



**REGULAR MEETING OF COUNCIL
A G E N D A
Wednesday, August 23, 2023, 6:00 pm
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
 - 4.1 Camrose & Area Lodge Authority Annual Report – CEO, CAO, Carla Beck
5. APPROVAL OF MINUTES
 - 5.1 Minutes of the July 26, 2023, Regular Meeting of Council
6. CONSENT AGENDA
 - 6.1 Council Committee Report
 - 6.2 CAO Report
 - 6.3 Public Works Report
 - 6.3 Town of Bashaw July 31, 2023, Monthly Statement
 - 6.4 City of Camrose – Request for Letter of Support
7. NEW & UNFINISHED BUSINESS
 - 7.1 Camrose & Area Lodge Authority Annual Report
 - 7.2 Town Fire Truck Recommended Repairs
 - 7.3 Rogers Telecommunications Tower Lease Renewal – Discussion
 - 7.4 Majestic Theatre – Street Parking closure request
8. COMMITTEE REPORTS – action to be considered
9. CORRESPONDENCE ITEMS – Action to be considered
10. CLOSED MEETING OF COUNCIL
11. NOTICES OF MOTION
12. NEXT MEETING: September Meeting Dates – September 6 & 20, 2023 – 6:00 pm
13. ADJOURNMENT

2022

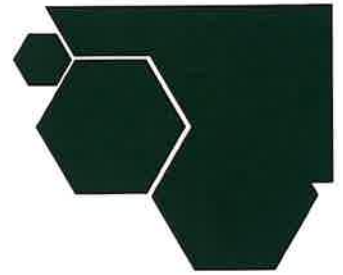


THE
BETHANY
GROUP

Camrose & Area Lodge Authority Annual Report

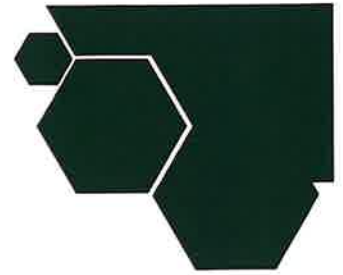


Prepared by
The Bethany Group



Our ongoing commitment to providing a Caring Community





Board Chair Message

On behalf of the Camrose and Area Lodge Authority, I am pleased to share our Annual Report to the community. CALA is proud to provide residents modern, safe and affordable supportive living in Camrose and to provide funding support to our partner The Bethany Group, for lodge living in Bashaw. It is an honor to serve the communities of the City of Camrose, the County of Camrose and the Town of Bashaw to ensure area seniors have the opportunity to live in the communities that they have long called home.

We hope this annual report reflects our commitment to a high-quality home environment for residents and prudent management of financial resources. I would also like to extend sincere thanks to our residents who, together with staff, actively participate and engage in activities that continue to build and enhance our lodge caring communities.

Agnes Hoveland

Board Chair

Camrose and Area Lodge Authority

2022 Board of Directors

Agnes Hoveland – Board Chair

Lucas Banack – Vice Chair

David Francoeur

Doug Lyseng

Cindy Orom

Tina Sroka



CAO Message



Early 2022 saw us continuing to deal with the COVID-19 pandemic, so we were elated when the latter part of the year had restrictions lifted and we were able to, cautiously, begin to resume 'normal' activities and practices.

I share my appreciation to our staff for their dedication in working through the ongoing changes that we encountered and we are pleased to have been able to recruit and hire additional staff to fill the vacant positions that we experienced.

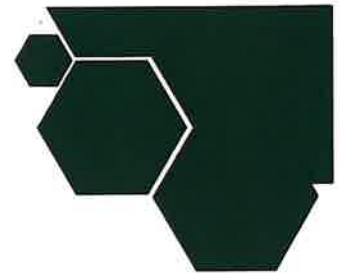
I would also send my thanks to the many residents and families who put their trust in us all to provide quality housing that includes lodge services such as housekeeping, enticing meals and enjoyable activities. The Lodge program allows residents to participate in the life of the lodge as much as they choose while enabling them to continue to participate in the external community as they like.

The Bethany Group is proud to provide the administrative function for Camrose and Area Lodge Authority (CALA) and we thank the CALA Board for their ongoing support of Administration for Rosealta Lodge in Camrose while partnering with The Bethany Group for support of Bashaw Meadows Lodge.

Respectfully,

Carla Beck,
CEO, The Bethany Group
CAO, Camrose and Area Lodge Authority (CALA)





Business Plan 2023-2025

Year One Accomplishments

Outcome # 1 Investing Now and In the Future

- The 2023 request of \$266,250 for Capital Maintenance funding has been made to the Government of Alberta. No funding was awarded to these projects in Budget 2023/2024.

Outcome # 2 Integrated Housing and Supports

- Camrose and Area Lodge Authority is committed to providing an affordable housing option for seniors so they can live in their community of choice. Receiving regular resident feedback and seeking out areas of improvement are an important part of meeting the needs of our residents and communities.

2.1 Quality Improvement

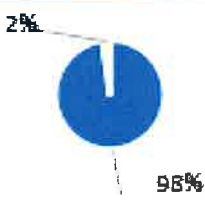
- Our 2022 QI initiative was enhancing the Meal Time Experience. Our team reviewed menus, food choices, resident feedback processes, food presentation and more in an effort to improve all aspects of the dining experience.

2.2 Resident Surveys

“I love the staff here. They take such good care of us and they are always trying to make it fun for all”

Quote from resident, *2022 Rosealta Lodge Survey*

Residents provided their feedback on various areas of the lodge living environment. The surveys were tabulated and action plans are being implemented to address areas of concerns. The tabulated results are posted on our website at www.camroselodges.ca

3. I feel that the staff care about me and others	Celebrating Success	What we've learned	What we are doing
 <p>2% 98%</p> <p>■ Yes ■ No</p>	Staff go out of their way for special needs all the time	Residents really appreciate how much the staff care about the people that live in the lodge	We will continue to provide person center focused care to the residents to ensure they always feel special living there.

Outcome # 3 Transitions and Aging in the Community

- CALA is monitoring legislative changes and best practices in continuing care and affordable housing sectors of Alberta. We are working proactively with AHS in their planning processes on delivery models to improve continuity of care for lodge residents.

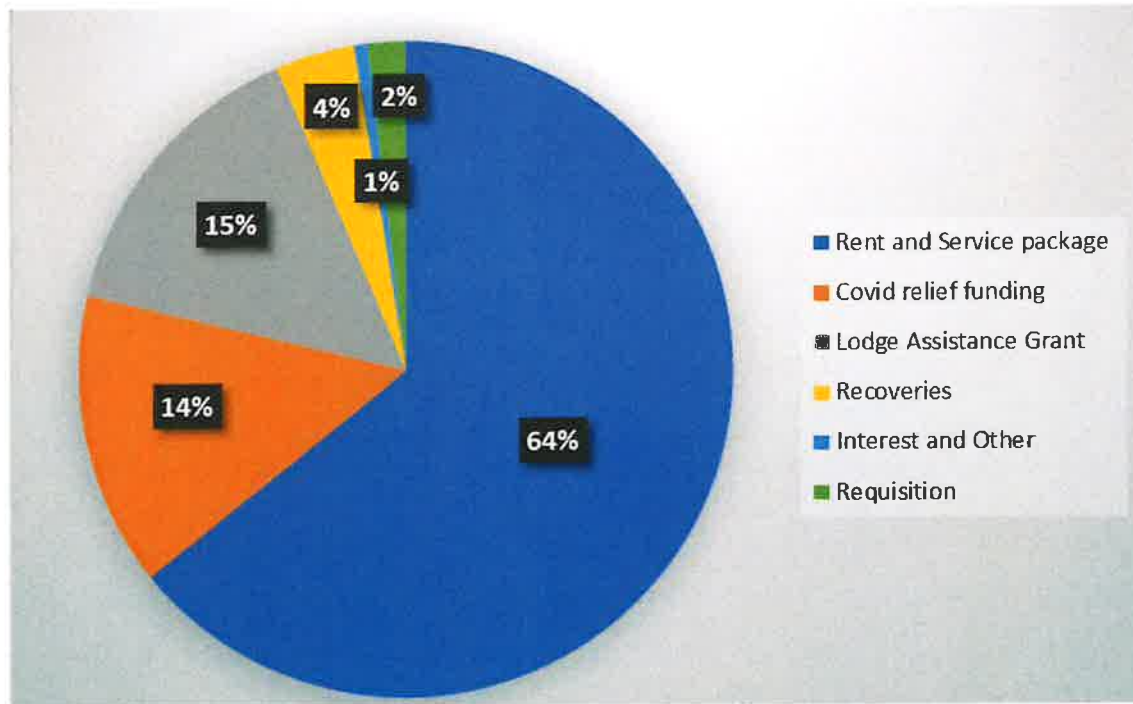
Outcome #4 Fair and Flexible

- CALA looks to find a balanced approach to offering fair and affordable rent and services packages, identifying operational efficiencies and best practices while being mindful of the use of local tax requisition dollars. Increasing costs and inflationary pressures are a top of mind issue for our lodges. We are eager to participate in the Provincial Lodge Program Review anticipated later in 2023 and we will advocate for the needs of rural lodges and for fair funding support from the Provincial Government.

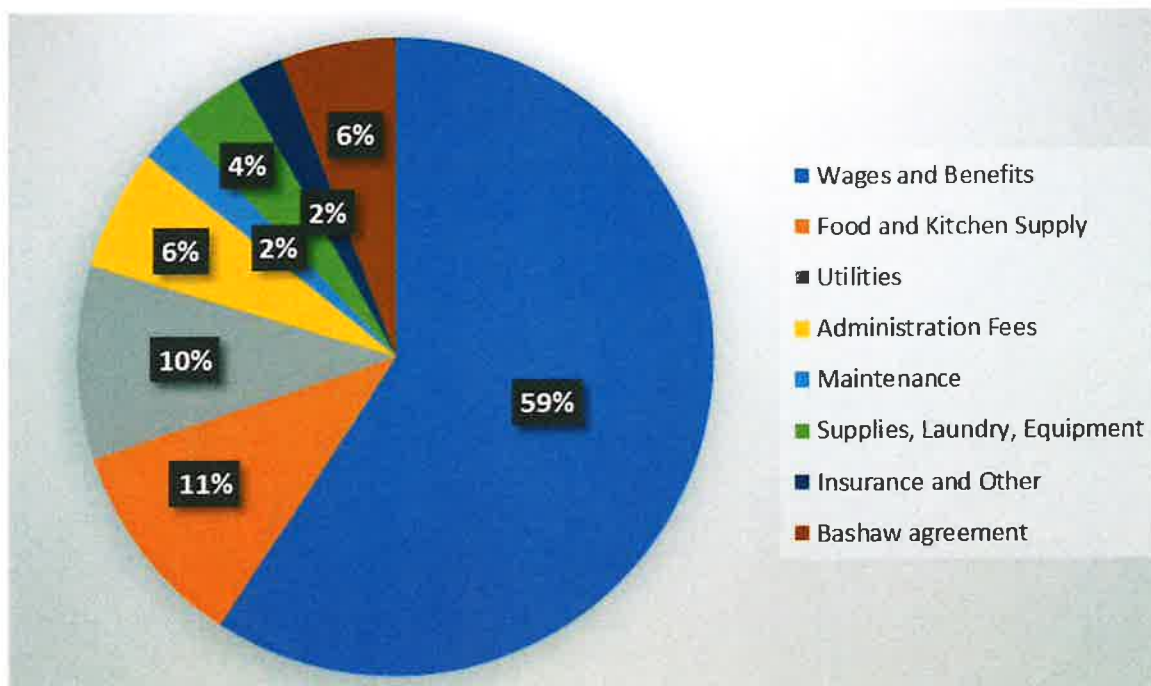
Outcome #5 A Sustainable System

- CALA has completed a board skills assessment to ensure targeted skills and knowledge at the board level are able to best support good local governance.
- A marketing working group has been established to review current practices and develop new promotional tools.
- CALA will be advocating for increased financial support from the provincial government, to address rising costs and to protect low to moderate income seniors without sacrificing service quality.

CALA 2022 Revenue



CALA 2022 Expenses



To view the full 2022 Financial statements, please visit our website at www.camroselodges.ca



Prepared by
The Bethany Group



Contact Us



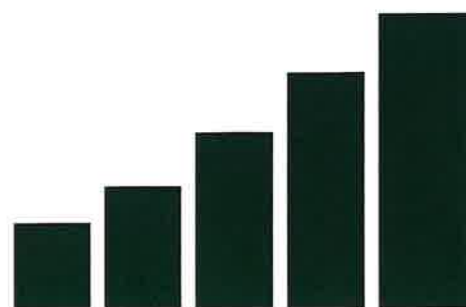
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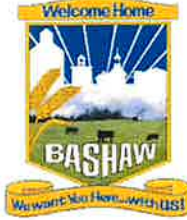


info@bethanygrp.ca



www.camroselodges.ca





REGULAR MEETING OF COUNCIL MINUTES

Wednesday, July 26, 2023 @ 6:00 pm.

Blended Meeting: Council Chambers & Zoom Electronic Conference

In Person: CAO Fuller (5:45 pm), Deputy Mayor Orom (5:50 pm), Councillor Gust (5:50 pm), Councillor McIntosh (5:50 pm)

Absent with notice: Mayor McDonald, Public Works Foreman Patrick Taylor

Zoom Connection: none.

Public Zoom: Samsung Device (6:00 pm)

Recording Secretary: Chris Morrison (5:45 pm)

Press: Jessica Campbell – East Central Review (6:00 pm)

Public: none

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

2. ADOPTION OF AGENDA

MOVED by Councillor McIntosh to amend the July 26th, 2023, Regular Meeting of Council Agenda with the removal of item 4.1 Camrose & Area Lodge Authority Annual Report- CEO, CAO, Carla Beck.

MOTION #147-2023

CARRIED.

3. PUBLIC HEARINGS - none

4. DELEGATIONS – none

5. APPROVAL OF MINUTES

5.1 Minutes of the July 5, 2023, Regular Meeting of Council.

MOVED by Councillor Gust to approve the minutes of the July 5, 2023, Regular Meeting of Council.

MOTION # 148-2023

6. CONSENT AGENDA

6.1 June 20, 2023 – Town of Bashaw Monthly Statement

6.2 Canada Summer Jobs Application – no funding available

7. NEW & UNFINISHED BUSINESS

7.1 Camrose & Area Lodge Authority Annual Report

MOVED by Councillor Northey to table item until Carla can attend the Regular Meeting of Council.

MOTION #149-2023

CARRIED.

7.2 Bashaw Golf & Country Club – Request to waive wastewater disposal charges.

MOVED by Councillor McIntosh to decline the request by the Bashaw Golf & Country Club request for exemption of charges for their disposal of wastewater charges.

MOTION #150-2023

CARRIED.

7.3 Communication Policy 12.8.

MOVED by Councillor McIntosh to approve Town of Bashaw Communication Policy 12.8.

MOTION #151-2023

CARRIED.

7.4 Parade Route Approval Request.

MOVED by Councillor Gust to approve the parade route and street closures as presented for Saturday, August 26, 2023. Parade to begin at Arena/Community Centre area, progressing northeast on 52 Street, to 54 Avenue turning southeast on 54 Avenue, then turning on 50 Street, continuing south on 50 Street until 50 Avenue, turning northwest on 50 Avenue and returning to the Arena/Community Center area.

MOTION #152-2023

CARRIED.

8. COMMITTEE REPORTS – none

9. CORRESPONDENCE ITEMS – none

10. CLOSED MEETING OF COUNCIL – none

11. NOTICES OF MOTION – none

12. NEXT MEETING OF COUNCIL

MOVED by Councillor McIntosh to cancel the next Regular Meetings of Council on August 2 and 16, 2023 at 6:00 pm and schedule the next meeting of Council on August 23, 2023, at 6:00pm.

MOTION #153-2023

CARRIED.

13. ADJOURNMENT – Councillor Gust at 6:13 pm.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

Council Committee Reports – August 23, 2023

Mayor Rob McDonald:

August 16, 2023 – Central Alberta Mayors and Reeves caucus and Health Minister La Grange. Discussion regarding community healthcare concerns with the Minister. She listened to our concerns and indicated she was looking at a lot of the structures within Alberta Health Services.

Deputy Mayor Cindy Orom:

No meetings to report.

Councillor Jackie Northey:

No meetings to report.

Councillor Bryan Gust:

No meetings to report.

Councillor McIntosh:

June 30, 2023 – Attended a presentation by Alberta Health Services. Requested AHS to restore rural training nurses at Augustana. Q&A distributed to council and administration by email.

July 6, 2023 – MP Town Hall Meeting in Stettler. Far reaching discussion including recruiting trades people to rural Alberta, labeling of healthcare products, and energy/mining as issues that may affect us.

July 14, 2023 – Highway 12/21 Regional Water Commission. Cleaned up Commission bylaw. Our build-out is effectively complete (99.9%) but some hiccups. Communications cost savings were discovered. Clive may seek a partnership with us on water operators.

Various Dates – Bashaw Chamber of Commerce. Planning for Chamber BBQ with Ag Society to kickoff Hometown Days. \$15.00 for adults. Full Meal.



CHIEF ADMINISTRATOR'S REPORT
Submitted for August 23, 2023, Regular Meeting of Council

1. CAO out of the office July 31 – August 11, 2023
2. Meetings – July 6, 2023, Information on Budget Software, July 11, 2023, Meeting with Environmental 360 Waste contractor, July 12, 2023, attended Tagish Golf Tournament, July 14, 2023, Area CAO meeting, July 19, 2023 Human Resources Meeting, August 15, 2023 New Computers installed at office. (CAO, PW and Laptop)
3. Development – Currently working on several development applications.
4. Staffing – We continue to have one member of staff on Long Term Disability Leave. We continue to consult with a Human resources firm regarding information to proceed.
5. Inquiries – phone inquiries and ongoing information requests.
6. Water Reconciliation – Compiled all data from when the town changed to Highway 12/21 Regional water line. Public works completed several site inspections, one location was noted to be connected to water and there was no meter. Plans to install a meter at the location. The meter has been ordered and once received it will be installed.

Administration continues to monitor the water reconciliation data. Additional meters will continue to be installed as public works availability dictates.
7. Ongoing research as required.
8. Flush Truck – We anticipate meeting with Rosalind to discuss the changes and implementation of the truck use policies.
9. Alberta Municipal Data Sharing Partnership (AMDSP) – We have shared the mapping that exists and will need to follow up with them on the challenging areas that are misaligned.

Town of Bashaw
Public Works Project Duties list
August 23, 2023 Council meeting

Project or Duty Description:	Priority	Regular Duty	Additional Duty	Start Date:	Estimated Project timeline	Issues, details, causes of delays?	Date Completed
Water Related							
Water Meter Replacement	X			ASAP		Ongoing as access and meter availability	
Water Treatment Plant						New monitor and SD cards installed.	
Water leak site cleanups	X			ASAP		Paving booked for end of August. Crack filling to start.	
Recreation/Arena							
Door repairs to the curling rink		X		ASAP		Contractor will proceed	
Repairs to the Curling Club Shed			X	ASAP		No quotes received, Foreman to approach other contractors.	
Arena floors and Maintenance		X		May-22	2 Weeks	Complete	rain days
RV stations		X		May 27/2023	2 Days	Operable changed septic flush water to pay as you go.	
Exterior Building repairs			X	Jul-23	2 Weeks	Precleaning the locations before weekends.	
Garbage cleanup			X			Lifted sections secured.	
Community Center						Ongoing through town.	
HVAC Cleaning	X			June 19/2023		Modern PURIAR awaiting response.	
Parks, trees, Cemetery							
Trail cleanup	X			Apr-23	As Needed	Ongoing	
Pond Treatment Program		X		June 15/23	Sept 15/22	Implemented	
Weed Control	X		X	May-23	As Needed	Ongoing	
Pest control	X			April 15/23	on going	Ongoing	
Lawn Maintenance		X		May 1 2023	As needed	W:\Parks\Lawn Maintenance List.xls	
Streets							
Street Cleaning	X			May 8 /2023	2 week	Ongoing, line painting completed, some pothole repair.	
Hydrant flushing -		X		May 11/2023	2 Days	Will be completed again in September.	
Weed Control		X				Ongoing	
Lawn Maintenance		X				W:\Parks\Lawn Maintenance List.xls	
Road repairs main St		X		May 23/2023	2 Weeks	Crack fill to start in August.	
Sidewalk Repairs		X		Jun-23		Complete.	
Main St Line Painting		X		ASAP	2 weeks	Completed.	
Sewer							
Lift Station 1 Cleaning		X		May-23	1 day	New vega system installed.	Monthly
Wastewater Maintenance List		X		May-23			Ongoing
Lagoon pump maintenance	X			May-23		Installed new check valves.	
Lagoon maintenance		X		May-23	As needed	First round of samples collected for treatment program.	
Shop							
Inventory	X			Jun-23		Still working on it.	

TOWN OF BASHAW
MONTHLY STATEMENT
 July 31, 2023

DESCRIPTION	GENERAL ACCOUNT	TERM DEPOSIT	TOTAL
BALANCE AT END OF PREV MONTH	\$ 1,023,421.48	\$ 508,028.04	\$ 1,531,449.52
RECEIPTS FOR THE MONTH	\$ 167,126.33		\$ 167,126.33
ALBERTA DIRECT DEPOSIT	\$ 381,495.03		\$ 381,495.03
VOID	\$ 808.89		\$ 808.89
CCUBC /ROYAL/ATB /DEBIT- PAYMENTS	\$ 287,404.87		\$ 287,404.87
SERVUS CREDIT UNION - INTEREST	\$ 5,643.57		\$ 5,643.57
TERM INTEREST #47	\$ 1,518.30		\$ 1,518.30
TERM INTEREST #48	\$ 527.73	\$ -	\$ 527.73
TERM DEPOSIT		\$ -	\$ -
TRANSFER FROM GENERAL TO TERM		\$ -	
TRANSFER FROM TERM TO GENERAL	\$ -		\$ -
SUB-TOTAL	\$ 1,867,946.20	\$ 508,028.04	\$ 2,375,974.24
DISBURSEMENTS FOR THE MONTH	\$ 170,356.91		\$ 170,356.91
TRANSFER TO/FROM TERM	\$ -	\$ -	\$ -
BANK ERROR INTEREST			\$ -
			\$ -
DEBIT MACHINE & TRANSACTIONS	\$ 40.45		\$ 40.45
BANK CONFIRMATION FEE	\$ -		
SCHOOL PAYMENT	\$ -		
DOUBLE POSTING			
	\$ -		\$ -
TRANSFER TO RECREATION BRD	\$ -		
BALANCE AT END OF MONTH	\$ 1,697,548.84	\$ 508,028.04	\$ 2,205,576.88
BANK BALANCE AT MONTH END	\$ 1,744,614.95	\$ 508,028.04	\$ 2,252,642.99
OUTSTANDING DAILY DEPOSITS	\$ 3,795.26		\$ 3,795.26
OUTSTANDING ONLINE/INTERAC	\$ 6,968.86		\$ -
OUTSTANDING DIR DEPOSITS	\$ -		
SUB-TOTAL	\$ 1,755,379.07	\$ 508,028.04	\$ 2,263,407.11
LESS OUTSTANDING CHEQUES	\$ 57,830.23		\$ 57,830.23
OUTSTANDING AUTO WITHDRAWALS			\$ -
BANK ERROR			
	\$ -		
	\$ -		
			\$ -
BALANCE AT END OF MONTH	\$ 1,697,548.84	\$ 508,028.04	\$ 2,205,576.88

THIS STATEMENT SUBMITTED TO COUNCIL

August 23, 2023

 MAYOR

 TOWN MANAGER

System: 2023-08-16 11:12:33 AM
User Date: 2023-07-31

Town of Bashaw
RECONCILIATION POSTING JOURNAL
Bank Reconciliation

Page: 1
User ID: Finance

Audit Trail Code: CMADJ00000303
Chequebook ID: CREDIT UNION
Description: Credit Union General Account

Bank Statement Ending Balance: \$1,744,614.95
Bank Statement Ending Date: 2023-07-31
Cutoff Date: 2023-07-31

Statement Ending Balance	\$1,744,614.95
Outstanding Cheques (-)	\$57,830.23
Deposits in Transit (+)	\$10,764.12
	=====
Adjusted Bank Balance	\$1,697,548.84
	=====
Chequebook Balance as of Cutoff	\$1,697,548.84
Adjustments	\$0.00
	=====
Adjusted Book Balance	\$1,697,548.84
	=====
Difference	\$0.00
	=====

CAO

From: Kirsten Nichols <knichols@camrose.ca>
Sent: August 10, 2023 3:55 PM
Subject: Letter of Support - Resumption of Camrose Connector Request
Attachments: Letter of Support - Camrose Connector - Template.docx

Good Afternoon,

Over the past few months the City of Camrose Community Transit Advisory Committee has been meeting with MLA Lovely regarding the consideration for reinstating the Camrose Connector service. In their last email attempt they included the Minister of Transportation. The Committee received a response summarizing that the Rural Transportation Pilot Program is being evaluated and they would be making recommendations regarding provincial involvement and funding.

The Connector helped residents of Camrose and Area to travel in a cost-effective manner for a variety of purposes, including medical appointments, fulfil educational and employment obligations and visit family members. Over the course of the two year pilot the Camrose Connector provided more than 7,900 total rides and at its peak served an average of 566 riders per month.

At the July 24, 2023 regular council meeting City of Camrose council made the motion :

Motion #385/23 – Moved by Lucas Banack – seconded by DJ Ilg that Council send a letter of support in support of the Camrose Connector to the Alberta Minister of Transportation and Economic Corridors, and that the City approach other municipalities to encourage them to also send letters of support.

As such City Administration is reaching out to you to request assistance in providing a letter to the Minister of Transportation in support of resumption of the Lifeline Shuttle (Camrose Connector). I have included a template letter of support and included the email addresses below. If your municipality chooses to proceed please include me by cc in the email.

transportation.minister@gov.ab.ca
Camrose@assembly.ab.ca

Thank you in advance and feel free to reach out with any questions.

Kirsten Nichols | Engineering Services Assistant

Infrastructure Services | City of Camrose
5204 50 Avenue | Camrose, AB | T4V 0S8
Tel: 780.672.4428

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Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	August 23, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Town Fire Truck – Recommendations

Background/Proposal:

Recently the Town Fire Truck underwent a pump test. Fire Chief Dustin Hemingson informed staff that the pump failed.

Fire Chief Hemingson has checked out pricing on suitable used replacements, the pricing and availability is reduced. Anything we purchase may not be much better than the current truck.

Discussion/Options/Benefits/Disadvantages:

Initially, we were planning for replacement, however Chief Hemingson has obtained a quote for around \$ 22, 300.00. This would repair the unit to operational state, and we would need to plan for annual pump testing.

Repairing the pump would make the unit functional for around another 5 years, with annual pump tests. The Chief, Deputy Chief and Assistant Chief support this as a suitable option.

Costs/Source of Funding (if applicable)

Accumulated surplus or reserves.

Applicable Legislation:

MGA – Section 3.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to approve pump repairs to the Town 1992 Volvo Fire truck for \$22, 300.00 from the accumulated surplus.

Discussion Result:

Additional research Requested:

Approved: yes /no Motion # _____

Account Code: _____

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	August 23, 2023
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Rogers Telecommunications Tower Lease Renewal - Discussion

Background/Proposal:

The town leases land to Rogers for a Telecommunications Tower near the septic receiving station.

The lease is up for renewal and payment negotiation.

We receive \$10,000.00 annually, and initially a \$500.00 payment for a commitment to lease. However, they have paid the town \$10,500 for 2021, 2022, and 2023. The commitment to lease was to discontinue once the tower was built.

Administration is checking with them in this regard.

Discussion/Options/Benefits/Disadvantages:

Administration would like to discuss what council would request for an increase.

Administration is recommending a 10% increase, that would put the annual payment to \$11,000.00. We are unsure if the Commitment to lease amount will continue. (\$500.00)

Costs/Source of Funding (if applicable)

Lease Revenue to the Town within the Operating Budget unless council prefers another option.

Applicable Legislation:

MGA – Section 3.

Community Engagement Consideration:

Administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to approve a _____% increase on the Rogers Telecommunications Tower lease renewal amount.

Or another motion of Council's determination.

Discussion Result:

Additional research Requested:

Friends of the
Majestic Theatre



August 18, 2023

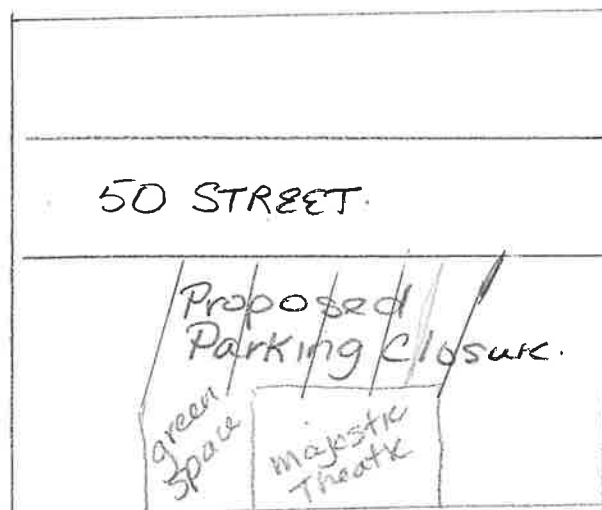
Town of Bashaw Town Council

The Majestic Theatre is having the Lighting Of The Dixy on September 23, 2023. We at the Majestic would like to request that we shut down the 5 parking stalls in front of the theatre to allow for people to come and watch the unveiling of the Dixy Sign. We would like to request that the shut down will be between 4pm and 11pm. We request that we ask the Town of Bashaw to take into consideration the closing down of these spots for our special Lighting of the Dixy event.

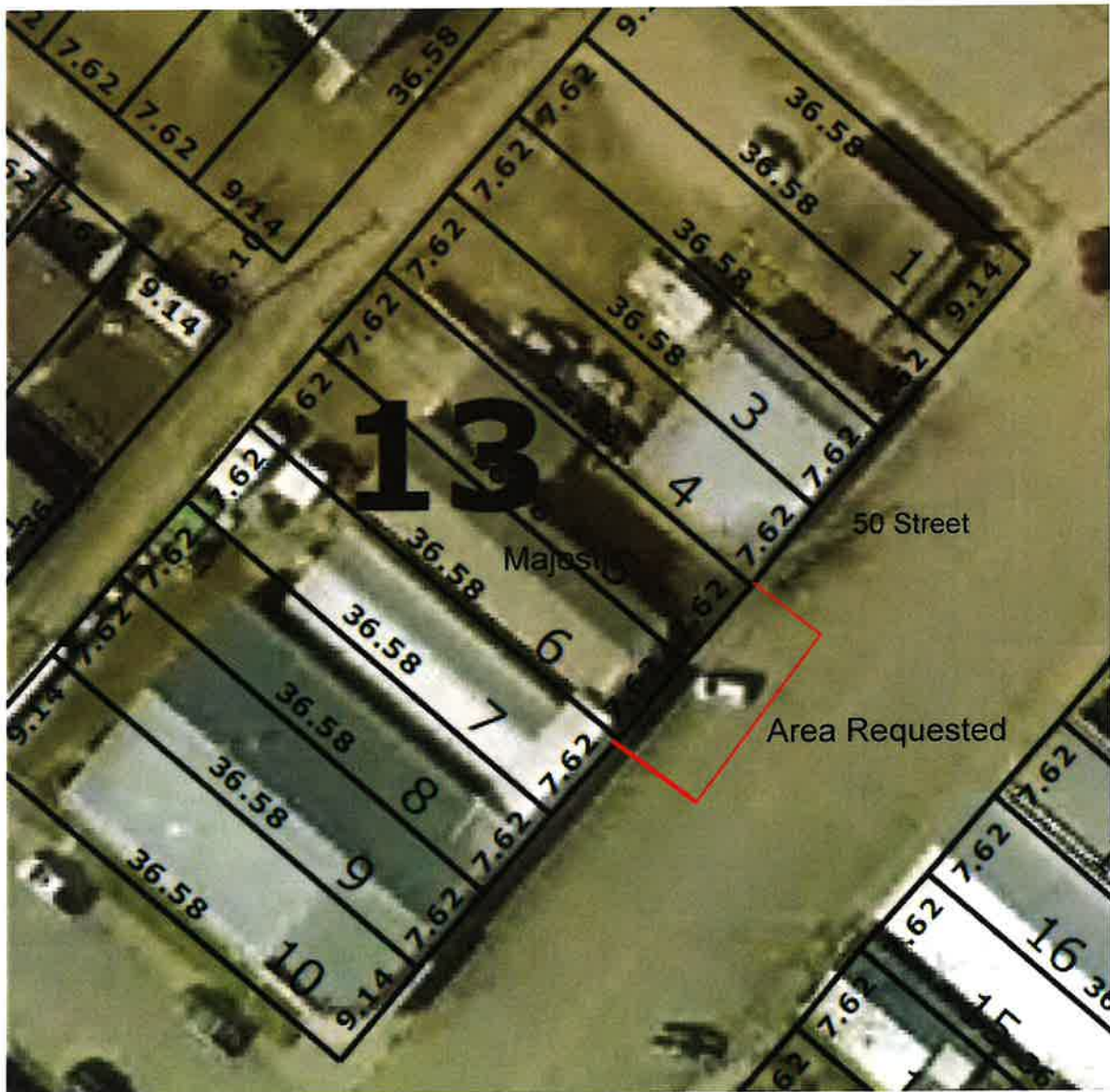
Thanks you for your time and consideration.

Shelley Boileau
403-588-9958

A. Boileau



Majestic Theatre Diagram



Closure requested for September 23, 2023 - 4:00 pm to 11:00 pm.