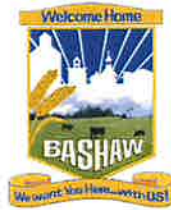




**SPECIAL MEETING OF COUNCIL
A G E N D A
Friday October 17, 2025 – 6:00 pm
COUNCIL CHAMBERS
Council Chambers & Zoom Access**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. APPROVAL OF MINUTES
 - 3.1 Minutes of October 1, 2025, Regular Meeting of Council
4. NEW & UNFINISHED BUSINESS
 - 4.1 49 Street Project – Expenses for Geotechnical & Camera-ing lines
 - 4.2 Formal Next Meeting date
 - 4.3 Hometown Takeover – Councillor Northey
 - 4.4 Clinic/Social Model – Councillor Northey
 - 4.5 Arena Management Transition
5. CLOSED MEETING OF COUNCIL
 - 5.1 Intergovernmental relations – MVC Agreement – ATIA Section 26
6. ADJOURNMENT



TOWN OF BASHAW

PUBLIC NOTICE OF SPECIAL MEETING

SPECIAL MEETING OF COUNCIL

Date: October 17, 2025
Time: 6:00 pm
Location: Town of Bashaw Council Chambers

Mayor Rob McDonald has requested a Special Meeting to take place on

Friday, October 17, 2025 – 6:00 pm

This request was made to CAO Fuller, on Friday, October 10, 2025, 2025 – 2:58 pm, in person.

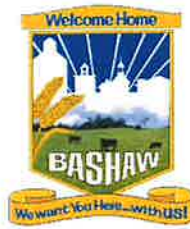
The purpose of this meeting is:

- 1.1 49 Street Project – Expenses for Geotechnical & Camera-ing lines
- 1.2 Formal Next Meeting date
- 1.3 Hometown Takeover – Councillor Northey
- 1.4 Clinic/Social Model – Councillor Northey
- 1.5 Arena Management Transition

It will be held at the Bashaw Council chambers at 5011 – 52 Avenue, Bashaw, Alberta.

Council members: Awaiting response from Council Members.

Advertisement circulated October 10, 2025, via Facebook.



**REGULAR MEETING OF COUNCIL
MINUTES
October 1, 2025, 6:00 pm
Council Chambers & Zoom Access**

In Person: CAO Fuller (5:30pm), Councillor McIntosh (5:43pm), Mayor McDonald (5:47pm), Deputy Mayor Orom (5:47pm), Councillor Northey (5:51pm), Councillor Gust (5:50pm)

Council by Zoom: none.

Absent with notice: none.

Recording Secretary: CAO Fuller

Public: Shelley Boileau, Ambyr Kohlman, Scott Williams (5:45 pm)

Public Zoom: Debbie Roorda, Lexi (6:00 pm)

Press by zoom: Stu Salkeld (6:00pm)

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

MOVED by Councillor Gust to approve the October 1, 2025, Regular Meeting of Council agenda, with the addition of Closed Meeting of Council, item 10.3 Dispatch, Intergovernmental Relations, ATIA Section 26.

MOTION #144-2025

CARRIED

3. PUBLIC HEARINGS – None
4. DELEGATIONS
 - 4.1 Parkland Regional Library Budget Presentation – Ron Sheppard

Mr. Sheppard discussed the Parkland Regional Library Budget and answered questions.

Ron Sheppard left the meeting at 6:23 pm.

5. APPROVAL OF MINUTES
 - 5.1 Minutes of the September 17, 2025, Regular Meeting of Council

MOVED by Councillor McIntosh to approve the minutes from the September 17, 2025, Regular Meeting of Council.

MOTION #145-2025

CARRIED

- 5.2 Minutes of the September 24, 2025, Special meeting of Council

MOVED by Deputy Mayor Orom to approve the minutes from the September 24, 2025, Special Meeting of Council.

MOTION #146-2025

CARRIED

6. CONSENT AGENDA
 - 6.1 CAO Report
 - 6.2 Budget Variance Report

Councillor McIntosh requested to discuss the Budget Variance Report as Item 7.7 in the New & Unfinished Business.

7. NEW & UNFINISHED BUSINESS

- 7.1 Parkland Regional Library 2026 Budget approval

MOVED by Councillor McIntosh to approve the 2026 Parkland Regional Library Budget, at the October 1, 2025, regular meeting of Bashaw Town Council.

MOTION #147-2025

CARRIED

- 7.2 Emergency Fire Dispatch Services Agreement

This item moved to closed session of the agenda at the beginning of the agenda.

- 7.3 Safety & Use Bylaws – Town of Bashaw Library Board

Council discussed the bylaw. They would like to have the draft to demonstrate what changes were made.

MOVED by Councillor McIntosh to table the Town of Bashaw Library Board Safety & Use bylaws to the next Council meeting, to obtain copies of the changes for increased understanding.

MOTION #148-2025

CARRIED

- 7.4 Water Treatment Plant Transfer Switch

MOVED by Councillor Gust to approve \$45,000 to fund the Water Treatment plant transfer switch repair from the Unrestricted Cash surplus.

MOTION #149-2025

CARRIED

- 7.5 49 Street Project Update

MOVED by Councillor McIntosh to accept the update as information at the October 1, 2025, regular meeting of Bashaw town council.

MOTION #150-2025

CARRIED

- 7.6 Bashaw Arena Update

The update was discussed and provided for information.

- 7.7 Budget Variance Report

The Budget Variance report was discussed.

8. COMMITTEE REPORTS – none.

9. CORRESPONDENCE ITEMS – none

MOVED by Councillor McIntosh to move into Closed Meeting of Council at 7:13 pm to discuss 10.1 Legal – Arbitration – ATIA (Access to Information Act) Section 26, 10.2 Legal – CAO Performance Review – ATIA Section 20.4(g) and Dispatch Agreement – Intergovernmental relations – ATIA Section 26.

MOTION #151-2025

CARRIED

Stu Salkeld, Debbie Roorda, and Lexi left the meeting at 7:14pm
Shelley Boileau, Courtney Foster, and Scott Williams left the meeting at 7:14 pm.
Deputy Fire Chief Alec Dubitz arrived at 7:00 pm, left the meeting at 7:30 pm.

10. CLOSED MEETING OF COUNCIL

10.1 Legal – Arbitration – ATIA (Access to Information Act) Section 26

10.2 Legal – Privileged Information – ATIA Section 32(1)

10.2 Personnel – Staffing Resources – ATIA Section 26

MOVED by Councillor McIntosh to come out of Closed Meeting of Council at 7:55 pm.

MOTION #152-2025

CARRIED

11. NOTICES OF MOTION - none

12. NEXT MEETING – October 1, 2025, 6:00 pm

MOVED by Councillor Gust to approve the next meeting to be held on October 29, 2025, 6:00 pm in Bashaw Town Council Chambers.

MOTION #153-2025

CARRIED

13. ADJOURNMENT – Councillor Northey adjourned the meeting at 8:00 pm.

MAYOR, Robert McDonald

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	October 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	4.1 49 Street Project – Expenses for Geotechnical & Camera-ing lines

Background/Proposal:

The preparation for the preliminary is in process. Included in the update was reference to geotechnical study and camera-ing the lines.

The cost to proceed with both is estimated at \$18, 500.00. The estimates are obtained through the engineer, and they have obtained two quotes for each. Recommendations are made based on skills and expertise.

In the information piece from last meeting, it was believed the costs would be included within the initial approved amount for engineering. The pricing was higher therefore needed to be approved in addition to.

Discussion/Options/Benefits/Disadvantages:

Geotechnical Study – will help determine the existing road structure. Aids in the preliminary plan and tendering document.

Camera-ing sewer lines – will assist to determine elevations of the lines and provide more detail in the preliminary plan and tendering document.

Costs/Source of Funding (if applicable)

LGFF Capital

Applicable Legislation:

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

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motion:

MOVED BY _____ to approve \$18,500.00 from Local Government Fiscal Framework capital grant funding for geotechnical and camera services in preparation for the 49 Street Infrastructure project.

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

Or a motion of council determination.

Discussion Result:

Additional research Requested:

Town of Bashaw

Request for Decision



Meeting:	Regular Council
Meeting Date:	October 17, 2025
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	4.2 Formal Next meeting Date

Background/Proposal:

On October 1, 2025, council approved the next meeting date for October 29, 2025. The elected officials training is scheduled to occur on Thursday, October 30, 2025.

The municipal Government act, section 201.1(1) now requires newly elected council members to take training prior to the organizational meeting.

Discussion/Options/Benefits/Disadvantages:

Council made a motion for the next meeting, and we are required to change the date due to council members not having training until the 30th of October.

The organizational meeting must be held within 14 days of the third Monday in October. The latest the meeting can occur is November 3, 2025.

Costs/Source of Funding (if applicable)

Operating Budget.

Applicable Legislation:

MGA – 201.1(1)

Community Engagement Consideration:

The administration is willing to proceed as council requests.

Recommended Action:

Administration recommends passing the following motions:

Rescind Motion 153-2025

MOVED by Councillor Gust to approve the next meeting to be held on October 29, 2025, 6:00 pm in Bashaw Town Council Chambers.

MOTION #153-2025

CARRIED

MOVED BY _____ to approve the organizational meeting on November 3, 2025, at 6:00 pm.

Or a motion of council determination.

Discussion Result:

Additional research Requested:

Bashaw Advances to Next Round of HGTV Canada's *Home Town Takeover*

HGTV Canada has selected our community to move forward in the national casting process for *Home Town Takeover Canada* — a new television series that will transform one small Canadian town and showcase its people, pride, and potential.

Our application caught the eye of the casting team, who were inspired by Bashaw's strong sense of community and its grassroots approach to revitalization. Now, the next step is to bring Bashaw to life on video — and everyone is invited to help tell our story!

Residents are encouraged to record short clips sharing what they love about Bashaw, what makes it special, and what parts of town could use some extra care. The video will feature both the beauty and the challenges of our small-town life — from main street to the arena, gathering spaces, and the local spirit that ties it all together.

Home Town Takeover Canada will air on HGTV Canada and stream on Citytv+ in 2026–2027. The project aims to spark small-town revitalization nationwide, celebrating heritage while helping communities imagine what's next.

The video submission deadline October 20, 2025.