ORGANIZATIONAL MEETING OF COUNCIL
MINUTES
Wednesday, October 21, 2026 @ 6:00 P.M.
Council Chambers

Attendance: Mayor Cindy Orom (5:50pm), Councillor Kyle McIntosh (5:40pm), Councillor Reina Masyk (5:35pm), Councillor Carman Meger(5:35 pm), and Councillor Ambyr Kohlman (5:48pm)
Chief Administrative Officer: Theresa Fuller (5:30 pm)
Recording Secretary: CAO Theresa Fuller
Zoom Connection: Michael Miller (connected @ 6:00 pm)
Absent: None
Press: None
Public: None in attendance

1. Meeting called to order by Mayor Orom at 6:00 pm.

MOVED by Deputy Mayor McIntosh to approve the agenda as presented at the October 21, 2026, Organizational Meeting of Council.
MOTION #218.21.10.2026 CARRIED

2. Election of Deputy Mayor and Oath of Office

Councillor Meger nominated Councillor McIntosh as Deputy Mayor for the Town of Bashaw. Councillor McIntosh accepted the nomination. Mayor Orom called for further nominations. Nominations concluded.

MOVED by Councillor McIntosh to approve the agenda with the additions of section 4.a. add b, Bashaw Chamber of Commerce, Section 4.c. add 8. To include the RCMP Community Consultative Group, and 4.d. add 7. Bashaw & District Regional Health & Wellness Foundation.
MOTION #219.21.10.2026 CARRIED

MOVED by Councillor Meger that Councillor McIntosh be appointed Deputy Mayor.
MOTION #220.21.10.2026 CARRIED

Each Council member solemnly affirmed and signed their oaths, as per the procedural bylaw.

3. BUSINESS
   (a) Establish the day, time, and place of regular meetings

MOVED by Councillor Kohlman that regular meetings of Council be held on the first and third Wednesday of each month at 6:00 pm at the Town of Bashaw Council chambers, unless indicated otherwise.
MOTION #221.21.10.2026 CARRIED

   (b) Establish Per Diem Rate

MOVED by Deputy Mayor McIntosh to change Section 1, Legislative, Appendix A, subsection 3b. change single meal from $30.00 to $40.00, with receipt.
MOTION #222.21.10.2026 CARRIED

   (c) Signing Authority – Motion required to name all Members of Council, the Chief Administrative Officer, and the Municipal Treasurer as Signing Authority for the Town; two signatures required on each cheque - one Elected Official and one Administration Personnel

MOVED by Deputy Mayor McIntosh that the approved Signing Authority for the Town of Bashaw include Mayor Cindy Orom, Deputy Mayor Kyle McIntosh, Councillor Reina Masyk, Councillor Carman Meger, Councillor Ambyr Kohlman, CAO Theresa Fuller and Municipal Treasurer Darlene Tucker; two signatures, one council member and administration staff are to be on each cheque.
MOTION #223.21.10.2026 CARRIED

(d) PROCEDURE BYLAW 837-2026

MOVED by Deputy Mayor McIntosh to direct administration to revise section 4.1 Organizational Meeting to reference the first meeting of the council term as applicable, within the Procedure Bylaw 837-2026.
MOTION #224.21.10.2026 CARRIED

(e) Strategic Plan

Discussion progressed regarding strategic planning. With the recent Candidly AI survey, the upcoming Recreation Summit, there will be information to generate and update the Strategic Plan.

4. Appoint Standing Committees.

MOVED by Deputy Mayor McIntosh to appoint CAO Theresa Fuller as the Director of Emergency Management for the Town of Bashaw in 2026.
MOTION #225.21.10.2026 CARRIED

MOVED by Deputy Mayor McIntosh to appoint Dennis Jones as Deputy Director of Emergency Management for the town of Bashaw in 2026.
MOTION #226.21.10.2026 CARRIED

MOVED by Deputy Mayor McIntosh to retain all Council appointments from 2025 for the year 2026, at the October 21, 2026, Organizational Meeting of Bashaw Town council.
MOTION #227.21.10.2026 CARRIED

MOVED by Deputy Mayor McIntosh to appoint Mary Kinsella, Terri Brown Gust, Bryan Gust, Natasha Larkin, and Darlene Sinclair to the Bashaw Beautification Committee for a 3 year term, at the October 21, 2026, Organizational meeting of Council.
MOTION #228.21.10.2026 CARRIED

5. Bylaws/Plans: For Review and Reference

5.1 Bylaw No 793 – 2019 – Emergency Management Advisory Committee & Emergency Management Agency

Briefly reviewed.

5.2 Municipal Development Plan

Briefly reviewed.

5.3 Intermunicipal Development Plan 782-2018

Brief discussion about the plan. Council asked CAO Fuller to check with Camrose County Development department regarding Fire Department review of larger developments that may require fire response services.

5.4 Intermunicipal Collaboration Framework Agreement

Administration has been tasked to arrange a meeting with Camrose County.

6. Adjournment called by Deputy Mayor McIntosh at 6:46 pm.

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CHIEF ELECTED OFFICIAL

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CHIEF ADMINISTRATIVE OFFICER