



**REGULAR MEETING OF COUNCIL  
A G E N D A  
Wednesday October 2, 2024, 6:00 pm  
Council Chamber & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. PUBLIC HEARINGS
4. DELEGATIONS
5. APPROVAL OF MINUTES
  - 5.1 Minutes of the September 18, 2024, Regular Meeting of Council
6. CONSENT AGENDA
  - 6.1 Council Committee Reports
  - 6.2 CAO Report
  - 6.3 Taxservice – 2023 Notifications
7. NEW & UNFINISHED BUSINESS
  - 7.1 Parkland Regional Library 2025 Budget
  - 7.2 Direct Control Districts review & Land Use Bylaw/Municipal Development Plan Amendments
  - 7.3 Memorandum of Understanding – Family & Community Support Services Camrose County Contribution Funding agreement
  - 7.4 RCMP Charity Hockey Game – Request Ice Rental Fee be Waived.
  - 7.5 Bylaw 829 – 2024 – Amending Master Rates & Schedules Bylaw – Potable, Non-potable, and paper fee for Utilities.
8. COMMITTEE REPORTS – action to be considered.
9. CORRESPONDENCE ITEMS – Action to be considered.
10. CLOSED MEETING OF COUNCIL
  - 10.1 Legal – Fire Department – FOIP Section 23
11. NOTICES OF MOTION
12. NEXT MEETING: Organizational Meeting – October 16, 2024, Regular Meeting to follow
13. ADJOURNMENT



**REGULAR MEETING OF COUNCIL  
MINUTES  
September 18, 2024, 6:00 pm  
Council Chambers & Zoom Access**

**In Person:** CAO Fuller (5:30 pm), Mayor McDonald (5:45 pm), Councillor McIntosh (5:49 pm), Deputy Mayor Orom (5:48 pm), Councillor Northey (5:55 pm), Councillor Gust (5:45 pm),

**Absent with notice:** Public Works Foreman Taylor

**Recording Secretary:** Secretary Morrison (5:50 pm)

**Public:** none

**Public Zoom:** Jesse Kruper, from 8760.

**Press by zoom:** none

1. CALL TO ORDER by Mayor McDonald at 6:00 pm.
2. ADOPTION OF AGENDA

**MOVED** by Councillor Northey to approve the September 18, 2024, Regular Meeting of Council Agenda  
**MOTION #151-2024** **CARRIED**

3. PUBLIC HEARINGS – none
4. DELEGATIONS - none
5. APPROVAL OF MINUTES  
5.1 Minutes of the September 4, 2024 , Regular Meeting of Council

**MOVED** by Councillor McIntosh to approve the minutes of the September 4, 2024, Regular Meeting of Council.  
**MOTION #152-2024** **CARRIED**

6. CONSENT AGENDA
  - 6.1 Town of Bashaw August 31, 2024, Monthly Statement
  - 6.2 Alberta Municipal Affairs – 2025 Fire Services Training Grant Program
  - 6.3 Small Communities Opportunity Program Grant – Bashaw Business Navigation Supports Report
  - 6.4 Alberta Health – Minister of Health – Bashaw Rural Health Model
  - 6.5 Ember Resources – Rate of Compensation reviewed

7. NEW & UNFINISHED BUSINESS
  - 7.1 Aggregate Energy Agreement

**MOVED** by Councillor Gust to approve the new Electricity and Natural Gas contracts with 8760 in partnership with Rural Municipalities of Alberta for the 4-year term.  
**MOTION #153-2024** **CARRIED**

Jesse Kruper left the meeting at 6:10 pm.

7.2 Non-Local Ice Rate Review – Third Reading of Bylaw #828-2024

**MOVED** by Deputy Mayor Orom to pass third and final reading of Bylaw #828-2024 to amend Master Rates and Schedule bylaw to change the non-local Youth and Adult ice rental fee, on September 18, 2024, Regular Meeting of Council.

**MOTION #154-2024**

CARRIED

7.3 CN Rail – Rail Safety Week Proclamation

**MOVED** by Councillor McIntosh to support national RAIL SAFETY WEEK to be held from September 23-29, 2024, in support of ongoing efforts to raise awareness, save lives and prevent injuries in communities, including Bashaw.

**MOTION #155-2024**

CARRIED

7.4 Community Hall Project

**MOVED** by Councillor McIntosh to approve the Community Hall project with the new scope of flooring replacement; and the cost of \$23,000.00 to be funded by Local Government fiscal framework capital.

**MOTION #156-2024**

CARRIED

8. COMMITTEE REPORTS – none

9. CORRESPONDENCE ITEMS – none

**MOVED** by Councillor McIntosh to enter Closed Meeting of Council for 10.1 Land – Development – FOIP Section 27.

**MOTION #157-2024**

CARRIED

Secretary Morrison left the meeting at 6:15 pm.

10. CLOSED MEETING OF COUNCIL

10.1 Land – Development – FOIP Section 27

**MOVED** by Councillor McIntosh to exit Closed Meeting of Council at 7:09 pm.

**MOTION #158-2024**

CARRIED

11. NEXT MEETING - Strategic Meeting – September 25, 2024 – 6:00 pm  
- Regular Meetings of Council - October 2 - 6:00 pm  
- Organizational Meeting, Regular Meeting to follow – October 16, 2024 – 6:00 pm

12. ADJOURNMENT – Councillor Gust adjourned the meeting at 7:11 pm.

---

CHIEF ELECTED OFFICIAL, Rob McDonald

---

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller

## Council Committee Reports – October 2, 2024

### Mayor Rob McDonald:

August 24 - Hometown days

September 5 - Alberta Health meeting

September 16 - Library meeting

September 17 - County of Camrose meeting

September 25 - Strategic planning meeting

### Deputy Mayor Cindy Orom:

Sept 5 - attended Bashaw Health Model presentation

Sept 17 - attended council meeting with Camrose County

Sept 25 - attended Beautification meeting to wrap up 2024 season

Sept 25 - attended Council Strategic Planning meeting

### Councillor Jackie Northey:

September 12, 2024: Parkland Regional Library Board: The Board met on September 12 and the summary was circulated by CAO Fuller. The budget will be presented at our next Council meeting for approval.

September 18, 2024: Bashaw Historical Society: Annual General Meeting. The Board has spent the past year upgrading, sorting and choosing areas to highlight within the museum. This past summer a summer student worked on a proposal for a Legacy Project that would see the Society capturing the stories from our seniors and elders for historical record. They will be seeking funding through grants or sponsorship to do that.

Bashaw Recreation Board: Will be meeting this fall to plan for recreation in this coming year. We have not heard much from the committee who was proposing the building of a new arena so will seek that update.

#### Bashaw Primary Care Model in collaboration with the Community Response Model:

The Bashaw Wellness Team has held meetings with Alberta Health and several municipal governments. Most of the municipalities are very excited about the models and seeking more information or areas they could be involved. We are currently waiting for funding envelopes to be released as the model is ready to implement.

### Councillor Bryan Gust:

September 17 - Camrose county meeting.

September 18 - Historical society

September 23 - Bus Society

September 25 - Strategic planning.

September 25 - Beautification Meeting.

### Councillor McIntosh:

Not available.



## CHIEF ADMINISTRATOR'S REPORT Submitted for October 2, 2024, Regular Meeting of Council

### 1. Meetings, training

- September 5, 2024 – Planning meeting with Parkland Community Planning
- September 5, 2024 – Bashaw Business Navigation Supports Project – meeting with contractor
- September 5, 2024 – Bashaw & District Support Services – Rural Health Model Presentation
- September 10, 2024 – ICS Forms training in Alix
- September 12, 2024 – Bashaw Business Navigation Supports Project – meeting with contractor
- September 16, 2024 – Public Auction date – Cancelled payment received
- September 17, 2024 – Meeting at Camrose County regarding Social Funding MOU
- September 19, 2024 – CAO out of office due to illness
- September 24, 2024 – Bashaw Business Navigation Supports Project – meeting with contractor
- September 25, 2024 – Strategic Planning meeting with Council

2. Ongoing follow up of Council assigned tasks.

3. Created and circulated – Request for Proposals – Bashaw Flowers – 4-year contract

4. Grant applications, correspondence, research, job descriptions, hire letters, agenda preparation, meeting dates coordination, Building & Safety Codes follow up, employment ad placed on Alberta Job Bank, and various follow up on inquiries.



September 18, 2024

By Email: (original to remain on file)

Town of Bashaw  
Box 510  
Bashaw AB T0B 0H0



Attention: Theresa Fuller, Chief Administrative Officer

**Re: Town of Bashaw  
2023 Notifications Matter (Land)**

---

We are pleased to provide you with our final report regarding tax arrears recovery proceedings on behalf of the Town of Bashaw.

Upon receipt of the property information in February 2023, we sent pre-notice letters on 2 Rolls.

We registered a Tax Arrears List with respect to 1 roll number. A letter was then sent to the property owner notifying them that the tax arrears list was prepared and sent to the Registrar. Before August 1, 2023 Alberta Land Titles provided notices to the owners of the parcel and any person who had an interest in the parcel, notifying them that if the tax arrears were not paid by March 31, 2024 the municipality would offer the parcel for sale at a public auction.

In April, 2024 we sent out an Auction Letter and FDMA Notice with respect to 1 roll number. The letter was sent by regular and registered mail to comply with the Federal Farm Debt Mediation Act. Following the mailing of the letters, we attempted to contact the property owners to ensure that they were aware of the impending auction and to discuss their plans for payment of the tax arrears.

Following the Pre-Auction deadline date, we confirmed that the property remained subject to tax recovery proceedings and provided council with a recommended timeframe to schedule the public auction date. The public auction date was set for September 16, 2024.

You confirmed that council had approved the reserve bids and the terms and conditions of sale for the public auction. In June, 1 roll number remained unpaid. TAXervice then prepared and attended to publishing the Public Sale of Land advertisement that appeared in the July 15, 2024 issue of the Alberta Gazette. A notice enclosed with a copy of the Alberta Gazette ad was mailed on July 25<sup>th</sup> to all registered owners and all parties with an interest registered against the parcel. Following the mailing of that notice we continued to make contact with the property owners. TAXervice then published a copy of the Public Sale of Land advertisement in the August 29<sup>th</sup> issue of the East Central Review.

In September, we were notified that the arrears for Roll 1419 were paid in full by the ratepayer's estate. The auction was cancelled.

Following notice of payment, we attended to preparation of the Discharge of Tax Recovery Notification which was sent to the municipality for signature when payment was made. We will receive the Customer Registration Notice from Alberta Land Titles notifying us when the discharge is e completed.

This now concludes tax recovery proceedings for the 2023 Notifications (Land) matter. We thank you for the opportunity to assist you with your tax arrears recovery. We continually look for ways to improve our service. Should you have any comments or suggestions, we would be pleased to hear from you.

We trust you will find the above to be in order.

Yours truly,  
TAXervice

*Angela M.*

Angela M. C.M.M.A.  
Account Manager  
AngelaM@taxervice.com

**PARKLAND REGIONAL LIBRARY SYSTEM**

**Proposed 2025 Budget**

**Salaries with staff added to new grid**

		Present Budget	Proposed Budget
		2024	2025
<b>Income</b>			
1.1	Provincial Operating Grant	1,045,242	1,045,242
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,123,362	2,178,075
1.4	Alberta Rural Library Services Grant	452,928	452,928
1.5	Interest Income	50,000	67,500
<b>TOTAL Income</b>		<b>3,828,179</b>	<b>3,900,392</b>
<b>Support Materials &amp; Services Direct to Libraries</b>			
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	262,277	251,794
2.3	Computer Maint. Agree. Software licenses	231,308	236,627
2.4	Cooperative Collection Fund	30,000	30,000
2.5	eContent Platform fees, Subscriptions	66,050	66,850
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	8,820	11,025
2.9	Library Services Tools	6,530	6,700
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	69,391	66,608
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	19,000
2.16	Vehicle expense	56,000	58,000
2.17	Workshop/Training expense	14,000	14,000
<b>PRL Circulating Collections</b>			
2.18	Audio Book	5,000	5,000
2.19	eContent	67,500	75,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Reference	2,600	2,600
<b>TOTAL Support Materials &amp; Services Direct to Libraries</b>		<b>1,418,460</b>	<b>1,423,188</b>
<b>Cost of Services</b>			
3.1	Audit	21,000	25,000
3.2	Bank expenses	1,700	1,500
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	23,500	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	25,000	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	36,500	37,600
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,777,903	1,828,510
3.10	Salaries - Employee Benefits	376,916	387,644
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	29,000	29,000
3.13	Telephone	8,500	9,000
3.14	Travel	8,000	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
<b>TOTAL Cost of Services</b>		<b>2,409,719</b>	<b>2,477,204</b>
<b>TOTAL Expenses (library materials &amp; cost of service)</b>		<b>3,828,179</b>	<b>3,900,392</b>
<b>Surplus/Deficit</b>		<b>0</b>	<b>0</b>
<b>AMOUNT PER CAPITA REQUISITION</b>		<b>9.18</b>	<b>9.81</b>

## Speaking points for Parkland's 2025 Budget

### Highlights include:

A switch from Treasury Board Estimates back to Municipal Affairs Population Lists meant a 9,277 drop in population for Parkland.

Due to the switch, 18 municipalities will see a reduction in the requisition in 2025.

Included in your package is a sheet showing what we are anticipating billing municipalities for in 2025 so you can see how the change in population is affecting your municipality.

For 2025, the municipal requisition increase will be \$0.63 cents per capita bringing the rate to \$9.81.

While the per capita rate is going up to account for the population change, overall expenditures are anticipated to increase by only 1.9% in 2025.

The current rate of inflation is running about 2.7% so Parkland's overall increase is well below inflation.

The total estimated requisition for 2025 equals \$2,178,075 with the levy increase amounting to only \$54,713 spread over all PRLS municipalities.

Approximately 42.4% of PRLS' income will come from Government of Alberta grants in 2025.

As for specific lines in the budget:

- A new board mandated salary grid will be implemented (+\$50,607 line 3.9, benefits +\$10,728 line 3.10) – this is the cost just to put staff on the new nine step grid (down from 15 steps).
- No COLA was added to the grid, nor were step increases awarded to staff. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (+\$2,205 line 2.8).
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand and to offset the drop in materials allotment (+\$7,500 line 2.19).
- We anticipate an increase in audit fees - our 3 year contract with MNP expires after the 2024 audit (+\$4,000 line 3.1).
- Building Maintenance fees are up because of the costs for maintaining an elevator (+\$3,750 line 3.4).
- The travel line has continued to drop over the years (we are running 2 staff vehicles so mileage reimbursement is lower for personal vehicle use (-\$4,500 line 3.14).
- Allotment is down (-\$10,483 line 2.2) because of the 9,277 drop in population – allotment is calculated at \$1.13 per capita.
- We are maintaining the Cooperative Collection Fund @ \$30,0000 (line 2.4).

- Per capita computer allotment is down for 2025 (-\$2,783 line 2.11).

**Capital Purchases for 2025 (Budget Supplement)**

- IT purchases equal \$250,400 for computers and SuperNet devices for member libraries in 2025.
- No other major capital purchases are planned.

Finally, you will see from the *Return on Municipal Levy* document that 92% of the requisition paid into Parkland is being returned directly to member libraries.

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	October 2, 2024
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Town of Bashaw – Direct Control Districts review and Land Use Bylaw/Municipal Development Plan Amendments

**Background/Proposal:**

The town of Bashaw has 9 Direct Control Districts within the Land Use Bylaw. Due to recent discussions regarding livestock and multiple inquiries requesting permitted uses within the Direct Control districts, administration requested submissions of proposals from two companies. MDP – Municipal Development Plan LUB – Land Use Bylaw

**Challenges experienced:**

- Lack of clarity regarding permitted and discretionary uses
- Development regulations are absent, leading to ambiguity
- Situation makes it challenging to evaluate development proposals
- Administration lacks answers when property owners or possible new owners inquire what uses are permitted.
- Clearer definitions and development standards for Direct control districts would be helpful
- Clear criteria for reviewing and making decisions on applications would be beneficial
- Additional costs to applicants due to the district

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

Proposal A	Proposal B
Extensive review of MDP and LUB, due to company not being familiar	No additional charges for review, because they created them, and are familiar.
Evaluate existing Direct Control District areas.	Evaluate existing Direct Control District areas, have familiarity with the areas and features.
Review and Analyze best practices from municipalities of comparable size and nature.	This firm undertakes this work on regular basis, extensive research would not be required. Will prepare a summary of how DC districts are regularly written throughout Alberta.
Public engagement and process are the same.	Public engagement and process are the same.
Advertising and venue - town pays	Advertising and venue town pays.
Maps included	Maps included
\$15,490.00	\$6,450.00

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

Unrestricted cash surplus, or Restricted for Operating Administration (has \$22, 278.00)

**Applicable Legislation:**

MGA – Section 617

**Community Engagement Consideration:**

The administration is willing to proceed as council requests. The proposal will include legislated community engagement.

**Recommended Action:**

Administration recommends passing the following motion:

MOVED BY \_\_\_\_\_ to approve Proposal B for Town of Bashaw Direct Control Districts Review and Land Use Bylaw/Municipal Development Plan Amendments for \$ 6,500.00 to be funded from Unrestricted cash surplus.

Or a motion of council determination.

**Additional Information:**

Steps to guide the completion of the project:

1. Review the Municipal Development Plan.
2. Review the Land Use Bylaw.
3. Evaluate the existing Direct Control Districts.
4. Amend the Town's Municipal Development Plan.
5. Amend the Town's Land Use Bylaw.
6. Update both LUB and MDP maps
7. Organize Public Engagement

Proceed with the amended MDP and LUB Adoption

**Discussion Result:**

Additional research Requested:

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	October 2, 2024
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 Memorandum of Understanding (MOU)– Family & Community Support Services Camrose County Contribution Funding Agreement

**Background/Proposal:**

The funding agreement is scheduled to expire December 31, 2024. Camrose County is proposing to reduce funding to match the annual contribution from the Town of Bashaw.

Bashaw Town Council met with Camrose County Council on September 17, 2024, at Camrose County Council Chamber. Bashaw & District Support Services (BDSS) and Council presented to Camrose County Council information regarding the county residents that are served by the existing programming at BDSS. Camrose County Division 1, and Ferintosh residents access services from Bashaw & District Support Services on a regular basis.

**Camrose County recently responded with the following motion:**

#363/24 T. SROKA - That Camrose County Council recommend to the Budget Committee that Camrose County will commit a grant of \$10,000.00 to the Bashaw and District Support Services for the purposes of FCSS programming for 2025. CARRIED.

Camrose County has contributed \$31,625.89 based on the agreement/funding formula in 2024. The funds are out of their annual operating budget, vs mandated FCSS funding from the province. The county informs the town the funds are not the mandated funds as payment for Division 1 residents. Therefore, the funds for the Division 1 residents are being paid the Camrose & District Support Services.

The county is proposing to fund BDSS similarly to other groups that the County funds. Camrose County Council – *“was clear that they feel that BDSS is doing a great service to the residents of Bashaw and surrounding areas. They did however feel that this was not an FCSS mandated contribution as that is going to the Camrose & District FCSS, and as such does not need to be issued to the Town of Bashaw but can be a grant directly to BDSS and then when BDSS comes to report annually they can comment on the use of these funds.”*

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

The Memorandum of Understanding is a component of the Intermunicipal Collaboration Framework Agreement which the Town of Bashaw and Camrose County have as mandated by the province.

**ICF Agreement:**

BDSS is a shared service for the residents of the Town of Bashaw and the surrounding region of the County.

5.3.2 References the Camrose County contributes funding based on a funding formula established in a MOU between the Town and Camrose County.

The agreement references an Implementation plan and dispute resolution when the municipalities disagree.

Administration is recommending council request a meeting of the Intermunicipal Committee within the ICF agreement. The Intermunicipal Committee consists of four members, being two councillors from each municipality, and the CAOs from each municipality.

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

No additional costs currently. If dispute, there is a resolution process including negotiation, mediation, and arbitration as progressive steps available to the parties in their efforts to resolve a dispute. Costs of the resolution process would be split between the municipalities.

**Applicable Legislation:**

Memorandum of Understanding – Between Camrose County and the Town of Bashaw.  
Intermunicipal Collaboration Framework agreement

**Community Engagement Consideration:**

The administration is willing to proceed as council requests.

**Recommended Action:**

Administration recommends passing the following motion:

MOVED BY \_\_\_\_\_ to request an Intermunicipal Committee meeting with Camrose County, as referenced in the Intermunicipal Collaboration framework agreement between Camrose County and the Town of Bashaw.

Or a motion of council determination.

**Discussion Result:**

Additional research Requested:

7.4



**BASHAW RCMP  
5017 52 Street  
BOX 248  
BASHAW, ALBERTA  
T0B 0H0  
Phone: 780 372 3687  
Fax: 780-372-2121**

**September 25, 2024**

To Whom It May Concern:

Bashaw RCMP is proud to announce the 1st Annual Charity Hockey Game, which will be held on January 17, 2025.

Proceeds from this event will go to the Bashaw Resource Center which supports the residents of the Bashaw and surrounding areas in various capacities. We are asking if the rental fee could be waived for the ice for January 17, 2025 from 5:00pm to 9:00pm to help support the fundraising efforts.

If you have any questions please contact our office at 780-372-3793.

Most Sincerely,

A handwritten signature in blue ink, appearing to read "Trent A. Cleveland", is written over the typed name.

Sergeant Trent A. CLEVELAND  
Detachment Commander  
Bashaw RCMP Detachment  
Tel: 780-372-3793  
Fax: 780-372-2121





**BY-LAW NO. # 829 - 2024**

BY-LAW NO. 829 - 2024 A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of amending Master Rates and Schedules By-law No. #760 - 2014 to amend the following:

- Utility Service Consumer fee, Appendix A, Section 4 & 5 – Change Bulk Water (Potable) fee to \$6.00 per 1000L, and Bulk Water (Non-Potable) fee to \$4.00 per 1000L.
- Other Fees, Appendix A, Section 12 – Fee for Paper Utility Bill \$2.00

WHEREAS Bashaw Town Council choose to change the Potable and Non-Potable Bulk water fees and implement a charge for paper Utility bills.

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

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

**Utility service consumer fee, Appendix A:**

- 4. Bulk Water (Potable) \$ 6.00 per 1000L
- 5. Bulk Water (Non potable) \$ 4.00 per 1000L

**Other Fees, Appendix A:**

- 12. Paper Utility Bill \$ 2.00
- Paper Utility Bill fee to be implemented January 1, 2025.

RECEIVED FIRST READING THIS  
2nd DAY OF October, A.D. 2024  
IN THE TOWN OF BASHAW, IN THE  
PROVINCE OF ALBERTA

\* \_\_\_\_\_  
\*MAYOR  
\* \_\_\_\_\_  
\*CAO

RECEIVED SECOND READING THIS  
\_\_\_\_ DAY OF October, AD 2024

\* \_\_\_\_\_  
\*MAYOR

PROVINCE OF ALBERTA  
IN THE TOWN OF BASHAW, IN THE  
PROVINCE OF ALBERTA

\*  
\*  
\*  
\_\_\_\_\_  
\*CAO

UNANIMOUS CONSENT TO PROCEED  
TO THIRD READING THIS \_\_\_ DAY  
OF \_\_\_\_\_, A.D. 2024, IN THE  
TOWN OF BASHAW,  
IN THE PROVINCE OF ALBERTA

\*  
\_\_\_\_\_  
\*MAYOR  
\*  
\*  
\_\_\_\_\_  
\*CAO

THIRD AND FINAL  
READING THIS \_\_\_ DAY OF October,  
A.D. 2024, IN THE TOWN OF BASHAW,  
IN THE PROVINCE OF ALBERTA

\*  
\_\_\_\_\_  
\*MAYOR  
\*  
\*  
\_\_\_\_\_  
\*CAO



**TOWN OF BASHAW  
MASTER RATES AND SCHEDULES BYLAW 760-2014**

**TITLE:** UTILITY SERVICE CONSUMER FEE  
**SECTION:** 3 **PUBLIC WORKS** **APPENDIX:** A  
**REFERENCE BYLAW #** 759-2014 **DATE:** MARCH 2, 2017  
**AMENDING BYLAW #** 824-2023 **Third and Final Reading November 15, 2023**

**SCHEDULE "A"**  
**CHARGES, RATES AND FEES**

1. Metered Rates (monthly billing cycle)
  - a. In-Town Customer **CODE 400** \$ 3.69  
Variable Component /Consumption per m3
  - b. In-Town Customer **CODE 401** \$37.75  
Fixed Component / Flat Fee Monthly
2. Non-Metered Rates/"Trickle" properties run 4 months-January through April.  
Residents on trickle rates will be billed an average consumption based on the prior monthly bills from May through December.
3. Sanitary Sewer Service Charge – 1 month **CODE 600** \$20.00  
(OR ½ water charge whichever is greater to a maximum of \$105.00)
4. Bulk Water (Potable) \$ 4.40/1000L
5. Bulk Water (Non-Potable) \$ 2.50/1000L

**OTHER FEES**

6. Connection / Disconnection Service \$75.00/ea.
7. Testing of Water Meter \$100.00/inspection
8. Permit for Well or Other Water Supply Per source or parcel \$50.00
9. Penalties on overdue utility service accounts 3% per billing
10. Overdue Account Transfer Fee (Enforcement) \$40.00
11. Sale of Meter (installed by a plumber) Current Market Cost plus admin fee

**ALL OUTSTANDING UTILITY ACCOUNT BALANCES THAT ARE OVERDUE MORE THAN SIXTY DAYS (60) ON NOVEMBER 15<sup>TH</sup> SHALL BE ROLLED INTO THE PROPERTY OWNER'S TAX ACCOUNT AND HENCEFORTH, THE TOTAL BALANCE NOW IN THE TAX ACCOUNT SHALL BE CHARGED THE OVERDUE ACCOUNT TRANSFER FEE (REFERENCED IN SCHEDULE A, UTILITY SERVICE CONSUMER FEE, SUBSECTION 10) AND PENALTIES IN ACCORDANCE WITH THE TAX PENALTY BYLAW.**