REGULAR MEETING OF COUNCIL
A G E N D A
Wednesday, June 24, 2026, 6:00 pm
Council Chamber & Zoom Access

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. PUBLIC HEARINGS – Land Use Bylaw Amendment Bylaw 841-2026
   See separate Agenda.

4. DELEGATIONS
   4.1 Satin Strides, Complaint Business Losses Due to Water Shut offs – Shawna Tinling
   4.2 Happy Gang Centre – Lease & Roof Deterioration – Donelda Adams
   4.3 Bashaw School – 2026 Sgt Bruce Holliday Memorial XC Run – Al Middleton

5. APPROVAL OF MINUTES
   5.1 Minutes of June 1, 2026, Regular Meeting of Council

6. CONSENT AGENDA
   6.1 Council Committee Report
   6.2 CAO Report
   6.3 Public Works Foreman Report
   6.4 Water Reconciliation Report
   6.5 RCMP Community Policing Report
   6.6 Stars Air Ambulance Recognition of Council contribution

7. NEW & UNFINISHED BUSINESS
   7.1 Bylaw 841 – 2026 – Land Use Bylaw Amendment – possible second & Third reading
   7.2 2026 Revised - Town of Bashaw Capital Budget
   7.3 Land Use Bylaw Amendment – Bylaw 842 – 2026 – Allow for site accessibility/Wheelchair ramps
   7.4 Policy 8.90 – Online Services – Electronic Access to Documents
   7.5 Policy 8.95 – My Online Refund and Exchange
   7.6 Bashaw Fire Department – Council Approval for Participation in the 2026 Alberta Wildfire Season
   7.7 Memorial Tree Proposal – Requires Council Approval prior to going to Beautification Committee
   7.8 Memorial Bench Request – Behind the Alley of Sproule

8. CELEBRATORY CORRESPONDENCE FROM COUNCIL
   8.1 Luke Pierson – World Hockey League

9. CLOSED MEETING OF COUNCIL

10. NOTICES OF MOTION

11. NEXT MEETING: – Discuss Date for July.

12. ADJOURNMENT

CAO

From: Admin
Sent: May 27, 2026 1:45 PM
To: CAO
Subject: FW: Formal Complaint – Business Losses Due to Municipal Water Shutoffs

Christine Morrison
Municipal Clerk
Town of Bashaw
780-372-3911
admin@townofbashaw.com

From: Shawna Tinling m>
Sent: Wednesday, May 27, 2026 1:25 PM
To: Admin <admin@townofbashaw.com>
Subject: Formal Complaint – Business Losses Due to Municipal Water Shutoffs

IRONSCALES finds this email suspicious! We know Shawna Tinling by name, but the email was sent from an unfamiliar address [redacted] | **Know this sender?**

You don't often get email from

Dear Mayor and Council,

I am writing to formally raise serious concerns regarding repeated municipal water shutoffs and the direct negative impact they are having on my business, Satin Strides.

As a local business owner, I rely on consistent water service to operate. The frequency and handling of these shutoffs have resulted in cancelled appointments, lost revenue, and disruption to my clients. This is not only affecting my income, but also damaging my professional reputation within the community.

To clearly demonstrate the impact, I have outlined specific losses below:

On May 15, I was forced to cancel multiple booked services, resulting in approximately $230.00 in lost income.

On May 22, further service disruptions resulted in an additional $330.00 in lost income.

This brings the total documented loss to $560.00 over a very short period of time.

At this point, this is no longer an inconvenience — it is causing measurable financial harm to my business.

I am concerned about the lack of communication, planning, and consideration for local businesses when these shutoffs occur. There appears to be no adequate mitigation process, no meaningful advance notice, and no acknowledgment of the financial burden placed on small businesses that rely on essential services to operate.

I am requesting the following:

- A clear explanation of why these shutoffs are occurring so frequently
- Improved and reliable advance notice procedures
- Consideration of the financial impact on affected businesses
- A plan to prevent or significantly reduce these disruptions moving forward

Additionally, I request that this matter be reviewed by Council and formally addressed. I would also like the opportunity to present these concerns at an upcoming council meeting as a delegation.

Please ensure this message is shared with all members of Council.

I appreciate your time and expect a response addressing these concerns.

Sincerely,
Shawna Tinling
Satin Strides

Wed June 10 2026

Town of Bashaw

a few members of the Slappy Gang would like to attend the next available council meeting to discuss and review our lease and the deterioration of the inside roof/ceiling around the framing of sunshine ceiling per our email request send in previously.

Thank you for your attention to this matter.

Best Regards
Donelda Adams
D Adams

email
pb

RECEIVED
JUN 10 2026

This Agreement made this 1 day of September., 2015.

Between: The Town of Bashaw, in the Province of Alberta

(hereinafter called the "Landlord")

Of the First Part

And

President.
Carilyn Hoyle

Secretary:
Sheila Hetchler.

President and Secretary respectively of the Buffalo Lake Golden Age Club, (Incorporation No. 50217000, March 6, 1981) and their successors in office, of Bashaw, in the Province of Alberta.

(hereinafter called the "Tenant")

Of the Second Part

LEASE

WITNESSETH that in consideration of the rents, covenants and agreements to be paid, observed and performed by the Tenant herein, the Landlord does hereby lease to the Tenant the following premises in Bashaw, Alberta, described as follows:

> Lot Eleven (11), in Block Six (6), in the townsite of Bashaw, in the Province of Alberta, Canada, as shown on Subdivision Plan 2627 A.C. RESERVING thereout all Mines and Minerals.
>
> (hereinafter referred to as the "demised premises")

1. TO HAVE AND TO HOLD the demised premises for a term of five (5) years commencing on the first (1st) day of September, A.D. 2015 and ending on the 31st day of August, A.D. 2020 (hereinafter called "the said term").
2. Provided that the tenant is not in default of any of the terms of this lease, and provided further that neither Landlord nor Tenant has given the other written notice of termination of this lease at least ninety (90) days prior to the expiration of the said term, or any renewal thereof, this lease shall automatically be renewed for a further five (5) year term, and this lease may be so renewed a maximum of five (5) times.
3. The written notice of termination referred to in clause 2 hereof may be given at least ninety (90) days prior to the expiration of the said term or any renewal thereof, and shall take effect at the conclusion of the then current term.
4. Yielding and paying unto the Landlord an annual rental of One ($1.00) Dollar, commencing on the 1st day of September, A.D., 2015, and continuing thereafter on the 1st day of September in each succeeding year during the currency of this lease, at the office in Bashaw, Alberta, of the Landlord.
5. The Tenant covenants and agrees with the Landlord as follows:
   (a) To pay the Landlord the rent at the times and in the manner hereinafter provided.
   (b) To maintain the demised premises, including painting and decorating the interior thereof at its cost and at the termination of the primary term or any renewal thereof, to peaceably yield up to the Landlord the demised premises in a good state of repair, ordinary wear and tear and damage by fire, explosion, tempest or other casualty not due to the negligence of the Tenant, its servants, members, workman or employees only expected. It is clearly understood and agreed that the Tenant shall be responsible to bear the cost of all repairs, replacements or improvements, or of complying with any laws, orders or requirements of governmental or other authority.
   (c) To permit the Landlord's duly authorized representatives to enter upon the demised premises at all reasonable hours for the purposes of inspecting the same.

(d) Not to assign, sub-let or on any way part with possession or control of all or any portion of the demised premises without first obtaining the written consent of the Landlord, such consent not unreasonably to be withheld.

(e) That the Tenant will use the demised premises for the purposes of a social club only and will not use the demised premises or any part thereof in any way that will constitute a nuisance nor to permit to be done in the demised premises any act or thing which makes void or voidable any insurance on the demised premises against fire, or if such use causes any additional or increased premiums to become payable for such insurance, such increase will be paid by the Tenant.

(f) That the Tenant will pay with respect to the demised premises:

i. All gas or other fuel used for heating;

ii. All electricity supplied to the demised premises;

iii. All water supplied to the demised premises

iv. All telephone and teletype service used by or assessed to the Tenant;

v. All liability and casualty insurance and all insurance upon the contents of the demised premises belonging to the Tenant or any of the members.

(g) To indemnify and save harmless the Landlord arising from any damage to person or property however caused, arising through the use of, or upon the demised premises.

6. The Landlord covenants with the Tenant as follows:

(a) The Landlord will carry fire insurance to the full insurable value of the building, including all fixtures upon the demised premises.

(b) Not to levy any business or property taxes upon the demised premises during the currency of this lease.

(c) That the landlord has good title to the building, has good right and full power to grant and demise the premises, and that if and so long as the Tenant performs its covenants, agreements, undertakings and conditions contained herein, the Tenant shall quietly enjoy the demised premises without hindrance by the Lessor or by any other person.

(d) That in case the demised premises or any part thereof shall at any time during the primary term or any renewal thereof be damaged by fire so as to render the demised premises substantially or partially unfit for the purposes of the Tenant, the Landlord shall, if the Tenant so desires, expend the proceeds of the fire insurance policy or policies referred to in clause (a) hereof affecting the demised premises so as to repair or rebuild the demised premises as closely as may be conveniently be possible in accordance with the wishes of the Tenant, but in no event shall the Landlord be required to expend more money than the proceeds of the aforesaid fire insurance policy or policies for such purposes.

7. At the expiration of the primary term or any renewal thereof, any and all alterations, improvements or additions including securely attached partitions on or to the demised premises made by the tenant shall not be removed by the Tenant and shall be and become the property of the Landlord, it being understood, however, that all moveable chattels shall remain the Tenant's property and may be removed by it on the termination of the primary term or any renewal thereof.
8. All notices required to be given hereunder shall be in writing and may be given personally or by prepaid registered mail addressed to the party for which the same is intended, to its address designated hereunder or to such other address as may be substituted therefore from time to time by proper notice hereunder, in which case, it shall be deemed to be received 48 hours after it is mailed. The Landlord's address is: Bashaw, Alberta, the Tenant's address is: Bashaw, Alberta.
9. This agreement shall enure to the benefit of and be binding upon the practice hereto and their successors.

IN WITNESS WHEREOF the parties have affixed their corporate seal by the hands of its proper officers and their hands and seals respectively, the day and year first above written.

TOWN OF BASHAW

Mayor

Town Manager

BUFFALO LAKE GOLDEN AGE CLUB

Witness Theresa Fuller.

President

Witness Theresa Fuller.

Secretary

Bashaw School

Craig Dimond, Principal - Chelsea Niederlag Assistant Principal
Box 69, Bashaw AB
(780) 372-3800 phone (780) 372-3927 fax

June 16, 2026

CAO Theresa Fuller
Town of Bashaw
Box 510
Bashaw, AB T0B 0H0

RECEIVED
JUN 17 2026

Dear CAO Fuller:

I am writing to you today requesting the support of the Town of Bashaw in hosting the 2026 **S/Sgt Bruce Holliday Memorial** XC Run taking place **September 17th, 2026.** The run has proven that it has a net positive impact on the community as it attracts 1000+ visitors.

The Holliday Run committee, in conjunction with the Battle River Race Series, has been hard at work preparing for this year's run. We are requesting similar support to past years including:

- Road closure at 54 Ave below the water tower for the duration of the event.
- Road closure at 52 Ave from the library to the fitness park.
- Alleyway use behind Sproule and Robinson Places.
- Alleyway behind 52nd St adjacent to the Nature Trail.
- A limited lane closure on 52nd/54St (near Brown-Gust / Shantz) if required for safety buffering.
- Use of Town barricades.
- Bashaw Arena complex & Tourism Booth spaces (external).
- Assistance communicating any such road closures as deemed ordered by Council. **Voyent Alert use last year has been successful** when paired with doorknocking and other notifications such as school newsletters.

The S/Sgt Bruce Holliday Memorial XC Run has been a success in part thanks to support from organizations like the Town and its Fire Department. A variety of other local and regional businesses, Stettler EMS, and the greater Battle River Race Series help create the conditions for success of this run.

Last year, the Holliday Run was the second largest race in the race series, fielding nearly 800 athletes, and playing host to a fantastic tent city that included food trucks

that the broader community accessed throughout the event.

Early approval allows us to begin notifying affected residents and community members well in advance of race day and to engage with necessary stakeholders including our sponsors, event partners, and local residents.

Your support will help us continue to deliver upon our vision of hosting a premier Central Alberta race and continue to promote both the school and the town itself as regional gems.

We look forward to presenting to Council and our hope is to be included in the June 24th agenda as a delegation. We will provide accompanying notes, such as course maps, during our presentation.

In short, there are no material changes to this year's race and we are looking forward to once again highlighting our community.

Sincerely,

Al Middleton
Referee
S/Sgt Bruce Holliday Memorial XC Race

REGULAR MEETING OF COUNCIL
MINUTES
June 1, 2026, 6:00 pm
Council Chambers & Zoom Access

In Person: CAO Fuller (5:30pm), Deputy Mayor McIntosh (5:43pm), Mayor Orom (5:51pm), Councillor Masyk (5:30pm), Councillor Kohlman (5:35pm), Councillor Meger (5:30pm)
Council by Zoom: none.
Absent with notice: none.
Recording Secretary: CAO Fuller
Public: none
Public Zoom: User
Press by zoom: Kevin Sabo (6:00 pm)

1. CALL TO ORDER by Mayor Orom (6:00pm)

2. ADOPTION OF AGENDA

MOVED by Deputy Mayor McIntosh to approve the June 1, 2026, Regular Meeting of Council agenda.
MOTION #102-2026 CARRIED

3. PUBLIC HEARINGS – None

4. DELEGATIONS
   4.1 Bashaw Minor Ball – Char Broughton

Char shared with Council Bashaw Minor ball's concerns with ball diamond 3, and concerns regarding it being within the racetrack. The discussion continued regarding the possibility of new facilities in a different location. Council recommended that they come up with a plan, determine how much land they require, start fundraising, and follow up with the Town and Camrose County.

Char Broughton left the meeting at 5:56 pm.

MOVED by Councillor Kohlman to accept the Bashaw Minor ball presentation as information at the June 1, 2026, regular meeting of Bashaw Town council.
MOTION #103-2026 CARRIED

5. APPROVAL OF MINUTES
   5.1 Minutes of the May 20, 2026, Regular Meeting of Council

MOVED by Councillor Kohlman to approve the minutes from the May 20, 2026, Regular Meeting of Council.
MOTION #104-2026 CARRIED

6. CONSENT AGENDA
   6.1 Budget Variance Report April 30, 2026
   6.2 Nordic Quarterly report – Community Hall
   6.3 Village of Alix – RCMP Detachment Concerns
   6.4 Buffalo Lake Stampede – Request for Contributions
   6.5 Council Committee Reports

Deputy Mayor requested to discuss 6.1 Budget Variance report, 6.2 Nordic Quarterly Report, and 6.3 Village of Alix RCMP concerns, the items will be placed in the New & Unfinished business as 7.3 Budget Variance Report, 7.4 Nordic Quarterly report, and 7.5 Village of Alix RCMP concerns.

7. NEW & UNFINISHED BUSINESS

7.1 2026 Town of Bashaw Capital Budget

MOVED by Deputy Mayor McIntosh to approve the 2026 Capital Budget of $732,629 purchases from the Canada Community Building fund, $813,656.00 purchases from the Local Government Fiscal Framework; Capital, and $43,346.95 purchases from the Unrestricted cash surplus, on June 1, 2026, regular meeting of Bashaw town council.

MOTION #105-2026 CARRIED

7.2 Direct Control Development Application 2026 - 04

MOVED by Deputy Mayor McIntosh to deem the Development Permit 2026-04 complete and direct administration to send a complete letter to the applicant.

MOTION #106-2026 CARRIED

MOVED BY Deputy Mayor McIntosh that Council approve Development Permit 2026 - 04 for a Residential Care Facility (Senior's Home) within Direct Control (DC-1) District One at Lot A, Block 40, Plan 2533NY subject to compliance with the Land use Bylaw 780-2018, applicable Municipal Bylaws and Policies, and the following conditions:

1. This Development Permit Authorizes the discretionary Development in accordance with the following:
2. Application and materials May 4, 2026.
3. Site plan, signage plan, parking plan and supporting materials provided on May 4th and May 14th, 2026, as attached.
4. This approval is limited to a maximum of thirty-eight (38) seniors dwelling units and a minimum of three (3) full-time staff must be on the premises at all times.
5. This approval does not authorize any changes to the overall site plan or exterior elevations of the subject buildings. A new development permit is required for site or elevation changes. Changes are only approved for the interior of the building.
6. Signage approvals are limited to the one free-standing sign 4ft x 3 ft. and a maximum of 6 ft. in total height.
7. It is the Developer's responsibility to locate all underground utilities and rights of way prior to construction or excavation. Contact ALBERTA ONE-CALL at 1-800-242-3447 or online at http://www.alberta1call.com.
8. It is the Developer's responsibility to obtain and comply with all required safety codes permits from the Town of Bashaw Approved Authority; The Inspections Group Inc. and to schedule inspections for Building Permit/Gas/Plumbing/Electrical/Fire as required.
9. The Developer must develop the lands as described in the application; any changes to the submitted plan require a new development permit.
10. The Developer is responsible for ensuring site suitability prior to construction.

11. The approved uses within this Development Permit constitute the only approved uses for the affected lands. Upon the issuance of this Development Permit, all prior approved uses for the affected lands are null and void.
12. The Applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents, or contractors, to any public or private property.
13. The Developer is responsible for obtaining and complying with all required provincial and federal approvals as applicable.
14. The Developer is responsible to comply with all required Town of Bashaw bylaws and policies as applicable.

NOTE: Have this Development Permit with you when applying for any of the above Permits.
A Development Permit issued in accordance with the Notice of Decision is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, development has not commenced or been carried out with reasonable diligence, this Permit shall be null and void.

NOTE: This permit does not excuse violation of any Regulation, Bylaw, Act or Agreement which may affect the proposed

Administration notes that there is no ability for anyone to appeal a decision of Council for a development permit decision within a Direct Control (DC) District in accordance with the provisions of the *Municipal Government Act.*
MOTION #107-2026 CARRIED

7.3 Budget Variance Report

Council reviewed the document with the CAO.

7.4 Nordic Quarterly report – Community Hall

Council requested the CAO explain the relationship between the town and Nordic Managing systems. The CAO shared historic information and some of the costs for the preventative maintenance program. Nordic Managing systems also does preventative maintenance for the Bashaw Arena.

MOVED by Deputy Mayor McIntosh to direct administration to book a presentation from Nordic Managing systems.
MOTION #108-2026 CARRIED

7.5 Village of Alix – RCMP Detachment Concerns

MOVED by Deputy Mayor McIntosh to authorize the Mayor to send a letter to Deputy Commissioner Daroux reiterating the concerns presented by the Village of Alix Council dated May 14, 2026.
MOTION #109-2026 CARRIED

8. CELEBRATORY CORRESPONDENCE FROM COUNCIL-none

9. CLOSED MEETING OF COUNCIL

10. NOTICES OF MOTION – none

11. NEXT MEETING – June 24, 2026 – 6:00 pm.

12. ADJOURNMENT – Councillor Kohlman adjourned the meeting at 7:24 pm.

MAYOR, Cindy Orom

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller

June 24, 2026, Council Committee Reports Received

Mayor Cindy Orom

No meetings to report.

Deputy Mayor Kyle McIntosh

June 4 - resident meeting about community memorial project

June 10th - fire department. We had a great crew represent us in Calgary for stair climb. Working with elected officials on awards.

June 24 - invited to deliver town greetings for Kindergarten graduation.

June 30 - emergency alert full day

Councillor Reina Masyk

BRHW Foundation,
-Update discussion on charitable foundation application
-Discussion on creating a supportive coffee group for cancer patients.
-luncheon plans for mental health clinic seminar.
-Discussion on letters of support for the Clinic health model
-Discussion on upcoming donations
-Discussion on Bus Society insurance rates.
-Golf for cancer funding discussion.

Bashaw library board meeting
-Summary of the current information on the passing of Bill 28.
-Approval of library privacy policy, an appointment of privacy officer
-Funding approval to attend the Parkland conference for staff and board members
-Discussions on the summer reading program
-Imagination library information discussed
-Tax updates and CRA acknowledgement for the tax program
-Tech updates
-Insurance renewed
-Discussion of the summer reading program, the theme is ocean
-Privacy management committee discussion.
-Farewell gift card purchase for Sara.

Councillor Ambyr Kohlman
No meetings to report.

Councillor Carman Meger
No meetings to report.

CHIEF ADMINISTRATOR'S REPORT
Submitted for June 24, 2026, Regular Meeting of Council

1. Meetings, training

    - May 22, 2026 – Human Resources meeting
    - June 2, 2026 – CAO out of the office
    - June 4, 2026 – Staff Performance review
    - June 8 – 10, 2026 – CAO out of the office
    - June 15, 2026 – Meeting with Trinus
    - June 17, 2026 – Bashaw Business Navigation supports wrap up meeting
    - June 19, 2026 – CAO out of the office in afternoon
    - June 23, 2026 – Computer work being completed at office

2. Ongoing follow up of Council assigned tasks.
3. Circulate advertisement for Land Use bylaw Amendment.
4. Complete Summer student requirements for initial applications
5. Submit grant applications and arrange correction of the applications. Revise capital budget.
6. Agenda and minutes preparation for this meeting.
7. Follow up on resident concern.
8. Follow up communication – email and phone calls.

Town of Bashaw
Council Direction Tracking Report June 2026

		Status
MOTION #171-2025	**MOVED** by Deputy Mayor McIntosh to direct administration to research the costs associated with recording council meetings and having them accessible to the public, provisions for this to be included in the Procedural Bylaw 785 – 2018.	Incomplete
MOTION #174-2025	**MOVED** by Councillor Masyk to direct administration to obtain quotes for strategic planning and rebranding, for the purposes of planning in 2026.	Decided to proceed with Council & Community engagement
MOTION #223-2025	**MOVED** by Deputy Mayor McIntosh to approve Mayor Orom and CAO Fuller to execute the Emergency Services Mutual Aid Agreement between Lacombe County and the Town of Bashaw.	In process, awaiting signed copy from Lacombe
MOTION #238-2025	**MOVED** by Deputy Mayor McIntosh to direct administration to work with public works to create a standard operating guideline for the Bashaw Arena inclusive of the ice plant, and brine system.	In Process
MOTION #006-2026	**MOVED** by Deputy Mayor McIntosh to direct Administration to re-draft the administration version of the Beautification Terms of Reference Policy 15.10; with Council recommendations.	Presented bylaw draft March 18, 2026.
MOTION #023-2026	**MOVED** by Mayor Orom to revise the Proclamations/Letters of Recognition Policy 12.70; change must to should in section 2.2, change the timeline from 30 days to 14 days, and create a congratulatory letter in a separate section.	Incomplete
MOTION #025-2026	**MOVED** by Deputy Mayor McIntosh to direct Administration to bring forward the Town of Bashaw Employee recognition policy at a future meeting of Council.	Incomplete
MOTION #035-2026	**MOVED** by Councillor Meger to generate a letter of support to the Bashaw & District Regional Health & Wellness Foundation to the area MLA, the Health Minister, the Premier, and the opposition critic as applicable; on behalf of Bashaw Town Council.	Complete
MOTION #055-2026	**MOVED** by Councillor Kohlman to direct administration to revise Bylaw 838-2026 – Bashaw Beautification Committee Bylaw, with the recommended changes, and bring it forward for council review.	Incomplete
MOTION #056-2026	**MOVED** by Mayor Orom to direct administration to revise the Proclamations/Letters of Recognition Policy 12.70 to include recognition for Sports teams and Good Neighbor awards/consideration.	Incomplete
MOTION #057-2026	**MOVED** by Councillor Kohlman to direct administration to revise and update; 6.10 Awards policy to include staff, Fire Department members, Council and Volunteers; and bring it back to council for approval.	Incomplete
MOTION #061-2026	**MOVED** by Deputy Mayor McIntosh to approve the Dispatch definition as presented; February 2, 2026 email; from the Camrose City Police service, to be included as an addition/addendum to the Emergency Fire Dispatch services agreement with Camrose Police Service.	Notified & Addendum signed.
MOTION #072-20	**MOVED** by Deputy Mayor McIntosh to direct administration to provide the numbers of residents at the sewer base threshold, number of locations at the $105.00 maximum charge, check when the fee was last changed, and generate some recommendations for changes to the fees.	Incomplete
MOTION #078-20	**MOVED** by Deputy Mayor McIntosh to direct administration to seek legal advice regarding airport hangar leases.	In process

MOTION #083-20	**MOVED** by Deputy Mayor McIntosh to forward the following community policing priorities to the Bashaw RCMP detachment; continue traffic monitoring in various areas of challenge, property crimes, and participate in the Regional Wellness initiative by participating as best able with staffing challenges; participate in community events, continued community interactions to improve policing presence and relationships.	Complete
MOTION #086-20	**MOVED** by Councillor Meger to direct administration to publicly advertise the airport hay/crop lease set to expire in January 2027.	In process
MOTION #092-2026	**MOVED** by Deputy Mayor McIntosh that Bashaw Town Council issue the attached incomplete letter for the 2026 – 04 – Development permit application Residential care Facility (Senior's home) at Lot A, Block 40, Plan 2533 NY to applicant Ludy Magracia & Company; 2807979 Alberta Ltd, with the change of wording in section 2 from maximum to minimum.	Complete

Public Works Foreman Report

May–June 2026

Submitted By: Foreman Lindy Black

Reporting Period: May 1, 2026 – June 30, 2026

Overview

During the months of May and June 2026, Public Works staff completed a variety of infrastructure maintenance, utility repairs, beautification projects, and seasonal operations throughout the community. Regular maintenance programs continued alongside several emergency and capital improvement projects.

Completed Projects and Maintenance Activities

Water and Utility Infrastructure

- Responded to and repaired a water main break at the Fire Hall, restoring service and minimizing disruption.
- Completed fire pump repairs and operational testing to ensure system reliability and compliance.
- Installed a new fire hydrant to improve fire protection coverage and water system accessibility.
- Performed maintenance and repairs to the septic receiving station to maintain operational efficiency.
- Completed repairs to the RV sani-dump facility to ensure continued public access and functionality.

Roads and Transportation

- Assisted with and monitored activities related to the 49th Street road construction project.
- Conducted routine gravel road grading on a two-week rotation schedule to maintain road conditions and improve driving safety.
- Completed grading of municipal alleys as required throughout the reporting period.
- Performed seasonal street sweeping operations and disposal of collected debris.

Parks, Cemetery, and Community Beautification

- Repaired sections of fencing at the municipal cemetery to improve safety and appearance.
- Removed fallen trees from municipal property and road allowances as required.
- Completed annual spring cleanup activities throughout the community.
- Installed and maintained hanging flower baskets in designated public areas.

- Planted trees around the pond area as part of ongoing community beautification and environmental enhancement efforts.
- Groomed and maintained the nature trail system to improve accessibility, safety, and overall user experience for residents and visitors.

Staff Development and Training

- Provided orientation, supervision, and training for summer students, including safe operation of equipment, workplace safety procedures, and daily maintenance responsibilities.

Summary

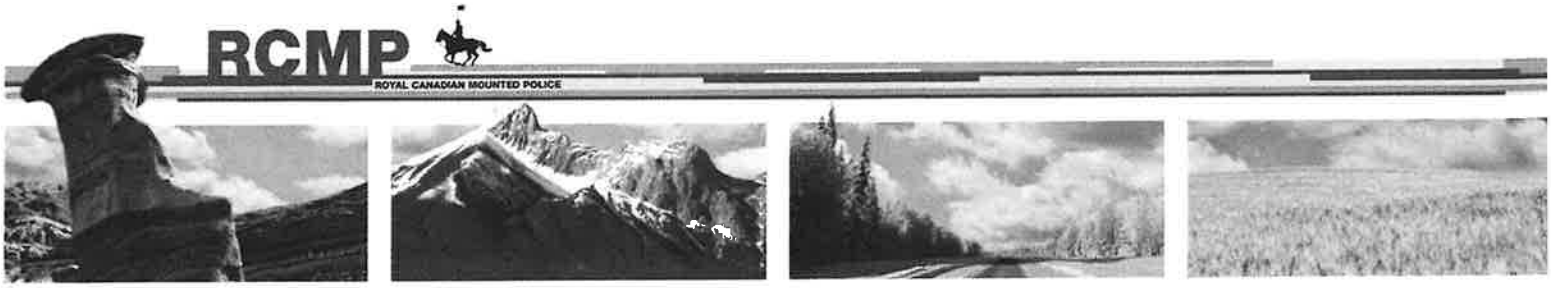
The Public Works Department successfully completed scheduled maintenance programs while responding to infrastructure repairs and seasonal operational requirements. Staff continued to maintain municipal assets, improve community appearance, and support public safety through timely repairs and preventative maintenance initiatives. Training of summer students was initiated to support seasonal operations and ensure safe work practices.

Respectfully submitted,

Forewoman Lindy Black

Water Reconciliation 2026

	Billed	WTP					
	HWY 12 2 TOWN						
	CUBES	CUBES	DIFF	Metered	DIFF	Total Loss	Daily Ave WTP
JAN	7784	7739	45	6705	1034	1079	369
FEB	7216	7101	115	5340	1761	1876	374
MAR	8255	8302	-47	5494	2808	2761	377
APR	8018	7879	139	7023	856	995	394
MAY	9189	8877	312	7205	1672	1984	444
JUN			0		0	0	
JUL			0		0	0	
AUG			0		0	0	
SEP			0		0	0	
OCT			0		0	0	
NOV			0		0	0	
DEC			0		0	0	
	40462	**39898**	564	31767		8695	
			1.413605			21.793072	



2026/06/01

Cpl. Grant GLASIER
Acting Detachment Commander
Bashaw, Alberta

Dear Ms FULLER,

Please find attached the quarterly Community Policing Report for the period of January 1st to March 31st, 2026. This report provides an overview of human resources, financial information, and crime statistics for the Bashaw RCMP detachment, and reflects the ongoing priorities identified by the community we serve.

In addition to the information contained in the attached report, I would also like to highlight a significant national development that will impact frontline policing operations in the coming months. The RCMP has recently awarded a contract for a new modernized general duty service pistol, marking an important step in enhancing public and officer safety, as well as operational effectiveness.

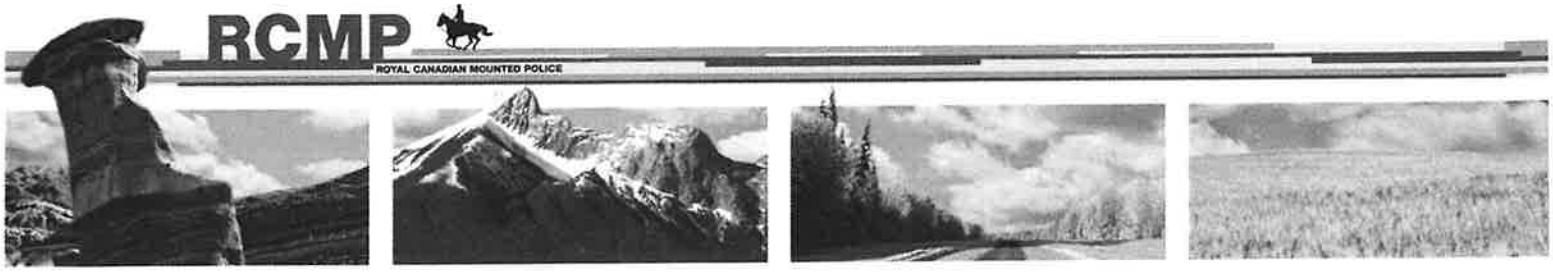
The selected model is the Glock 45 MOS 7 Duty Pistol. This modernized pistol will be issued as part of a comprehensive package, including a red dot sight (Aimpoint Acro P-2), a weapon-mounted light (Streamlight TLR-7X), three magazines, interchangeable grip components, a lanyard loop attachment, a Safariland duty holster, and a secure carrying case.

The rollout will occur in phases with priority given to frontline officers. Distribution across RCMP divisions will be based on operational needs, and full deployment is anticipated by summer 2028.

A transition of this scale requires comprehensive training to ensure safe and effective use. A training program has been developed and will begin rolling out to instructors this summer. A mandatory four-day training program for frontline officers is expected to follow in late summer and fall, concluding with annual firearms qualification. Training schedules are being developed to ensure there is no impact to frontline service delivery levels.

This modernization effort reflects the RCMP's ongoing commitment to ensuring officers have the appropriate tools and training to serve their communities safely and effectively. Investments in equipment such as this are essential to maintaining high standards of policing and adapting to evolving operational demands.

We remain committed to transparency and to keeping our municipal partners informed of significant developments that impact policing services in your community. Should you have any questions or wish to discuss this initiative further, please do not hesitate to reach out.



Sincerely,

Cpl. Grant GLASIER
Acting Detachment Commander
Bashaw, Alberta

RCMP
ROYAL CANADIAN MOUNTED POLICE

Bashaw Provincial Detachment
Crime Statistics (Actual)
January to March: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	1	0	0	N/A	N/A	0.0
Sexual Assaults		2	2	1	3	0	-100%	-100%	-0.3
Other Sexual Offences		1	3	0	8	1	0%	-88%	0.5
Assault		7	11	8	17	9	29%	-47%	1.0
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	1	0	1	N/A	N/A	0.2
Criminal Harassment		2	1	8	4	10	400%	150%	1.9
Uttering Threats		6	2	4	5	10	67%	100%	1.1
TOTAL PERSONS		**18**	**19**	**23**	**37**	**31**	**72%**	**-16%**	**4.4**
Break & Enter		17	10	12	10	22	29%	120%	1.0
Theft of Motor Vehicle		7	2	5	3	12	71%	300%	1.1
Theft Over $5,000		4	3	3	0	5	25%	N/A	-0.1
Theft Under $5,000		16	7	10	12	20	25%	67%	1.3
Possn Stn Goods		3	3	6	1	4	33%	300%	0.0
Fraud		9	11	10	8	12	33%	50%	0.3
Arson		1	1	0	0	2	100%	N/A	0.1
Mischief - Damage To Property		15	17	7	11	18	20%	64%	0.0
Mischief - Other		4	4	2	5	7	75%	40%	0.7
TOTAL PROPERTY		**76**	**58**	**55**	**50**	**102**	**34%**	**104%**	**4.4**
Offensive Weapons		4	4	0	1	0	-100%	-100%	-1.1
Disturbing the peace		0	0	2	2	3	N/A	50%	0.8
Fail to Comply & Breaches		8	4	2	5	7	-13%	40%	-0.1
OTHER CRIMINAL CODE		3	6	4	4	5	67%	25%	0.2
TOTAL OTHER CRIMINAL CODE		**15**	**14**	**8**	**12**	**15**	**0%**	**25%**	**-0.2**
TOTAL CRIMINAL CODE		109	91	86	99	148	36%	49%	8.6

RCMP
ROYAL CANADIAN MOUNTED POLICE

Bashaw Provincial Detachment
Crime Statistics (Actual)
January to March: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	0	0	0	0	-100%	N/A	-0.4
Drug Enforcement - Trafficking		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		**2**	**0**	**1**	**0**	**0**	**-100%**	**N/A**	**-0.4**
Cannabis Enforcement		0	0	0	2	0	N/A	-100%	0.2
Federal - General		3	2	1	0	1	-67%	N/A	-0.6
TOTAL FEDERAL		**5**	**2**	**2**	**2**	**1**	**-80%**	**-50%**	**-0.8**
Liquor Act		0	2	0	0	0	N/A	N/A	-0.2
Cannabis Act		0	0	1	0	1	N/A	N/A	0.2
Mental Health Act		15	14	11	22	6	-60%	-73%	-1.0
Other Provincial Stats		10	16	9	17	22	120%	29%	2.5
Total Provincial Stats		**25**	**32**	**21**	**39**	**29**	**16%**	**-26%**	**1.5**
Municipal By-laws Traffic		0	0	0	0	1	N/A	N/A	0.2
Municipal By-laws		5	0	4	0	2	-60%	N/A	-0.6
Total Municipal		**5**	**0**	**4**	**0**	**3**	**-40%**	**N/A**	**-0.4**
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		2	2	3	5	2	0%	-60%	0.3
Property Damage MVC (Reportable)		56	65	51	35	32	-43%	-9%	-7.8
Property Damage MVC (Non Reportable)		6	8	10	13	8	33%	-38%	0.9
TOTAL MVC		**64**	**75**	**64**	**53**	**42**	**-34%**	**-21%**	**-6.6**
Roadside Suspension - Alcohol (Prov)		1	1	2	2	0	-100%	-100%	-0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		**128**	**216**	**60**	**108**	**125**	**-2%**	**16%**	**-11.4**
Other Traffic		**0**	**0**	**1**	**0**	**0**	**N/A**	**N/A**	**0.0**
Criminal Code Traffic		**2**	**3**	**2**	**9**	**5**	**150%**	**-44%**	**1.2**
Common Police Activities									
False Alarms		**2**	**5**	**1**	**4**	**7**	**250%**	**75%**	**0.9**
False/Abandoned 911 Call and 911 Act		**3**	**0**	**1**	**0**	**2**	**-33%**	**N/A**	**-0.2**
Suspicious Person/Vehicle/Property		**35**	**17**	**27**	**26**	**18**	**-49%**	**-31%**	**-2.5**
Persons Reported Missing		**3**	**1**	**2**	**4**	**1**	**-67%**	**-75%**	**-0.1**
Search Warrants		**0**	**0**	**0**	**0**	**0**	**N/A**	**N/A**	**0.0**
Spousal Abuse - Survey Code (Reported)		**5**	**12**	**11**	**13**	**16**	**220%**	**23%**	**2.3**
Form 10 (MHA) (Reported)		**0**	**1**	**1**	**2**	**0**	**N/A**	**-100%**	**0.1**

DATE June 9, 2026
PAY TO THE ORDER OF STARS®
$ 848.00
Eight Hundred Forty Eight
XX/100 DOLLARS
MEMO SUPPORTING CRITICAL CARE, ANYWHERE
Town of Bashaw
C-GLLS

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	June 24, 2026
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	Second & third Reading Land Use Bylaw Amendment Bylaw 841 - 2026

Background/Proposal:

The Applicant has applied for a textual amendment to the Land Use Bylaw to allow for a housing, security suite to be added as a discretionary use in the Highway Commercial (HC) District of the Land Use Bylaw. While this amendment would apply to the entirety of parcels designated HC District, the reason for the proposed change is to allow the Applicant to have a legal, compliant, bylaw-conforming dwelling unit within their commercial/industrial building.

Discussion/Options/Benefits/Disadvantages:

Overall Proposed Change and Impacts:

The proposed textual amendment would allow for the Development Authority to approve housing, security suites as a discretionary use within parcels designated Highway Commercial (HC) District. This would allow for dwelling units that are accessory and subordinate to larger scale commercial and industrial uses provided that they are in compliance with provincial building codes and appropriate in the proposed location.

Administration reviewed other land use bylaws across Alberta and found that there are many examples of accessory style dwelling uses within Highway Commercial type land use districts in both rural and urban land use bylaws. These are typically a discretionary use in the district to allow a thorough review by the Development Authority to ensure they are appropriate for the subject developments and overall area.

Administration then reviewed to see if there were any special use regulations in place that should be considered with this potential addition of a use to the land use district. In consultation with other municipalities and in a review of other land use bylaws, it was not standard to have additional regulations for this particular use. In the interests of business-friendliness and ensuring that land use bylaws remain user-friendly, short and not overly onerous in terms of regulation, most municipalities do not require additional regulations for this use. The most significant concern appears to be safety, which is covered through provincial building code and occupancy requirements.

Given the diverse nature of this type of use in future highway commercial districts and the wide range of potential circumstances that these types of dwelling units might need to be integrated into a district, having a strong definition for the use and ensuring it remains limited and discretionary is the most appropriate way to incorporate it into the bylaw. Concerns about safety and overall building integration are best addressed through provincial code

requirements, rather than potentially duplicating or stepping outside of municipal jurisdiction with additional regulations on this use.

Site Specific Changes

The proposed request is to facilitate a dwelling unit at 4515 – 50 Street in Bashaw. The existing building currently has a wide range of uses within it. This includes office spaces, an electrician, a sandblasting and powder coating business and other related uses. The proposed request would allow for a dwelling unit that would be defined as housing, security suite to provide dwelling accommodation. This unit would also provide a key purpose of providing added security and a frequent human presence in the building, adding security for this type of use in a non-residential area.

The first reading report indicated that "in 2016, under the previous Land Use Bylaw, a development permit was issued to allow for the dwelling unit to be located within the parcel. It was lawfully constructed and built in accordance with the requirements of the land use bylaw and safety codes requirements. With the adoption of the new Land Use bylaw in 2018, the dwelling unit became legal non-conforming and with DP 2023-03, this use was specifically removed from the property. This proposed amendment would legalize the suite as a conforming dwelling with the land use bylaw by allowing the Applicant to obtain a development permit for dwelling units as a discretionary use within the Highway Commercial (HC) District."

Upon further review of the site's history, Administration notes that DP 2023-03 removed non-EMS sleeping quarters from the approved uses. Therefore, please note that the proposed amendment will not legalize the suite and that any new sleeping quarters beyond the approved EMS sleeping quarters will require approval of a new Development Permit.

As noted previously, appropriate safety codes legislation requirements would still need to be followed and appropriate buffering, barriers, separate air and temperature control systems and other differentiation between residential and non-residential uses would still need to occur. To date, the residential component has been used in conjunction with commercial/industrial operations on the site, including with the operations of the sandblasting and paint facility, and supports the ongoing function, security, and management of the property.

This change would legalize the use and remove it from being a non-conforming existing use at 4515 – 50 Street in Bashaw.

Public Hearing Consultation

Council gave first reading to Bylaw 841-2026 Amendment to Land Use Bylaw 780-2018 on May 20, 2026. The application was circulated to adjacent neighbours and advertised in the local newspaper on June 11, 2026 and June 18, 2026 dates.

As of June 19, 2026, at 8:00am, one written response identifying a number of concerns was received from members of the community. The written response is attached to this report.

Written submissions received after June 19, 2026, at 11:00am will be provided at the Public Hearing.

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

Summary

If approved, this land use bylaw change would allow Applicants to apply for housing, security suite development permits as a discretionary use in the Highway Commercial (HC) District. As a discretionary use, the Development Authority would have the ability to apply the necessary conditions at the development permit stage depending on the context of the subject site and to ensure appropriate integration with overall developments and the surrounding neighbourhoods. As a discretionary use, the permit would also be open to appeal to the Subdivision and Development Appeal Board.

All necessary building and safety code legislation would apply to these as dwelling units within this district.

Costs/Source of Funding (if applicable)
No funding required.

Applicable Legislation:
MGA – Section 617.

Community Engagement Consideration:
Given the limited impact of this amendment, Administration does not recommend formal public engagement. The proposed amendment will still require the housing, security suite to be a discretionary use in the Highway Commercial (HC) district which means that appropriate oversight through the development permit process will be in place and the appeal process will always be an option for future development permits of this nature.

Recommended Action:
Administration recommends passing the following motion(s):

MOVED BY _____ approve Second reading of 841 - 2026 amending Land Use Bylaw 780-2018 to add housing, security suite to the Highway Commercial (HC) District as a discretionary use and to add it as a definition in Section 2.2 Definitions as follows:
Housing, security suite is a subordinate dwelling unit intended to provide on-site accommodation for staff or owners responsible for the security, maintenance, or operation of a principal commercial, industrial, or agricultural use.

MOVED BY _____ approve Third reading of 841 - 2026 amending Land Use Bylaw 780-2018 to add housing, security suite to the Highway Commercial (HC) District as a discretionary use and to add it as a definition in Section 2.2 Definitions as follows:
Housing, security suite is a subordinate dwelling unit intended to provide on-site accommodation for staff or owners responsible for the security, maintenance, or operation of a principal commercial, industrial, or agricultural use.

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

Discussion Result:
N/A

BY-LAW # 841 – 2026

BY-LAW NO. 841 - 2026	A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of adding housing, security suite to the (C2) Highway Commercial District as a discretionary use and to add it as a definition in section 2.2 Definitions.
WHEREAS	The town has received an application for a text amendment to the (C2) Highway Commercial district
NOW THEREFORE	Pursuant to the Municipal Government Act, Section 606, the Council of the Town of Bashaw duly assembled, hereby enacts as follows:
	That By-law No. 780 - 2018 be amended as follows:
	A By-law of the Town of Bashaw in the Province of Alberta, introduced for the purpose of adding housing, security suite to the (C2) Highway Commercial District as a discretionary use and to add it as a definition in section 2.2 Definitions as follows:
	Housing, security suite is a subordinate dwelling unit intended to provide on-site accommodation for staff or owners responsible for the security, maintenance, or operation of a principle commercial, industrial or agricultural use.

RECEIVED FIRST READING THIS
20th DAY OF May, A.D. 2026
IN THE Town of Bashaw, IN THE
PROVINCE OF ALBERTA

*_____
*MAYOR
*
*_____
*ADMINISTRATOR

RECEIVED SECOND READING THIS *_____

DAY OF, AD 2026
IN THE Town of Bashaw, IN THE
PROVINCE OF ALBERTA

*MAYOR
*
*_____
*ADMINISTRATOR

RECEIVED THIRD AND FINAL
READING THIS DAY OF
A.D. 2026, IN THE Town of Bashaw
IN THE PROVINCE OF ALBERTA

*_____
*MAYOR
*
*_____
*ADMINISTRATOR

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	June 24, 2026
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.2 Town of Bashaw - Revised - 2026 Capital Budget

Background/Proposal:
Attached is the Revised 2026 Capital Budget.

Discussion/Options/Benefits/Disadvantages:
Attached is the revised capital budget. The Local Government Fiscal framework capital grant has a minimum of just over $31,000 application threshold. Therefore, the garage doors, valve exerciser, and the balance of the fire pump would not qualify for funding.

The capital budget has the same overall total as the first version, however the total funded items from the Unrestricted surplus will increase to $47, 422.00.

The original amount of $28,346.95 that was earmarked for the 49 Street project; funded through unrestricted surplus, will now be funded through the LFGG Capital funding.

Costs/Source of Funding (if applicable)
Canada Community Building Fund, Local Government Fiscal Framework Capital. Restricted reserves and Unrestricted cash surplus.

The additional paving patches did not qualify for grant funding as a project.

Applicable Legislation:
Municipal Government Act; Section 245 and 246.

Community Engagement Consideration:
The administration is willing to proceed as the council's request.

Recommended Action:
Proceed with the following motion:

MOVED BY _____ to rescind motion number #30-2026.

MOVED BY _____ to rescind motion number #105-2026.

MOVED BY _____ to approve the 2026 Capital budget of $273,629 purchases from the Canada Community Building Fund, $809,580.95 purchases from the Local Government Fiscal Framework; Capital, and $47,422.00 purchases from the Unrestricted cash surplus, on June 24, 2026, regular meeting of Bashaw Town Council.

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

Or motion of Council determination.

Discussion Result:
Additional research Requested:

Town of Bashaw - 2026 Capital Plan
June 24, 2026 Revision

Dept Code	Project	2026	Funding Source	Notes
			Reserves	
	Breathing Air Compressor & Repairs	$16,000.00	Restricted for Operating Fire Reserve	Passed May 20, 2026, motion #100-2026
	2016 John Deer 1025R wth attachments	$40,000.00	Restricted for Capital; Roads, Streets & Equipment Reserve	Passed April 15, 2026, motion #66-2026
	Total	$56,000.00		
			Canada Community Building Canada Fund	
	49 Street Infrastructure Project	$222,551.00	Canada Community Building Canada fund	Passed February 18, 2026, #30-2026
	Fire Pump WTP	$51,078.00	Fund the most of the pump through CCBF.	The firepump is in need of replacement
	Total	$273,629.00		
			Local Government Fiscal Framework - Capital	
	49 Street Infrastructure Project	$781,234.00	Local Government Fiscal Framework - Capital.	Passed February 18, 2026, motion #30-2026
	49 Street Infrastructure Project	$28,346.95	Unrestricted surplus, change to LGFF Capital	Passed February 18, 2026, motion #30-2026
	Total	$809,580.95		
			Unrestricted Surplus	
	Additional Funds for Paving Patches	$15,000.00	Unrestricted surplus	Quotes for pave/patch repairs have come in. We have $23,500 in the Operating Budget, with the extra funds this should enable us to complete most areas.
	Fire Pump WTP	$8,922.00	Fund the balance of the fire pump	The firepump is in need of replacement
	Public works shop garage doors	$14,000.00		Garage doors are deteriorating
	Valve Exerciser	$9,500.00		The current valve exerciser is oversized and damages valves.Cumbersome to use.
	Total	$47,422.00		
	Total Capital Funds:	$1,186,631.95		

Revised Capital Budget Approved by Motion:

Chief Elected Official

Chief Administrative Officer

Funding Sources - 2026

Canada Community Building Fund	
2025 Carryforward	$172,611.00
2026 Allocation	$101,018.00
Total	$273,629.00
Local Government Fiscal Framework Capital	
2025 Carryforward	$517,987.00
2026 Allocation	$317,976.00
Total	$835,963.00
Unrestricted Surplus	
Total	$1,005,159.00

Town of Bashaw - 2026 Capital Plan
June 1, 2026 (Previous Version)

Dept Code	Project	2026	Funding Source	Notes
			Reserves	
	Breathing Air Compressor & Repairs	$16,000.00	Restricted for Operating Fire Reserve	Passed May 20, 2026, motion #100-2026
	2016 John Deer 1025R wth attachments	$40,000.00	Restricted for Capital; Roads, Streets & Equipment Reserve	Passed April 15, 2026, motion #66-2026
	Total	$56,000.00		
			Canada Community Building Canada Fund	
	49 Street Infrastructure Project	$222,551.00	Canada Community Building Canada fund	Passed February 18, 2026, #30-2026
	Fire Pump WTP	$51,078.00	Fund the most of the pump through CCBF.	The firepump is in need of replacement
	Total	$273,629.00		
			Local Government Fiscal Framework - Capital	
	49 Street Infrastructure Project	$781,234.00	Local Government Fiscal Framework - Capital.	Passed February 18, 2026, motion #30-2026
	Fire Pump WTP	$8,922.00	Fund the balance of the fire pump	The firepump is in need of replacement
	Public works shop garage doors	$14,000.00		Garage doors are deteriorating
	Valve Exerciser	$9,500.00		The current valve exerciser is oversized and damages valves.Cumbersome to use.
	Total	$813,656.00		
			Unrestricted Surplus	
	Additional Funds for Paving Patches	$15,000.00	Unrestricted surplus	Quotes for pave/patch repairs have come in. We have $23,500 in the Operating Budget, with the extra funds this should enable us to complete most areas.
	49 Street Infrastructure Project	$28,346.95	Unrestricted surplus	Passed February 18, 2026, motion #30-2026
	Total	$43,346.95		
	Total Capital Funds:	$1,186,631.95		

June 1, 2026 copy.

Capital Budget Approved by Motion:

Chief Elected Official

Chief Administrative Officer

Funding Sources - 2026

Canada Community Building Fund	
2025 Carryforward	$172,611.00
2026 Allocation	$101,018.00
Total	$273,629.00
Local Government Fiscal Framework Capital	
2025 Carryforward	$517,987.00
2026 Allocation	$317,976.00
Total	$835,963.00
Unrestricted Surplus	
Total	$1,005,159.00

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	June 24, 2026
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.3 First Reading Land Use Bylaw Amendment Bylaw 842 - 2026

Background/Proposal:

The Applicant has applied for a textual amendment to the Land Use Bylaw to allow for an increase in the allowable projection of site accessibility features (such as wheelchair ramps) into front yard setbacks. The provision would allow for a maximum projection of 5.0m into the front yard setback, provided it meets safety code requirements and stays within the property lines for accessibility features such as wheelchair ramps or vertical platform lifts. While this amendment would apply to the entirety of the Town of Bashaw, the reason for the proposed change is to allow the Applicant to have a legal, compliant, bylaw-conforming wheelchair ramp installed on their single-detached home.

The Bylaw amendments proposed would also remove the requirement for a development permit for accessibility features such as wheelchair ramps or vertical platform lifts in the interests of inclusivity for all abilities and to ensure the Town of Bashaw is accessible for everyone, with minimal regulatory burden, provided they comply with all other aspects of the Land Use Bylaw.

Discussion/Options/Benefits/Disadvantages:

Overall Proposed Change and Impacts:

The proposed textual amendment would allow for wheelchair ramps and vertical platform lifts to project up to 5.0m into the front yard setback of land use districts. Provided that the accessibility features met the setbacks of the district, they would also not be required to obtain a development permit if the amendments are approved as proposed.

Administration reviewed other land use bylaws across Alberta and found that there are many examples of increased projection allowances for wheelchair ramps and "accessibility features" in their Land Use Bylaws. There are also some examples of DP exemptions given these are inherently needed for residents to continue to use their properties in many cases and an example of necessary infrastructure for the functionality of residences. In many cases, these features are required as per provincial codes for commercial, institutional and other non-residential uses. Employment law and other legislation also require these features on many buildings in order to ensure all people have access to work and utilize public services and businesses effectively. Given these higher-level legislative requirements and the Town of Bashaw's policy objectives in the MDP to create a welcoming and inclusive community for all, Administration is supportive of the proposed amendments and feel they will advance the community for all ability levels, and not just for this particular landowner.

Site Specific Changes

The proposed request is to facilitate a wheelchair ramp addition to a single-detached dwelling at 4914 – 51st Street in Bashaw (Lots 3 & 4, Block 21, Plan 2627 AC). The proposed will result in the wheelchair ramp being located 1.42m from the property line at its closest point. As the Land Use Bylaw only allows decks to project up to 2.0m into a front yard setback, which is 6.0m, this wheelchair ramp cannot be approved. The variance percentage exceeds the maximum variance amount of 20% that the Development Authority is authorized to grant, even when considering the projection so a Land Use Bylaw Amendment is required in order for this homeowner to proceed with their project.

If these amendments are approved, the wheelchair ramp will comply with the land use bylaw.

Municipal Development Plan Alignment

Page 6 of the MDP notes that "It is envisioned that with increased development Bashaw will: (2) be a community inclusive and welcoming to a diversity of individuals, with opportunities for each age cohort". This initial statement that forms part of the initial vision speaks to the MDP's goal of building an inclusive community for all. These proposed amendments further flexibility to allow for increased accessibility Town wide which aligns with this statement.

Summary

If approved, this land use bylaw change would allow Applicants to build their wheelchair ramp on the front of their home at a distance of 1.42m from the front property line without any further development permit approvals. Overall, the proposed amendments would reduce the regulatory requirements for new accessibility features as they would not require a development permit application if they comply with the Land Use Bylaw. It would also provide greater flexibility to allow these developments to project into the front yard setback.

All necessary building and safety code legislation would continue to apply to these structures.

Costs/Source of Funding (if applicable)
No funding required.

Applicable Legislation:
MGA – Section 617.

Community Engagement Consideration:
Given the limited impact of this amendment, Administration does not recommend formal public engagement. The proposed amendments will still require building code compliance and are in line with higher levels of legislation and the overarching policies of Bashaw Council and its MDP in terms of creating an accessible and inclusive community for all residents.

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

Recommended Action:
Administration recommends passing the following motion(s):

MOVED BY _____ approve first reading of Bylaw 842 – 2026 amending Land Use Bylaw 780-2018 with the following changes:

1. To add to Section 3.2 Development Not Requiring a Development Permit 1(p) accessibility features such as wheelchair ramps and vertical platform lifts that otherwise comply with all regulations of this Bylaw; and,
2. To add to Section 8.16 Projections Over Yards (1)(A) Front Yard: 5.0m for accessibility features such as wheelchair ramps and vertical platform lifts

Discussion Result:
N/A

BY-LAW 842 - 2026

A BY-LAW OF THE TOWN OF BASHAW
IN THE PROVINCE OF ALBERTA

WHEREAS the Municipal Government Act R.S.A. 2000, as amended, requires a municipal Council to consider amendments to the Land Use Bylaw;

AND WHEREAS, copies of this Bylaw and related documents were made available for inspection by the public at the Town office as required by the Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26;

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF BASHAW DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as Bylaw 842 - 2026
2. Schedule "A" outlines the proposed textual amendments to Section 3.2 and Section 8.16 of the Land Use Bylaw.
3. Bylaw 842 - 2026 which amends the Town of Bashaw Land Use Bylaw to amend Section 3.2 and Section 8.16 " is hereby adopted.
4. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act, as amended.
5. This Bylaw shall come into effect on the date of the third and final reading.

This Bylaw comes into force on the day it is finally passed.

RECEIVED FIRST READING THIS
24th DAY OF June, A.D. 2026
IN THE Town of Bashaw, IN THE
PROVINCE OF ALBERTA

*_____
*MAYOR
*
*_____

*ADMINISTRATOR

RECEIVED SECOND READING THIS DAY OF, AD 2026 IN THE Town of Bashaw, IN THE PROVINCE OF ALBERTA

*_____
*MAYOR
*
*_____
*ADMINISTRATOR

RECEIVED THIRD AND FINAL READING THIS DAY OF A.D. 2026, IN THE Town of Bashaw IN THE PROVINCE OF ALBERTA

*_____
*MAYOR
*
*_____
*ADMINISTRATOR

SCHEDULE A

Section 3.2

(1) The following development shall not require a development permit:

(o) Accessibility features such as wheelchair ramps and vertical platform lifts provided they comply with all other regulations of the Land use Bylaw.

Section 8.16

(1) The following encroachments into required front, side and rear yard setbacks in land use districts may be permitted for canopies, balconies, eaves, box-outs, chimneys, gutters, sills, steps/stairs, and, in addition, cantilevers may be permitted to encroach into the front and rear yards only:

a. Front Yard: 2.0 m for balconies; and 1.0 m for cantilevers, eaves, gutters, landings, and window sills (see Figure 8.17.1). 5.0m for accessibility features such as wheelchair ramps and vertical platform lifts as well as the decking surface area associated with them.

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	June 24, 2026
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.4 & 7.5 New Policies to be Approved. Background information

Background/Proposal:
The new financial software has been operational for just over a year. The software can provide a resident portal. The portal is in the process of being set up, there were some technical requirements that needed to be implemented.

Administration is preparing to launch access to the portal for residents.
Property owning residents will have access to:

- Tax information and payment information
- Utility bills and payment information
- Pet licensing
- Ability to pay within the portal, (for a fee) if they choose to

Renters will have access to:

- Utility bills and payment information for the same utility account

Lawyers will have the ability to pay for and request tax certificates.
Assessment information will also be available to the public.

This is not an exhaustive list of the items that residents will have access to.

Discussion/Options/Benefits/Disadvantages:
Residents and vendors will be able to access information by signing up for the service. There is no additional charge for portal access.

This will provide access to information.

The policies Electronic Access to documents and My Online Refund and exchange are necessary for clarity for portal use. Copies of the Policies are attached.

Costs/Source of Funding (if applicable)
The service is included within our contract for the financial software.

Applicable Legislation:
Municipal Government Act; 201 (1)

Community Engagement Consideration:
The administration is willing to proceed as the council's request.

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

Recommended Action:
Proceed with the following motions:

MOVED BY _____ to approve Policy 8.90 Online Services – Electronic Access to Documents on June 24, 2026, regular meeting of Bashaw Town Council.

MOVED BY _____ to approve Policy 8.95 My Online Refund and Exchange on June 24, 2206, regular meeting of Bashaw Town Council.

Or motion of Council determination.

Discussion Result:
Additional research Requested:

Section: TOWN OF BASHAW Finance	Policy #: 8.90
Subject: Online Services – Electronic Access to Documents	Motion Number: # Date Approved: June 24, 2026

Policy Statement:
The Town of Bashaw recognizes the need to provide online access to information to our ratepayers. The scope of these online services and their use is provided within the remainder of this document.

Definitions:
Online Services means online or remote functionality and access to individual user accounts and services as assigned and configured by the Town of Bashaw. These services may include:

- Account inquiry and Balance options;
- Tax Certificate access;
- Assessment and Property inquiries;
- Animal Licensing;
- Available payment Options;

Password means a string of characters that allows access to a computer system or service.

Registration Requirements:
Town of Bashaw ratepayers and vendors wishing to register for the Town of Bashaw online services have two options:

1. Online Enrollment – register using the online registration form available on the My Online site. Information from their town account is required to confirm their account.
2. Manual Enrollment – contact the Town of Bashaw and staff can enroll a user using a provided email address. Confirmation of account information will be required to confirm identity.

Registration Process:

1. Manual Enrollment
   a. Once the Town of Bashaw Staff has enrolled a user, the user will be sent an e-mail with a temporary password. The user must change their password during the first successful login.
2. Online Enrollment
   a. Users who have provided the Town of Bashaw with an email address can visit the My Online website and complete the online Registration Form.
   b. Once the form has been completed, a confirmation email will be sent to the email address provided.
   c. Users will be directed to the My Online site and they can log in with the email and password they provided on the registration form.

Section: TOWN OF BASHAW Finance	Policy #: 8.90
Subject: Online Services – Electronic Access to Documents	Motion Number: # Date Approved: June 24, 2026

Password Privacy:

1. The Town of Bashaw does not store or track user password information, nor will it be held liable for the use of this information.
2. Should a registered user forget their password, they have two options:
   a. Contact the Town of Bashaw and a staff member can have a new temporary password generated and emailed to them.
   b. On the My Online website at the login page, the user can enter the email address and click "Reset Password". This will generate a new temporary password to be emailed to them.
3. Users registered to the online service for the Town of Bashaw should not share their login information with anyone else.

End of Policy:

Mayor

CAO

June 24, 2026
Date.

Section: TOWN OF BASHAW Finance	Policy #: 8.95
Subject: My Online Refund and Exchange	Motion Number: # Date Approved: June 24, 2026

Policy Statement:

The Town of Bashaw understands the necessity to provide information on the return or refund of monies from online payments for goods, services, or fees related to the business of the Town of Bashaw.

Guidelines:

1. Terms and Conditions:
   a. All payments for services shall be in Canadian Currency.
   b. Tax Certificates can be requested and paid for online and will be issued upon municipal approval.
   c. When completing an order, a printable receipt is displayed on the screen to signify that the payment has been processed properly.
   d. The Town of Bashaw currently accepts Visa and Mastercard for credit card processing transactions.
   e. A convenience fee, charged by a third party, will be applied separately and appear as a separate transaction on your statement.

2. Return/Refund Policy:
   a. If a customer experiences a problem during the processing of an online transaction or wishes to request a refund to be processed, the customer shall email the Town of Bashaw at finance@townofbashaw.com or call 780-372-3911 to speak to a representative immediately. The Town of Bashaw will arrange for the appropriate replacement of funds. Convenience fees will not be refunded.

3. Privacy Policy:
   a. Any personal information that the town of Bashaw may garner via the My Online website is being requested and collected under Section 4 of the Protection of Privacy Act (POPA) and will be used for application review and updating municipal records for the Town of Bashaw. If you have any questions about the collection of personal information, please contact the Town of Bashaw at cao@townofbashaw.com or 780-372-3911.

End of Policy:

Mayor

CAO

June 24, 2026
Date.

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	June 24, 2026
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.6. Bashaw Fire Department – Council Approval for Participation 2026 Alberta Wildfire Season

Background/Proposal:

In 2024 Council received a presentation from Dean Clark, Regional Technical Advisor – Public Safety & Emergency Services. The information piece is included in the RFD.

The following motion was passed in November 2024.

MOVED by Councillor McIntosh to approve deployment of Bashaw Fire Fighters to attend provincial wildland fire events for the 2025 fire season; as per the Alberta Wildland Urban Interface Guidelines, as long as the Fire Fighters are trained to the acceptable standard, and there are enough fire fighters remaining in the community for fire response requirements as per the updated standard operating guidelines.

#194-2024 CARRIED

Discussion/Options/Benefits/Disadvantages:

The Bashaw Fire department would like approval to participate in the 2026 Wildland fire season.

They would need council to approve their participation and approve the CAO to sign the participation letter.

Advantages – additional revenue, increased training/trained brigade, possible additional interest in volunteering.

Disadvantages – additional wear and tear on equipment, potential impacts to brigade members that choose be deployed.

Costs/Source of Funding (if applicable)

There is an opportunity to earn additional funds for the Fire Department.

Applicable Legislation:

Municipal Government Act; Section 201 (1)

Community Engagement Consideration:

The administration is willing to proceed as the council's request.

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

Recommended Action:
Proceed with the following motion:

MOVED by _____ to approve deployment of Bashaw Fire Fighters to attend provincial wildland fire events for the 2026 fire season; as per the Alberta Wildland Urban Interface Guidelines, as long as the Fire Fighters are trained to the acceptable standard, and there are enough fire fighters remaining in the community for fire response requirements as per the updated standard operating guidelines.

MOVED BY _____ direct administration to sign the Bashaw Fire Departments' letter of participation for the 2026 Alberta Wildfire Season at the June 24, 2026, regular meeting of Bashaw Town Council.

Or motion of Council determination.

Discussion Result:
Additional research Requested:

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

Town of Bashaw

Request for Decision

Meeting:	Regular Council
Meeting Date:	November 6, 2024
Originated by:	Theresa Fuller, Chief Administrative Officer
Agenda Item:	7.1 Bashaw Fire Department Wildland Fire Deployment Discussion

Background/Proposal:
Dean Clark, Regional Technical Advisor – Public Safety & Emergency Services presented to council in October.

Fire fighters, and equipment could provide additional revenue to sustain the Town of Bashaw Fire Department.
Fire Lead - $55.00 per hour, Fire Fighter - $50.00 per hour, and equipment - $200.00 per hour

The Fire Chief would co-ordinate who can/would be deployed and ensure that adequate staffing resources are available to attend local fire-related events.

Discussions with Fire fighters regarding remuneration would need to transpire, as well relating to equipment dispatch.

Discussion/Options/Benefits/Disadvantages:
Advantages – additional revenue, increased training/trained brigade, possible additional interest in volunteering.

Disadvantages – additional wear and tear on equipment, potential impacts to brigade members

Costs/Source of Funding (if applicable)
Additional maintenance costs for equipment, potential increased revenue to Bashaw Fire Department.

Applicable Legislation:
Regional Fire Agreement, Fire Services Bylaw, 2023 Alberta Wildland Urban Interface Guidelines.
Bashaw Fire department is not obligated to provide responses beyond existing response agreements.

Recommended Action:
Administration requests Council pass the following motions:

Council could consider providing approval to the Bashaw Fire Department to participate.

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

MOVED BY _____ to approve deployment of Bashaw Fire Fighters to attend provincial wildland fire events, as per the Alberta Wildland Urban Interface Guidelines, as long as the Fire fighters are trained to the acceptable standard, and there are enough fire fighters remaining in the community for fire response requirements.

Or Motion of Council determination.

Community Engagement Consideration:
The administration is willing to proceed upon council request.

Discussion Result:

Additional research Requested:

June 24, 2026

Letter of Participation

Re: Participation in the 2026 Alberta wildfire season

The Town of Bashaw has reviewed the 2026 Alberta Wildland Urban Interface Guidelines and by way of this letter, grants formal permission for the deployment of apparatus and personnel resources of the Town of Bashaw to participate in the 2026 Alberta wildfire season.

All Town of Bashaw Fire Department volunteer personnel are aware of the *Occupational Health and Safety Act* with its regulations and code and all other applicable legislation and industry best practices as specified in the Alberta Wildland Urban Interface Guidelines, which they will adhere to on any provincial wildfire deployment. Further, the Town of Bashaw has liability insurance, Worker's Compensation Board coverage for our equipment and personnel.

Should the Town of Bashaw be under a threat or other local requirement of its own at the time of a request from the province, we retain the right to withhold resources until the threat has diminished.

Should you require any further information, please do not hesitate to contact me.

Kind Regards,

Theresa Fuller
Chief Administrative Officer
(780) 372-3911
cao@townofbashaw.com

- administrative assistance to the provincial WUI working group
- inspect and maintain all team apparatus for WUI incidents; and
- assist with provincial assets

3.9.1 Provincial WUI team crew boss

The provincial WUI team crew boss is a qualified and operational member of a WUI team and is responsible for maintaining the operational readiness of the provincial WUI team resources. The provincial WUI team crew boss also:

- Responds to interface fires requiring the assistance of WUI resources and reports directly though the chain of command within the IMT;
- Trains firefighters across the province in wildfire prevention, preparedness, and suppression;
- Implements a succession plan for all WUI team members; and
- Reports operational and training status to the AEMA WUI program.

3.9.2 Provincial WUI team administrator

The Provincial WUI team administrator, as a representative of the local authority or First Nation, is responsible for supplying administrative readiness of the provincial WUI team and their resources, which includes:

- provide regular wages and benefits for four staff
- provide administrative support to the provincial WUI team and WUI crew boss
- provide for fuel, equipment repair and maintenance
- provide for travel costs, per diems, registrations and training
- provide for telecommunications or any other equipment required

3.10 Personnel qualifications

Table 1 - Personnel qualifications

Position – course name	Prerequisites - must be completed prior to taking courses
WUI crew member - WUI-M	• FireSmart 101 • NFPA 1001 Level I, (see 3.13) • S-131 units 3, 4, 9, 10, 12, 13 • Understanding Fire Weather Index System • ICS Canada I-100 • Experience with small engines (chainsaws and portable pumps)
WUI crew boss – WUI-B	• Qualified WUI crew member • NFPA 1001 Level II • ICS Canada I-200 • A signed letter from the Fire Chief that the individual is a leader in their respective organization.
WUI strike team or task force leader – WUI-L	• Qualified WUI crew boss • ICS Canada I-300 • S290 Principals of Fire Behaviour • ICS Canada Task Force Strike Team Leader Certification • Restricted Operator Certificate - Aeronautical (ROC-A)
WUI division or group supervisor – WUI-S	• Qualified WUI strike team or task force leader

3.10.2 Additional training and requirements

For the 2026 season, a case-by-case assessment of training and experience will be made for all positions.

- Fire departments that meet the competencies of the NFPA 1001 standard but do not issue formal certification may present completed job performance requirements (JPRs), signed by a provincially registered NFPA 1041 Fire Service Instructor, to an AEMA WUI officer for equivalency review and approval.
- All personnel must hold a valid driver's license with the proper class of license for the responding apparatus.
- All personnel must have current Workplace Hazardous Materials Information System (WHMIS), standard first aid and CPR level C.
- Although WUI courses follow ICS Canada, the position specific WUI courses are not eligible to receive ICS Canada certification.
- Equivalency for S-131, and Fire Weather Index System will be considered if an individual has proof of completion of the Alberta Wildfire or Firetack crew member course.

For the 2026 season, a temporary field promotion may occur for a specific interface incident, based on experience and competency of an individual. This individual cannot be promoted to more than one level of their current position. All field promotions must be approved by all the following: the incident commander (IC), the incident STPS, the WUI manager, and the WUI-DO.

Note: Contract water tenders (supplying water only) and heavy equipment operators are exempt from the WUI training requirements outlined above. These resources must instead meet the standard FOB training prerequisites for fireline equipment, which include:

- I-100 (Introduction to Incident Command System)
- Wildfire Orientation Online
- WHMIS
- standard first aid
- CPR level C

Water tenders hired directly by a local authority and First Nations are not subject to the provincial procurement or WUI training requirements.

Local authority, First Nations, provincial and contract WUI personnel must meet all standards listed. The fire chief or executive (contractor) from the responding organization will ensure that all personnel meet the minimum training standards and are competent to perform the position tasks before deployment. This is subject to verification by an AEMA WUI officer.

4.0 Deployment and demobilization

Deployment and demobilization of WUI personnel and equipment follow specific requirements to support safety, accountability and effective incident operations. Apparatus and personnel deployed by the AEMA are subject to OHS Act, regulation and code requirements during WUI events, including requirements for respiratory safety. If conditions on the scene do not comply with OHS requirements, all fire service members must immediately cease operations, evacuate and inform the incident IMT.

Liability insurance and WCB coverage are the responsibility of the responding organization or the contractor during deployments.

Maintaining situational awareness within and outside the FPA is critical for WUI operations. Organizations must advise the AEMA and FOB on all active or planned deployments of WUI protection resources within their jurisdictions. This allows the AEMA and FOB to develop provincial strategies, address emerging issues and anticipate potential short and long-term resource requirements.

WUI personnel and apparatus deployed by the AEMA may be subject to redeployment by the province after an initial seven-day deployment. An AEMA WUI officer (or designate) may request that the IMT perform a resource assessment after seven days for any AEMA WUI resources that were deployed. Based on the current interface incidents in the province and consultation with the FOB forest area office, any AEMA-deployed WUI resources may be released from an incident and reassigned.

The use of alcohol, non-prescription drugs or other substances that impair judgement are not allowed on deployments. Additionally, posting any content related to deployments on social media platforms is strictly prohibited. Violations of these policies may result in disciplinary action in accordance with the discipline and suspension process below.

Should there be an occurrence that requires an investigation, the discipline and suspension process outlined in Section 6.4 applies. In the event of an occurrence, an individual(s) may be removed from the incident by the IC and/or a representative of the AEMA WUI program pending an investigation.

4.1 Eligibility

4.1.1 Local authority and First Nation fire department

Participation by local authority and First Nations fire departments in the WUI program is subject to inspection and approval by an AEMA WUI officer. This includes verifying contact information and self-sufficiency as well as inspecting apparatus, SPUs and PPE for compliance with these guidelines. Personnel must also meet the training and qualification requirements set out in these guidelines.

Once a fire department is approved, the local authority or First Nation must provide a letter to the province authorizing the department's participation in the WUI program. A draft letter has been included in Appendix D. Fire departments may contact the AEMA at PSES.aema-wui@gov.ab.ca to schedule an appointment with an AEMA WUI officer.

4.1.2 Contractor eligibility and procurement process

Local authorities and First Nations will use their designated procurement process when engaging contractors for any WUI services. A GoA-designated procurement process for contractors is under development. As additional details become available, they will be published on the Alberta Purchasing Connection website at https://www.purchasingconnection.ca/.

7.7

To the Members of the Bashaw Beautification Committee

My name is Laurie Hall and I would like to present to the Beautification committee a proposal. My son in law passed away suddenly 3 years ago , his parents who lived in Nova Scotia came, had him cremated & gave each of his young children a small cross with some of his ashes in it. Then took his ashes back to Nova Scotia. My daughter purchased a memorial tree in Lacombe where they lived, so that the children would have a place to go & think about their dad, speak to him on certain occasions. Because of a recent passing in Bashaw I got to thinking, why doesn't Bashaw adopt a similar program so that people have a place to go & remember their loved ones that have passed. The town has 3 main areas that could support trees (and perhaps memorial benches) the trout pond, Bashaw cemetery & the land at the tourist booth. We have a local garden centre that could be approached to purchase trees. We have a local supplier of benches. Memorial plaques can be purchased online thru amazon for very reasonable prices. Why do I not go to town council with this? I believe as a committee, you would be better listened to, could coordinate the purchases and have better rapport with the town. I've attached a copy of Lacombe's purchase programs as an example for you to follow. Prices could definitely be better,
as Bashaw can make this their own program. If you would like me to speak about this at a future meeting with you, please reach out to me. I believe this could be a win/win for all citizens of Bashaw & provide reforestation to our town. Thank you for your consideration in this matter.

Memorial Tree Program

The City of Lacombe has developed a Tree Memorial Program with the first planting beginning in the Spring of 2001. A variety of trees are available and have been listed below for your convenience.

Trees may be purchased by individuals who wish to donate a tree to the City in memory of a loved one. All donors will be issued a receipt for income tax purposes. Our Tree Memorial Program is similar to our Memorial Bench Program in that the City has designated parks and green spaces throughout the City for individuals to choose a desired location. There is also the opportunity to purchase a plaque to place under the tree, this is not provided by the City but can be purchased through Canadian Rock Signs Ltd if interested.

Pricing and Tree Options

Trees are $150.00 for a 10-gallon pot and include the following varieties:

- Blue Spruce
- White Spruce
- Linden Elm
- Green Ash
- Laurel Leaf Willow
- Thunderchild (ornamental)

Application Information

Application forms are available online, Memorial Tree Program Application Form (PDF), or at the Gary Moe Auto Group Sportsplex, 5429 – 53 Street, Lacombe.

For further information, contact [illegible] at [illegible]

CITY OF LACOMBE
TREE MEMORIAL PROGRAM APPLICATION

Name of Donor: _____

In Memory of: _____

Telephone: _____

Address: _____

_____

Tree Types:

- Green Ash
- Thunderchild (ornamental)
- Linden Elm
- Blue Spruce
- White Spruce
- Laurel Leaf Willow
- Bur Oak

Tree Choice: _____

Cost: $150.00 Payable to: City of Lacombe
(because this is considered a donation, no GST is charged and Finance department will issue an Income Tax Receipt.

Location of Tree: _____

_____

Tree location will be approved by the City of Lacombe.
Planting will occur in the Spring and Fall

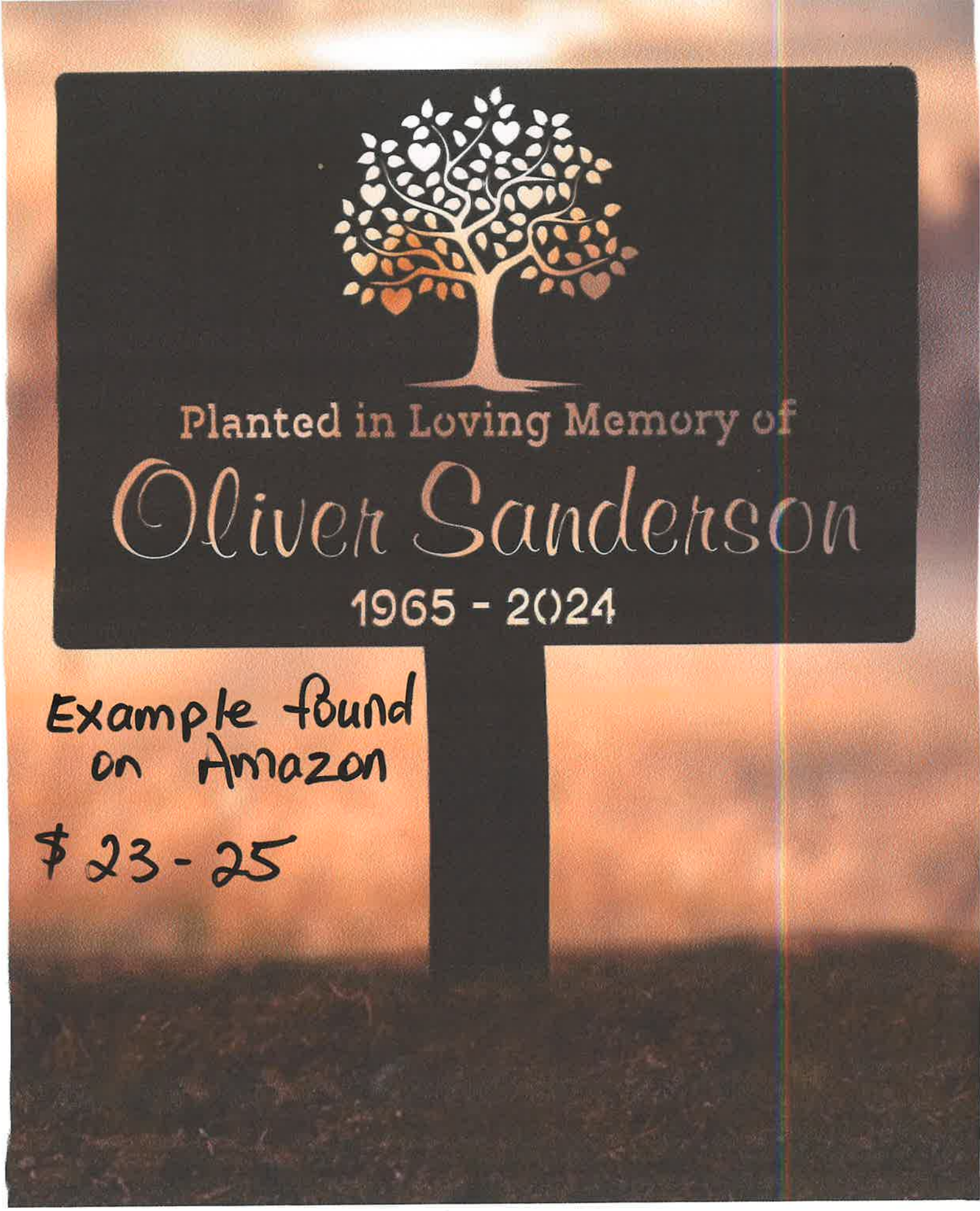
Plaque Optional: If you are wanting a plaque please contact
Canadian Rock Signs Ltd. – Dave Jardine 403-782-4883

_____

Signature Date

Please mail or deliver payment to:
Gary Moe Auto Group Sportsplex
Attn: Tracey Verhoeven
5429 – 53rd Avenue
Lacombe, AB T4L 1H8

tverhoeven@lacombe.ca / 403-782-1284



Example found on Amazon

$23-25

CITY OF LACOMBE MEMORIAL BENCH APPLICATION

Purchased by: _____

Address: _____

_____

E-Mail _____

Phone _____

Plaque Inscription (As you would like it to appear on the plaque) Four lines maximum.
Please see the sample attached.

_____

_____

_____

_____

Bench location as approved by the City of Lacombe:

_____

_____

Pricing includes 5' bench, cement pad and 8" x 2" brushed bronze plaque Total Cost: $3,600

(because this is considered to be a donation, no GST is charged)

Payable to: City of Lacombe

Please drop off or mail application to:
Gary Moe Auto Group Sportsplex
Attn: Tracey Verhoeven
5429 -53rd Avenue
Lacombe, AB T4L 1H8

tverhoeven@lacombe.ca
403-782-1284

Placement of the bench will occur in late spring or the fall.

7.8.

June 2, 2026

To the Town of Bashaw Council

RE: MEMORIAL BENCH REQUEST

Dear Members of the Council,

We would like to ask for permission to install a memorial bench in memory of our dear son, husband & father, Duncan Ball.

The location, is the walking trail directly behind the alley of Sproule Pl between #6 & #12 we would request for two reasons. One, is along that stretch of trail the exiting benches are in the open, sunny areas. This spot would be in the trees & in the shade, would provide another option to be able to rest & also be out of the heat & sun in the hot summer months. There is also a natural clearing & we marked it with a red ribbon for those who want to check it out. The second is to the northeast is our home (#23 Robinson Place) where we built our home & lived since 1978 where Duncan was born & raised. I also was raised & went to school in Bashaw. Looking to the west from that spot is a view of the acreage & home Duncan made for his wife & family for 21 years...the spot connects the two.

Our number one concern is safety by installing & cementing it in securely and also being made by a welder who is also family & has built & installed a memorial bench at a school in Red Deer. We want people who are using it to be safe. Another safety concern is with the recent strong winds we have had this spring some large dead trees have fallen onto & next to the walking trail, in one area completely blocking the trail. This spot has fallen trees covering it & we would be willing to remove the dead fall & if the Town crew would like to make use of it for firewood at Heritage Park or the Ag Grounds campground we would see that they get it as it does belong to the Town.

Duncan was always dedicated & devoted to his family, friends & neighbors & his Community serving on various boards & coaching & mentoring kids sports & willingness to help in any way he could. Many of the students attending our school including his own were coached by him. The Bruce Holliday Run, Duncan supported & also worked closely with Bruce for years with Rural Crime Watch...the memorial run passes by this special location.

We respectively request your consideration to honor our son, father & husband to honor his memory regarding approval of this location & request. The financial aspect of this bench & installation will be financed by family.

We respectively ask for council's approval to place this bench in this location.

Sincerely,
Jack & Brenda Ball

Brenda Ball

CONGRATULATIONS

TO

LUKE PIERSON

FOR BEING DRAFTED INTO THE

WORLD HOCKEY LEAGUE

YOU ARE A GREAT INSPIRATION
TO YOUTH FROM BASHAW AREA.

Special congratulations from

BASHAW TOWN COUNCIL

YOU ARE BEING RECOGNIZED AT THE

JUNE 24, 2026

REGULAR MEETING OF
BASHAW TOWN COUNCIL.