



**REGULAR MEETING OF COUNCIL
MINUTES
July 15, 2026, 6:00 pm
Council Chambers & Zoom Access**

In Person: CAO Fuller (5:30pm), Deputy Mayor McIntosh (5:42pm), Councillor Masyk (5:35pm), Councillor Kohlman (5:36pm), Councillor Meger (5:29pm)

Council by Zoom: Liz Armitage (6:00 pm) Vicinia Planning & engagement.

Absent with notice: Mayor Orom

Recording Secretary: CAO Fuller

Public: Debra Roorda, Lexi Roorda (6:00 pm) Kevin Bernhardt (5:29 pm)

Public Zoom:

Press by zoom: Kevin Sabo (6:00 pm)

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

2. ADOPTION OF AGENDA

MOVED by Councillor Meger to approve the July 15, 2026, Regular Meeting of Council agenda with the addition of 7.11 Council Conference Attendance, 7.12 Rural Community Clinic – Alberta Municipalities Resolution, and 7.13 Items to Discuss with Minister Dan Williams meeting.

MOTION #129-2026

CARRIED

3. PUBLIC HEARINGS

3.1 Land Use Bylaw Amendment Bylaw 842-2026, Wheelchair accessibility features.

The hearing concluded at 6:08 pm.

4. DELEGATIONS

4.1 MCS Net, Tower Request – Kevin Bernhardt

Mr. Bernhardt began his presentation at 6:09 pm. He shared information regarding MCS Net as a company and what they would propose in Bashaw.

Kevin Bernhardt left the meeting at 6:24 pm.

4.2 The Bethany Group – Korrine Kohlman – Request to access Community Hall in event of Emergency

Korrine Kohlman arrived at 6:45 pm. Ms. Kohlman shared with council the request on behalf of the Bethany Group.

4.3 Bashaw School – 2026 Sgt Bruce Holliday Memorial XC Run – Al Middleton

Deputy Mayor McIntosh declared a pecuniary interest; he is employed by Battle River School Division. He left the meeting at 7:00 pm.

Council discussed the event and the proposed route for the run.

MOVED by Councillor Kohlman to direct administration to develop a road closure policy for annual events held within Bashaw town limits.

MOTION #113-2026

CARRIED

Deputy Mayor McIntosh returned to the meeting at 7:15 pm.

Al Middleton left the meeting at 7:18 pm.

5. APPROVAL OF MINUTES

5.1 Minutes of the June 1, 2026, Regular Meeting of Council

MOVED by Councillor Kohlman to approve the minutes from the 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

Deputy Mayor requested to discuss 6.2 CAO Report at Item 7.9 in the New & Unfinished business section of the agenda.

7. NEW & UNFINISHED BUSINESS

- 7.1 Bylaw 841 – 2026 – Land Use Bylaw Amendment – possible second & Third reading

MOVED by Deputy Mayor McIntosh to approve second reading of 841-2026 amending the Land Use Bylaw 780-2028 to add housing, security suite to the Highway commercial (C2) 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.

MOTION #115-2026

CARRIED

MOVED by Deputy Mayor McIntosh to approve third reading of 841-2026 amending the Land Use Bylaw 780-2028 to add housing, security suite to the Highway commercial (C2) 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.

MOTION #116-2026

CARRIED

- 7.2 2026 Revised - Town of Bashaw Capital Budget

MOVED by Councillor Masyk to rescind motion number #30-2026.

MOTION #117-2026

CARRIED

MOVED by Councillor Masyk to rescind motion number #105-2026.

MOTION #118-2026

CARRIED

MOVED by Councillor Masyk 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 purchased from the Unrestricted cash surplus, on June 24, 2026, regular meeting of Bashaw Town Council.

MOTION #119-2026

CARRIED

- 7.3 Land Use Bylaw Amendment – Bylaw 842 – 2026 – Allow for site accessibility/Wheelchair ramps

MOVED by Deputy Mayor McIntosh to 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 Years (1)(A) Front Yard: 5.0m for accessibility features such as wheelchair ramps and vertical platform lifts.

MOTION #120-2026

CARRIED

- 7.4 Policy 8.90 – Online Services – Electronic Access to Documents

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

MOTION #121-2026

CARRIED

- 7.5 Policy 8.95 – My Online Refund and Exchange

MOVED by Councillor Kohlman to approve Policy 8.95 My Online Refund and Exchange on June 24, 2026, regular meeting of Bashaw Town Council.

MOTION #122-2026

CARRIED

- 7.6 Bashaw Fire Department – Council Approval for Participation in the 2026 Alberta Wildfire Season

MOVED by Deputy Mayor McIntosh 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.

MOTION #123-2026

CARRIED

MOVED by Deputy Mayor McIntosh to 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.

MOTION #124-2026

CARRIED

MOVED by Deputy Mayor to direct administration to generate deployment agreements for Alberta Wildland Urban Interface participation in consultation with the Bashaw Fire Department Leadership.

MOTION #125-2026

CARRIED

7.7 Memorial Tree Proposal – Requires Council Approval prior to going to Beautification Committee

MOVED by Deputy Mayor McIntosh to direct administration to generate a Municipal Naming and Memorial Policy that outlines criteria for naming municipal assets such as roads and parks; establishing a names reserve list for future naming; establishing memorial programs for those wishing to enhance local spaces with approved commemorations; and detailing a process and timeline for requests; by the second meeting of March 2027.

MOTION #126-2026

CARRIED

7.8 Memorial Bench Request – Behind the Alley of Sproule

MOVED by Deputy Mayor McIntosh to approve in principle, the Jack and Brenda Ball; Memorial bench request and site chosen, noting:

- i) The town is currently establishing a policy due March 31, 2027.
- ii) Formal approval would require details design plans and other requirements established by administration;
- iii) Costs will be borne by the family.

MOTION #127-2026

CARRIED

A break was taken at 8:58 pm, Council meeting resumed at 9:02 pm.

7.9 CAO Report

Deputy Mayor McIntosh discussed the Council Direction tracking report for June 2026. Attention was brought to several items that appear to overlap in content. Discussion progressed regarding several complete and incomplete items.

A recommendation came to have a list of completed items possibly in the quarter or at half points of the year. This is to provide updates on Council Term accomplishments.

8. CELEBRATORY CORRESPONDENCE FROM COUNCIL

Council recognized Luke Pierson for being accepted into the Western Hockey League. He is an inspiration to the youth in the community and area. Notice of Luke's accomplishment will be circulated as per the Town of Bashaw Communication policy.

9. CLOSED MEETING OF COUNCIL

10. NOTICES OF MOTION – none

11. NEXT MEETING – Discuss Date of July

MOVED by Deputy Mayor McIntosh to approve July 15, 2026; 6:00 pm for the next Regular Meeting of Bashaw Town Council, cancel the August 5, 2026, regular meeting of Bashaw Town Council, and approve August 12, 2026; 6:00 pm for the August Regular Meeting of Bashaw Town council.

MOTION #128-2026

CARRIED

12. ADJOURNMENT – Councillor Meger adjourned the meeting at 9:28 pm.

MAYOR, Cindy Orom

CHIEF ADMINISTRATIVE OFFICER, Theresa Fuller