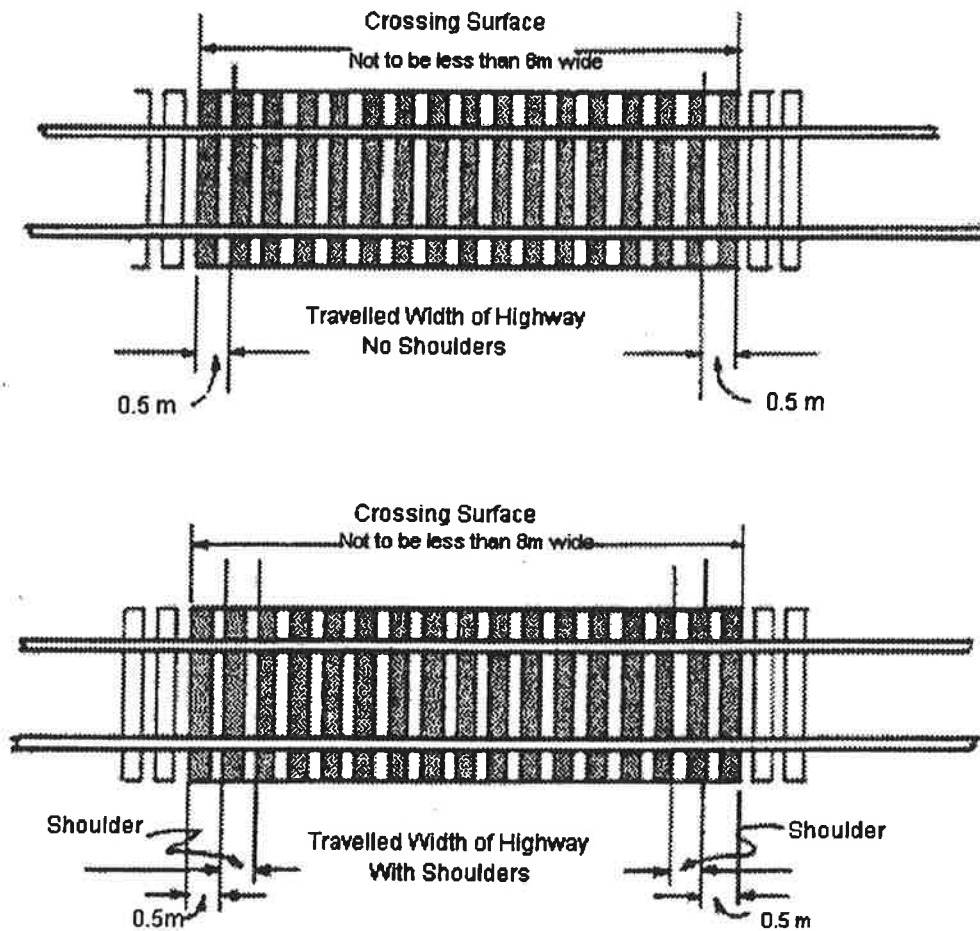
TOWN OF BASHAW

[Signature]
(Title) *(Mayor)*

[Signature]
(Witness)

June 4, 1997
(Date)

Appendix I



"crossing" means any railway crossing of a highway at grade or any highway crossing of a railway at grade, but does not include highway or railway approaches to a crossing surface;

"crossing surface" means the planking, pavement or other suitable material placed between the rails and to the ends of the ties for the full width as illustrated above and specified below:

Crossing surface requirements:

When a crossing other than a pedestrian crossing is constructed, the crossing surface shall be in accordance with the diagrams set out in Schedule 1 and shall have a width of

- (a) 8 m. or
- (b) the width of the highway and shoulders plus .5 m on each side of the highway and shoulders as measured at the approaches to the crossing, whichever is the greater.

Note: These distances shall be measured at right angles to the centre line of the highway.

Subject: RE: 2022 CN Rail Public Crossing Rehab - 53 Ave

Good Day,

Please accept my apologies as I sent the wrong information to the Town of Bashaw in regards to cost etc.

The estimate I sent in late 2021 was for a premium crossing surface (concrete) which the town has the choice to either choose the premium surface at 100% cost to the town or go with the wood planks (current material) and the cost would be split 50% Bashaw and 50% CN per the Board Order.

Please note that the lifespan of concrete or hardwood panels last around 8-12 years while the wood planks last 2-3 years.

I have attached the cost estimate for the standard wood plank crossing. Please let me know what surface the Town would like to go with and then we can set up a call to discuss.

Thanks

Sr. Officer – Alberta & Saskatchewan
CN Public Works - West



DETAILED COST ESTIMATE

DATE: 05-Jan-22
MILEPOST: 84.04
LOCATION: 54 Ave
DESCRIPTION: CTA Construction

REFERENCE: Bashaw
SUBDIVISION: Camrose
PROVINCE: AB

PROJECT DESCRIPTION:
Crossing Rehab

MATERIAL				20,673.16
<i>Material Overheads</i>	18%	on	20,673	3,721.17
				<hr/>
				\$ 24,394.33
LABOUR & EQUIPMENT				
Labour M/W				2,496.00
Equipment				
<i>Labour Overheads</i>	110%	on	2,496	2,752.34
				<hr/>
				\$ 5,248.34
OTHER				
Contractor				10,000.00
Contractor Equipment				0.00
LOA				0.00
Miscellaneous Costs				
<i>Other Overheads</i>	3%	on	10,000	300.00
				<hr/>
				\$ 10,300.00
				<hr/>
			TOTAL ESTIMATED COST	\$ 39,500.00
			Town of Bashaw Portion 50%	\$ 19,750.00

ANNUAL COST OF MAINTENANCE AND OPERATION WILL BE IN ACCORDANCE WITH PARTIES SUBJECT TO G.S.T. WILL HAVE 5% G.S.T. APPLIED TO THEIR COSTS. ESTIMATE IS BASED ON WORK DURING FROST-FREE GROUND CONDITIONS. BILLING WILL INCLUDE THE ACTUAL U.S. EXCHANGE RATE PAID. ESTIMATE IS VALID UNTIL DECEMBER :31, 2022

Western Canada

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	January 17, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Bashaw Fire Department Alberta Emergency Alert Designate

Background/Proposal:

Conversation with Fire Chief Dustin Hemingson, he has put forward a request of Council to change the Alberta Emergency Alert Designate from him to Dennis Jones.

Dennis Jones continues to be an active volunteer on the Bashaw Fire Department.

Discussion/Options/Benefits/Disadvantages:

Within the Fire Chief role, it is anticipated that he would be occupied with assisting in emergency response, vs being available to provide notification.

Costs/Source of Funding (if applicable)

Dennis Jones continues to be a volunteer on the Bashaw Fire Department. There would not be remuneration for this responsibility.

Applicable Legislation:

MGA, Bylaw 793 – 2019

Recommended Action:

Administration recommends:

MOVED BY _____ to appoint Dennis Jones as an Alberta Emergency Alert Designate for the Town of Bashaw, to replace Fire Chief Dustin Hemingson.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

**TOWN OF BASHAW
MONTHLY STATEMENT
December 31, 2021**

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
BALANCE AT END OF PREV MONTH	\$ 521,615.76	\$ 949,507.86	\$ 1,471,123.62
RECEIPTS FOR THE MONTH	\$ 24,322.75		\$ 24,322.75
ALBERTA DIRECT DEPOSIT	\$ 15,651.72		\$ 15,651.72
TAX RECOVERY			\$ -
CCUBC /ROYALJATB /DEBIT- PAYMENTS	\$ 31,775.36		\$ 31,775.36
SERVUS CREDIT UNION - INTEREST	\$ 210.03		\$ 210.03
			\$ -
TERM INTEREST		\$ 312.17	\$ -
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
SUB-TOTAL	\$ 593,575.62	\$ 949,820.03	\$ 1,543,395.65
DISBURSEMENTS FOR THE MONTH	\$ 264,229.99		\$ 264,229.99
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 39.18		\$ 39.18
BANK CONFIRMATION FEE	\$ -		
			\$ -
SCHOOL PAYMENT	\$ 58,250.39		
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
BALANCE AT END OF MONTH	\$ 271,056.06	\$ 949,820.03	\$ 1,220,876.09
BANK BALANCE AT MONTH END	\$ 415,204.06	\$ 949,820.03	\$ 1,365,024.09
OUTSTANDING DEPOSITS	\$ 852.16		\$ 852.16
OUTSTANDING DEPOSITS - Servus	\$ 336.16		\$ -
OUTSTANDING DIR DEPOSITS			
SUB-TOTAL	\$ 416,392.38	\$ 949,820.03	\$ 1,366,212.41
LESS OUTSTANDING CHEQUES	\$ 145,336.32		\$ 145,336.32
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
BALANCE AT END OF MONTH	\$ 271,056.06	\$ 949,820.03	\$ 1,220,876.09

THIS STATEMENT SUBMITTED TO COUNCIL

January 17, 2021

MAYOR

TOWN MANAGER

System: 2022-01-05 11:47:57 AM
User Date: 2021-12-31

Town of Bashaw
RECONCILIATION POSTING JOURNAL
Bank Reconciliation

Page: 1
User ID: Finance

Audit Trail Code: CMADJ00000284
Chequebook ID: CREDIT UNION
Description: Credit Union General Account

Bank Statement Ending Balance: \$415,204.06
Bank Statement Ending Date: 2021-12-31
Cutoff Date: 2021-12-31

Statement Ending Balance	\$415,204.06
Outstanding Cheques (-)	\$145,336.32
Deposits in Transit (+)	\$1,188.32

Adjusted Bank Balance	\$271,056.06

Chequebook Balance as of Cutoff	\$271,056.06
Adjustments	\$0.00

Adjusted Book Balance	\$271,056.06

Difference	\$0.00
	=====

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	January 17, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 Land Sales Funds – Transfer to Reserve

Background/Proposal:

The Town of Bashaw has sold two properties in 2021. Lot 18 located across the alley from the Bashaw Seed Cleaning Plant and Lot 8 beside Bashaw Farm and Building Supply.

Lot 18	\$ 26, 190.48
Lot 8	\$ 28, 571.43
Total	\$ 54, 761.91

Discussion/Options/Benefits/Disadvantages:

Previous councils preferred to transfer the funds into a reserve. Administration is presenting the information for council consideration.

Costs/Source of Funding (if applicable)

2021 Land Sales Funds

Applicable Legislation:

MGA – Section 250 – Authorized investments.

Recommended Action:

Attached is the Reserve listing from the 2020 Audited Financial Statement. The recommendation would be to invest the funds into the Subdivision, land and development reserve. Council could choose to invest in whichever their preference.

MOVED BY _____ to transfer 2021 Land Sales Funds in the amount of \$ 54, 800.00 from our general operating account to Restricted for Capital, Subdivision, land and Development.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

TOWN OF BASHAW

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2020

12. RESTRICTED SURPLUS

	2019	Increases	Decreases	2020
Restricted for Operating:				
Administration	\$ 10,536	\$ -	\$ -	\$ 10,536
Cemetery	22,102	-	-	22,102
Culture	34,024	-	30,380	3,644
Fire	6,206	-	-	6,206
Parks	14,276	-	-	14,276
Roads and streets	66,850	-	59,007	7,843
Water	13,525	-	5,085	8,440
Waste water	5,645	-	-	5,645
	<u>173,164</u>	<u>-</u>	<u>94,472</u>	<u>78,692</u>
Restricted for Capital:				
Administration	35,802	-	-	35,802
Airport	5,706	-	-	5,706
Cemetery	10,544	-	-	10,544
Culture	31,738	-	-	31,738
Emergency services	4,684	-	-	4,684
Parks	30,795	-	-	30,795
Recreation	8,295	-	-	8,295
Roads, streets and equipment	241,260	-	179,903	61,357
Subdivision, land and development	143,330	-	-	143,330
Tourism	3,659	-	-	3,659
Water infrastructure	111,692	-	-	111,692
Wastewater infrastructure	31,921	-	-	31,921
	<u>659,426</u>	<u>-</u>	<u>179,903</u>	<u>479,523</u>
Total	\$ <u>832,590</u>	\$ <u>-</u>	\$ <u>274,375</u>	\$ <u>558,215</u>

13. EQUITY IN TANGIBLE CAPITAL ASSETS

	2020	2019
Tangible capital assets (Schedule 2)	\$ 20,446,515	\$ 20,164,137
Accumulated amortization (Schedule 2)	<u>(9,075,680)</u>	<u>(8,710,192)</u>
	\$ <u>11,370,835</u>	\$ <u>11,453,945</u>

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	January 17, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.5 Lift Station Grinder Funds – Transfer to Reserve

Background/Proposal:

In 2019 there was a lift station grinder that purchased to replace the existing failing grinder. Reserve funds were accessed to purchase it.

The Town of Bashaw Budgets for 2020 and 2021 included \$5,000.00 each year; to replenish the Wastewater reserve. Therefore, \$10,000.00 is available within our operating account to be transferred.

Discussion/Options/Benefits/Disadvantages:

Having reserve funds accessible for repairs is advisable.

Costs/Source of Funding (if applicable)

Accumulated funds within the operating account, which were built into the 2020 and 2021 operating budgets.

Applicable Legislation:

MGA – Section 250 – Authorized investments.

Recommended Action:

Attached is the Reserve listing from the 2020 Audited Financial Statement. Council has the authority to choose their preference in reserve.

MOVED BY _____ to transfer \$10,000.00 from the operating account into the Restricted for operating Wastewater reserve.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

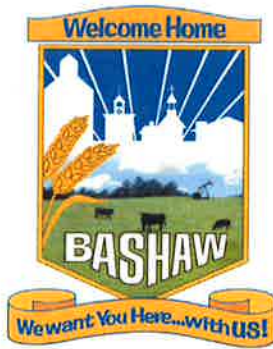
Additional research Requested:

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	January 17, 2022
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.6 Fire Department Gifts/donations – Transfer to Reserve

Background/Proposal:

The Fire Department has a Fire Fighter fund that accumulates funds. There is a policy in place that requires when the account surpasses \$5,000, they pass the funds to the Town to put into a reserve. Donations, etc. are also coded into this area, to be placed into the same reserve. 2020 Amount - \$3,150.00, and 2021 Amount - \$5,300.00 for a Total of \$8, 450.00.

Discussion/Options/Benefits/Disadvantages:

Having reserve funds accessible is advisable.

Costs/Source of Funding (if applicable)

Accumulated funds within the operating account, including submitted amounts from Fire Department, gifts and donations.

Applicable Legislation:

MGA – Section 250 – Authorized investments.

Recommended Action:

Attached is the Reserve listing from the 2020 Audited Financial Statement. Council has the authority to choose their preference in reserve.

MOVED BY _____ to transfer \$8, 450.00 from the operating account into the Restricted for operating Fire reserve.

Community Engagement Consideration:

Administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

Foreman's Report

January 17, 2022

Arena

- We had the furnace blower giving out causing the lines to the Olympia storage room to freeze. Fortunately, Action Plumbing and Heating had parts in stock, we were only down for a brief time.
- Nordic was called in to fix the IT link to the building operating system.

Wastewater

- Lift station one pump is now out for repairs; we should have it back the beginning of next week.

Streets

- Sanding and snow removal is ongoing. We have completed snow removal on all roads at least once.

Water

- The two-inch line servicing the fire hall was found to be leaking and needed repairs. This line has had similar problems in the past and is recommended we consider replacing it this spring.
- The water meter replacement program is on hold; till the warmer weather is consistent. Often through the water meter replacement, residents do not have shut off valves/or are non-functional valves within their home. Messing with service line and/or cc valves in the cold can lead to additional repairs.

Shop

- I am happy to inform you that all oil recycling has been cleaned up and a schedule for pickup twice a year is in place.
- The small Kubota 7610 tractor is out of service until we can purchase a replacement heater.

Respectfully yours,

Patrick Taylor



CHIEF ADMINISTRATOR'S REPORT
Submitted for January 17, 2022, Regular Meeting of Council

➤ Action List Items from December 20, 2021:

Highway 12/21 Regional Water Services Commission – Arrangements to meet with the Commission Chair and Manager are in process.

Photocopier Replacement – The replacement copier has been ordered and is scheduled for delivery January 17, 2022. The old copier has been sold.

Canadian National Railway 2022 Crossing Maintenance – Letter to Member of Parliament. Councillor McIntosh has generated the letter, it is scheduled to be forwarded to the MP shortly.

Local Small Businesses – Letter to MLA, outstanding.

Outstanding from Prior Meetings:

Deputy Director of Emergency Management – Notification has been completed.

Environmental 360 Waste Removal Contract – We anticipate information this month.

Bashaw Municipal Library – Notification has been completed.

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

Emergency Preparedness – Contact lists to be updated, and online access to Elected Official Training has been offered. Arrangements for Council members to have additional access beyond the dates offered; will be arranged.

Flush Truck – Data and use and costs is anticipated to be calculated shortly.

➤ CAO Activities/Meetings:

December 27, 2021, to January 3, 2022 – CAO out of the office

January 6, 2022 – Payroll meeting

January 10, 2022 – Staff Meeting

January 11, 2022 – Human Resources Meeting

January 13, 2022 – Alberta Public Sector Purchasing Webinar

January 14, 2022 – Elected Officials Emergency Operations Webinar

January 17, 2022 – New Municipal Treasurer starts, Copier delivery and training on Payroll

➤ Day to Day:

Items worked on:

Human resource follow up, generating council agenda package, and catching up on email communications.

We continue to have a public works staff absent; we are uncertain of their return date. We have hired a replacement staff on a month-to-month basis.

Administratively – Replacement Municipal Treasurer; Darlene Tucker starts on January 17, 2022. Retired Darlene Sinclair has agreed to continue on a contract basis to assist.

Water Reconciliation and pricing – is being worked on, however the information was not ready for council presentation.

Payroll – We are changing our payroll process, learning a new process to improve things moving forward. Past process; staff would receive an advance mid-month, and payment at the end of the month. With the new system, staff will be paid twice monthly, however be paid in real time with a cutoff date. This should eliminate additional payroll adjustments.

Year end Processes and Audit are ongoing this time of year.

Development research and follow up is also being completed.

Respectfully submitted,



Theresa Fuller, Chief Administrative Officer



Transportation

Office of the Infrastructure Manager
Central Region

401, 4920-51 Street
Red Deer, Alberta
Canada T4N 6K8

Telephone 403/340-5166
Fax 403/340-4810



File: 1560-BASH-WWP

January 5, 2022

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

Dear Mayor McDonald:

Re: Alberta Municipal Water/Wastewater Partnership

Please be advised that a grant in the amount of \$150,329.00 is being electronically transferred to the Town of Bashaw. This amount represents the final payment for the Lagoon Upgrade project, under the provincial component of the federal ICIP program.

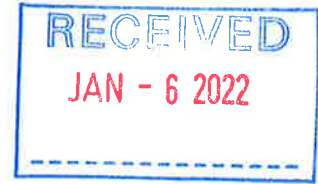
Please note that the federal payment will follow in the next number of months.

If you have any questions or concerns, please contact me at 403-340-5069.

We are pleased to assist you in this worthwhile endeavor.

Sincerely,

Denette Leask
Infrastructure Technologist



December 23, 2022

RE: Approved FortisAlberta 2022 Distribution Rates

As a follow up to our correspondence in September 2021, FortisAlberta has received approval from the Alberta Utilities Commission (AUC) for its distribution rates, effective January 1, 2022. In addition, the AUC has approved the Alberta Electric System Operator (AESO) 2022 tariff resulting in adjustments to the Base Transmission Adjustment Rider, the Quarterly Transmission Adjustment Rider and Balancing Pool Allocation. FortisAlberta collects and flows through all transmission and Balancing Pool costs billed by the Alberta Electric System Operator (AESO) as approved by the AUC.

The attached charts illustrate the estimated percentages and average changes for each rate class based on estimated consumption and demand between December 2021 and January 2022 on a distribution rate only basis and a bundled bill basis from your retailer. The bundled bill percentages indicated on the attached chart will vary slightly compared to the version you received in September, as it reflects the transmission rate rider adjustments. Additionally, in January most quotation packages will now breakdown project costs into three categories which are Construction (Labour, Equipment & Services), Materials and Engineering (Project Management & Administrative).

We thank you for the opportunity to advise you of these updates. Please feel free to contact me or your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Hunka".

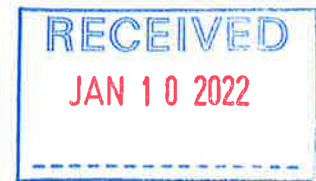
Dave Hunka
Manager, Municipalities
P: (780) 464-8311
C: (780) 868-7040
E: Dave.Hunka@FortisAlberta.com

CUSTOMER CONTRIBUTIONS SCHEDULES **

**Table 1
Maximum Investment Levels for Distribution Facilities
When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,677 per service
Rate 11 Residential Development	\$2,677 per service, less FortisAlberta's costs of metering and final connection
Rate 21 Farm and Rate 23 Grain Drying	\$6,072 base investment, plus \$869 per kVA of Peak Demand
Rate 26 Irrigation	\$6,072 base investment, plus \$966 per kW of Peak Demand
Rate 38 Yard Lighting	\$864 per fixture
Rate 31 Streetlighting (Investment Option)	\$3,125 per fixture
Rate 41 Small General Service	\$6,072 base investment, plus \$966 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,072 base investment, plus \$966 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$6,072 base investment, plus \$966 per kW for the first 150 kW, plus \$121 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$109 per kW of Peak Demand, plus \$120 per metre of Customer Extension

**Alberta Utilities Commission (AUC) Decision 26817-D01-2021, Dec. 15, 2021.
Maximum Investment Levels are reduced if the expected Investment Term is less than 15 years.



January 7, 2022

Via Email: registrar@cpsa.ab.ca

College of Physicians and Surgeons of Alberta
2700, 10020 100 Street NW
Edmonton, AB T5J 0N3

Attention: Dr. Scott McLeod, Registrar

Dear Dr. McLeod:

Re: Letter of Support for City of Cold Lake and Streamlining Foreign Physician Assessments

The Municipality of Crowsnest Pass Council fully supports the request by the City of Cold Lake to have the College of Physicians and Surgeons of Alberta consider streamlining the assessment process for physicians from outside of Canada but wish to extend this consideration be given to facilitate integration for those doctors in all communities in Alberta currently facing physician shortages.

Our current health crisis has clearly demonstrated the need for additional doctors to support and enhance caregivers that are overworked and stretched to capacity when there are many immigrant physicians sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated doctors are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

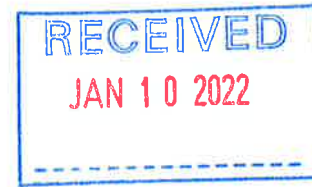
We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process by removing the significant barriers to becoming certified in our province.

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association



January 7, 2022

Via Email: carna@nurses.ab.ca

College & Association of Registered Nurses of Alberta
11120 178 Street
Edmonton, AB T5S 1P2

Dear Council:

Re: Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta

The Municipality of Crowsnest Pass Council respectfully requests that the College & Association of Registered Nurses of Alberta consider fast tracking immigrant nurses to qualify to work in Alberta in all communities currently facing nursing shortages.

Our current health crisis has clearly demonstrated the need for additional nurses to support and enhance our current caregivers that are overworked and stretched to capacity when there are many immigrant nurses sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated nurses are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process.

Sincerely,

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Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association