



## AGENDA

Meeting: March 26, 2018 7:00 p.m.  
Council Chambers  
502 – 2 Avenue Bassano

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### 1. CALL TO ORDER

### 2. EXCUSED FROM MEETING

- 2.1 Councillor Wickson (With notice)
- 2.2 Councillor Barlow (With notice)

### 3. ADOPTION OF AGENDA

### 4. ADOPTION OF MINUTES

- 4.1 March 12, 2018 Regular Council Meeting

### 5. DELEGATIONS

- 5.1 Bassano RCMP
- 5.2 Canadian Pacific Railway

### 6. NEW & UNFINISHED BUSINESS

- 6.1 Legalization of Marijuana & Land Use Bylaw considerations
- 6.2 Bylaw #875/18 Council Code of Conduct
- 6.3 Bylaw #876/18 Traffic Bylaw
- 6.4 Bassano Damsiters Requests
- 6.5 2018 Safe Grad Party – Land Use Request
- 6.6 RhPAP 2018 Conference
- 6.7 Junior Citizen of the Year Banquet April 13, 2018
- 6.8 Cross-Canada Charity Bike Ride – Request for Camping

### 7. BOARD & COMMITTEE REPORTS

- 7.1 Mayor Peterson
- 7.2 Councillor Jones
- 7.3 Councillor Rose

### 8. CAO REPORTS

- 8.1 CAO Report
- 8.2 Cheque Listing
- 8.3 Bassano Library 2017 Financial Statements

### 9. CORRESPONDENCE

- 9.1 Division 6 Recreation Board – Grant Declination
- 9.2 Marijuana Development
- 9.3 Early Childhood Coalition Funding Changes

### 10. IN CAMERA

10.1 Bassano Trailer Park – Prior Tax Auction – FOIP 16(1)(a)(ii)

## 11. ADJOURNMENT



**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
TOWN OF BASSANO HELD IN COUNCIL CHAMBERS ON  
March 12, 2018**

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**PRESENT**

**MAYOR:**

Jackie Peterson

**COUNCILLORS:**

Doug Barlow

Kevin Jones

Lynn MacWilliam

Tom Rose

John Slomp

**STAFF:**

Kevin Miller – Chief Administrative Officer

**OTHERS IN**

**ATTENDANCE:**

Media (Brooks Bulletin)

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**1. CALL TO ORDER**

Mayor Peterson called the meeting to order at 7:00 p.m.

**2. EXCUSED FROM MEETING**

Councillor Wickson

Councillor Rose (late)

**3. ADOPTION OF AGENDA**

**051/18** Moved by **COUNCILLOR BARLOW** that the agenda be adopted with the addition of:

6.7 – Metal Fabrication

**CARRIED**

**4. ADOPTION OF MINUTES**

**4.1 Adoption of Minutes from the Regular Council Meeting February 26, 2018**

**052/18** Moved by **COUNCILLOR MACWILLIAM** that Council approve the minutes of the regular Council Meeting held on February 26, 2018 as corrected.

**CARRIED**

Councillor Tom Rose arrived at 7:03 p.m.

## **5. DELEGATIONS**

Bassano Damsiters

**053/18** Moved by **COUNCILLOR BARLOW** THAT Council accept the presentation of the Bassano Damsiters as information.

**CARRIED**

**054/18** Moved by **COUNCILLOR MACWILLIAM** THAT Council refer the requests of the Bassano Damsiters to Administration for additional information, to be presented at the March 26, 2018 Regular Council meeting.

**CARRIED**

## **6. NEW BUSINESS**

### **6.1 Bylaw #875/18 Council Code of Conduct Bylaw**

**055/18** Moved by **COUNCILLOR JONES** THAT Council rescind Motion #046/18, First Reading of Bylaw #850/18, the Council Code of Conduct Bylaw

**CARRIED**

**056/18** Moved by **COUNCILLOR MACWILLIAM** THAT Council gives first reading to Bylaw #875/18, the Council Code of Conduct Bylaw

**CARRIED**

### **6.2 Honouring a Community Dinner**

**057/18** Moved by **COUNCILLOR MACWILLIAM** THAT Council authorize the purchase of tickets to the "Honouring a Community Dinner" on May 4, 2018 for any member of Council wishing to attend.

**CARRIED**

### **6.3 Street Light Installation**

**058/18** Moved by **COUNCILLOR ROSE** THAT Council accepts the proposal from Fortis to install 2 new street lights in Bassano on 2<sup>nd</sup> Street between 8<sup>th</sup> and 9<sup>th</sup> Avenue.

**CARRIED**

**6.4 EMS Lease Agreement**

**059/18** Moved by **COUNCILLOR BARLOW** THAT Council approve the Fourth Extending Agreement with Alberta Health Services for the lease of the space at the Bassano Emergency Services Building.

**CARRIED**

**6.5 Brooks & District Chamber of Commerce**

**060/18** Moved by **COUNCILLOR JONES** THAT Council appoints Councillor Tom Rose as liaison to the Brooks and District Chamber of Commerce, with Councillor John Barlow appointed as backup.

**CARRIED**

**6.6 Infobrief – Farm/Farm Accessory Structures & Municipal assessment**

**061/18** Moved by **COUNCILLOR ROSE** THAT Council accept the Farm Accessory Structures & Municipal Assessment infobrief as information.

**CARRIED**

**7. BOARD AND COMMITTEE REPORTS**

**062/18** Moved by **COUNCILLOR BARLOW** to accept the Board and Committee reports as information.

**CARRIED**

**8. CAO REPORTS**

**063/18** Moved by **COUNCILLOR ROSE** to accept the CAO reports as information.

**CARRIED**

**9. CORRESPONDANCE**

**064/18** Moved by **COUNCILLOR JONES** to accept the correspondence as information.

**CARRIED**

## **10. CLOSED MEETING**

**065/18** Moved by **COUNCILLOR MACWILLIAM** that Council close the meeting to the public at 8:20 p.m. for the following items:

- 10.1 Lot Sale – 1002 2<sup>nd</sup> Avenue – FOIP 21(1)(c)
- 10.2 Lot Sale – 514 5 Street – FOIP 21(1)(c)
- 10.3 Municipal Broadband – FOIP 24(1)(g)

**CARRIED**

### **10.2 OUT OF CAMERA**

**066/18** Moved by **COUNCILLOR BARLOW** that Council open the meeting to the public at 9:21 p.m.

**CARRIED**

**067/18** Moved by **COUNCILLOR ROSE** THAT Council agrees to the sale of 1002 2<sup>nd</sup> Avenue for the purposes of an industrial/agricultural development to Canaleif for the purchase price of \$150,000.

**CARRIED**

**068/18** Moved by **COUNCILLOR MACWILLIAM** THAT Council authorizes the sale of 514 5<sup>th</sup> Street, Bassano, Alberta with a market price of \$29,000.

**CARRIED**

**069/18** Moved by **COUNCILLOR MACWILLIAM** THAT Council inform the City of Brooks of the Town of Bassano's desire to continue in the evaluation and consideration of a regional broadband "dark fibre" system.

**CARRIED**

## **11. ADJOURNMENT**

Mayor Peterson adjourned the regular Council meeting of March 12, 2018 at 9:23 p.m.

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Mayor

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Chief Administrative Officer



# REQUEST FOR DECISION

Meeting: March 26, 2018  
Agenda Item: 6.1

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## SUBJECT: Regulating Cannabis Related Uses – Land Use Bylaw

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### INTRODUCTION:

The Federal and Provincial Governments both intend to legislate on cannabis through the *Cannabis Act* and *An Act to Control and Regulate Cannabis* respectively. Generally, the Federal Government will regulate all aspects of cannabis production as well as medical cannabis sales, while the Provincial Government will regulate non-medical sales, licensing, public consumption, safety and enforcement related to cannabis.

The Government of Alberta introduced updates to the Alberta Gaming, Liquor and Cannabis Regulation of Feb. 16, 2018. This regulation will govern how retail (non-medicinal) cannabis operations will function, including details on the licensing requirements for cannabis retailers and details on the various aspects of cannabis regulation as managed through the Alberta Gaming and Liquor Commission (AGLC). The AGLC has suggested that it will be a 2 to 4 month process to obtain eligibility for a license.

At this time legalization of Cannabis is anticipated sometime in the summer of 2018, but could be subject to delay. The AGLC will begin taking applications for Cannabis retailing (in anticipation of legalization) beginning March 6. All municipalities will be required to amend their Land Use Bylaws in order to accommodate the retail sale of Cannabis, however, each municipality has some flexibility in terms of how to best consider and ultimately regulate retail cannabis sales within their jurisdiction.

### BACKGROUND:

This overview proposes draft new Land Use Bylaw rules for the Town of Bassano to consider in order to regulate the retail sale and production of cannabis in the Land Use Bylaw (LUB). The goal is to provide opportunities for cannabis retailing, balanced by consistent rules and guidelines to manage clustering and limit locations near sensitive uses, especially where children or youth are present. This may be done by:

- Adding new LUB definitions including 'Cannabis Retail Store';
- Adopting criteria to assist the Development Authority in approving Cannabis related uses in appropriate locations;
- Identifying and listing the districts where the cannabis related uses may occur;
- Considering additional application and notification requirements.

The proposed criteria and rules respond to, and align with, recent federal and provincial legislation which will legalize and regulate cannabis retailing.

As a quick overview of some main elements:

- Provincial regulations will establish that a minimum setback distance of 100 m will be required from school and provincial health care facilities. Municipalities may increase this distance and establish setback requirements from other “sensitive uses” provided there is a reasonable planning rationale for the setback.
- Municipalities may adopt rules for the siting and location of retail stores that sell Cannabis, but the licensing and supply of product will be the jurisdiction of the province through the AGLC (similar process to liquor stores).

A Cannabis Retail Store is required to be a stand-alone use, which means it cannot be combined with another use, such as a convenience store or liquor store. Consumption of cannabis at a Cannabis Retail Store will not be allowed.

#### **OPTIONS:**

The legalization of cannabis and its retail sale necessitates a new approach to regulation. There are a number of ways to regulate cannabis retailing in the LUB, but the three main and basic approaches are:

☐ #1 – Leave LUB definitions as is, where one can make an argument that Cannabis related uses could fall under existing ‘Retail’ or ‘Garden Centre’ uses. Retail is currently a permitted use in the C1 and C2 districts, Garden Centre is a discretionary use in the C2 and IC districts.

☐ #2 – Create new definitions for Cannabis related uses separate from other forms of retail and manufacturing, and create new and unique criteria and standards for these uses. Add the newly defined uses as discretionary uses to the relevant Commercial and other Land Use Districts.

☐ #3 – Create new definitions for Cannabis related uses and require all or some Cannabis related uses to be rezoned to a new Land Use District unique to this use. Prepare amendments to the LUB to include a new Land Use District specific to the regulation of this use.

☐ #4 – Prepare a public survey or open house to gauge public sentiment towards regulation of retail cannabis sales.

Option 2 is recommended. Previous legal opinions on similar topics suggest that in the absence of a valid land use planning reason for not allowing a certain use in a municipality, a municipality must (arguably) make provision for this (and all) types of uses and cannot prohibit, or regulate to the point of prohibition, a use strictly on moral grounds. Option #4 is an approach taken by some municipalities including both Calgary and Edmonton, but is not required as the public hearing prior to amendment of the Bylaw will allow for direct public input on this topic. Council may also consider limiting the ability of the MPC/SDAB to provide for variance waivers with respect to setback restrictions for these operations.

#### **CAO COMMENTS:**

Administration is seeking direction from Council as to how you would like us to deal with non-medical cannabis facilities so that we may appropriately update our Land Use Bylaw.

Budget Expense: NIL

Attachments: 1

Applicable Legislation: *Cannabis Act (Federal), An Act to Control and Regulate Cannabis (Provincial)*

Prepared By: Cameron Mills, Planner, Oldman River Regional Services Commission

APPROVED BY:



DATE: March 22, 2018

ACTION REQUIRED: \_\_\_\_\_

## Definitions

Add the following definitions to LUB:

**Cannabis Retail Sales** means a retail store licensed by the Province of Alberta where Cannabis and Cannabis Accessories are sold to individuals who attend at the premises and for which any product sales are expressly authorized by the Alberta Gaming and Liquor Commission (AGLC). This use shall be a standalone use and not in conjunction with any other use.

**Cannabis Lounge** means the use of land or buildings for a business, licensed by the Province of Alberta, where legal Cannabis and Cannabis Accessories are used or consumed on-site by individuals of legal age who attend the premises, and for which any product sales are expressly authorized by the Alberta Gaming and Liquor Commission (ALGC). *Note: this type of use is not being legalized at this time, but may be in the future*

**Cannabis Production Facility** means a building where federally approved cannabis plants, for either medical or recreational use, are grown, processed, packaged, tested, destroyed, stored or loaded for shipping, and that meets all applicable federal and provincial requirements. *Note that this definition would replace and overlap with the existing Medical Marihuana Production Facility definition and use throughout the Bylaw.*

## Separation Distances from Cannabis Retail Store

Separation Distance	Use
100 m	Provincial Health Care Facilities Public Parks & Recreation Facilities Child Care Facility
200 m	Schools
300 m	Cannabis Retail Store

## Notes:

1. *These distances are for discussions purposes only and have regard for Alberta Health Services recommendations and the direction other municipalities are going*
2. *Separation distances should typically be reciprocal, so that the intended effect is preserved after the Cannabis use has moved in. This means that not only would a cannabis retail sales facility be limited in its ability to locate within 100m of a child care facility, but that likewise once a cannabis retail facility is established in a location, no child care facility could be established within 100m of the site.*
3. *Provincial regulation establishes a minimum 100 m separation distance from schools and provincial health facilities, which can be increased or decreased by a local municipality. The Town may also wish to limit the ability of the MPC and SDAB to waive the minimum separation distance for this particular use.*

## Application Requirements

- Detailed site plan, floor plan, map of surrounding uses within 300 m
- Pre-application neighborhood consultation undertaken, with summary provided as part of application

## Development Standards

- Including matters like hours of operation, parking requirements, signage requirements, odor management etc.



## REQUEST FOR DECISION

Meeting: March 26, 2018

Agenda Item: 6.3

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### Bylaw #875/18 Council Code of Conduct

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#### **BACKGROUND:**

As part of the updated *Municipal Government Act*, Section 146.1 requires that "A council must, by bylaw, establish a code of conduct governing the conduct of councillors."

Alberta Regulation #200/2017 discusses the Code of Conduct Bylaws, stating that a Code of Conduct bylaw must include the following topics:

- Representing the municipality
- Communicating on behalf of the municipality
- Respecting the decision making process
- Adherence to policy, bylaw, and procedures
- Respectful interactions with the public, staff and each other
- Confidential information
- Conflicts of Interest
- Improper use of influence
- Use of municipal assets and services

The attached Bylaw has been prepared utilizing the work of many of many other municipalities in Alberta, and reviewed by the Bylaw and Policy committee prior to presentation at Council.

Administration reviewed the Procedural Bylaw #823/10, and found no conflicts with this Bylaw. Bylaw 823/10 does contain provisions regarding Pecuniary Interest, but they are complimentary to the Code of Conduct policy.

#### **OPTIONS:**

- ☒ #1 – Give second and third readings to Bylaw #875/18
- ☐ #2 – Give second and third readings to Bylaw #875/18, with amendments
- ☐ #3 – Defeat Bylaw #875/18

#### **CAO COMMENTS:**

The proposed Bylaw covers the required areas of the provincial regulation, and in my opinion reflects and fosters a fair, open, transparent and functional relationship between Council, staff and the community at large.

#### **PROPOSED RESOLUTIONS:**

THAT Council gives second reading to Bylaw #875/18, the Council Code of Conduct Bylaw.

THAT Council gives third and final reading to Bylaw #875/18, the Council Code of Conduct Bylaw.

Budget Expense: NIL

Attachments: Proposed Bylaw 875/18

Applicable Legislation: Municipal Government Act S146.1, Alberta Regulation 200/2017

Prepared By: Kevin Miller, CAO

APPROVED BY:

A handwritten signature in black ink, appearing to be 'S. Miller', is written over the 'APPROVED BY:' label.

DATE: March 20, 2018

ACTION REQUIRED: \_\_\_\_\_



# BYLAW

Bylaw Number: 875/18

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## A BYLAW IN THE MUNICIPALITY OF THE TOWN OF BASSANO IN THE PROVINCE OF ALBERTA TO PROVIDE FOR A COUNCIL CODE OF CONDUCT

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**WHEREAS** the Citizens and Taxpayers of the Town of Bassano have a right to be served by a Council committed to conducting its service in an ethical and professional manner; and

**WHEREAS** the Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 146.1 requires a Council to establish, by Bylaw, a code of conduct governing the conduct of councillors;

**NOW THEREFORE** the Council of the Town of Bassano in the Province of Alberta, duly assembled, enact as follows:

### **1. DEFINITIONS**

This Bylaw may be cited as the "Council Code of Conduct Bylaw" of the Town of Bassano.

- 1.1 "Chief Administrative Officer" or "CAO"** means the individual appointed by Council under the authority of the Municipal Government Act, or their designate.
- 1.2 "Conflict of Interest"** means a situation where a Councillor's personal or private interests may in actuality, or be perceived to citizens as influencing a Councillor on a matter of public interest, whether a result of pecuniary interest, common-law bias, pre-judgement on a matter, close mindedness or undue influence. A Conflict of Interest also includes using the Councillor's position, confidential information, Town of Bassano employees, materials, facilities, or services for personal gain or advancement, or the expectation of personal or private gain or advancement.
- 1.3 "Councillor"** means any individual member of the Town of Bassano Council, including the Mayor and Deputy Mayor.
- 1.4 "Confidential Information"** means any document or information provided to Council whether labeled "Confidential" or not, which contains information of an inherently confidential nature as governed by the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, Chapter F-25 as may be amended, repealed or replaced from time to time.
- 1.5 "Municipal Government Act"** means the Municipal Government Act, R.S.A. 2000, Chapter M-26, as may be amended, repealed or replaced from time to time.

- 1.6 **"Municipal Staff"** means The Chief Administrative Officer (CAO), all staff hired and under the direction of the CAO, including all volunteers and contractors.
- 1.7 **"Pecuniary Interest"** means those situations as defined and regulated by Part 5 of Division 6 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 as may be amended, repealed and replaced from time to time.
- 1.8 **"Private Communication"** means any oral or written communications between parties where either (a) one or more parties to the communication **expressly state** the communication is intended to be private between the parties; or (b) the information contained in the communication contains Confidential Information. Private Communication, in this definition, may be subject to disclosure under the guidelines of the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, Chapter F-25 as may be amended, repealed or replaced from time to time.

## **2. PRINCIPLES**

- 2.1 This Bylaw will be used to guide the behavior of Councillors and provide a mechanism for accountability.
- 2.2 Councillors agree to sign the Statement of Council Conduct and Ethics as provided in Schedule "A" annually at the Organizational Meeting of Council.
- 2.3 The executed Statements of Council Conduct and Ethics shall be displayed in Council Chambers and on the Town of Bassano website.
- 2.4 Councillors agree that, for a period of 12 months after leaving office, they will continue to uphold the provisions of this Bylaw, except those relating to confidentiality which shall remain in effect in perpetuity.

## **3. CODE OF CONDUCT AND ETHICS**

- 3.1 Councillors shall always govern individual conduct in accordance with the requirements set out in the Municipal Government Act, or any other enactment of the Government of Canada, the Province of Alberta, or the bylaws and policies of the Town of Bassano.
- 3.2 The primary obligation of Councillors is to represent the best interests of the Town of Bassano. This accountability supersedes all other interests except those as required by law.
- 3.3 Councillors shall always act in honesty and good faith.
- 3.4 Recognizing the importance of education, Councillors shall attend orientation at the beginning of their term.
- 3.5 Recognizing the importance of healthy discussion and debate on Council matters, Councillors shall respect the personal views of other Councillors, municipal staff and the public.
- 3.6 Councillors shall respect and support the decisions and resolutions of Council.

- 3.7 Councillors shall be entitled to express their personal views on business that is, may be, or has been considered by Council, but not in such a way to discredit or undermine the standing of Council in the community.
- 3.8 Unless expressly authorized otherwise by resolution of Council, Councillors shall refrain from speaking on behalf of all of Council, except to communicate a decision made by Council duly assembled. Other than representing a decision of Council which has been made, Councillors shall clearly state to any 3<sup>rd</sup> party that any representations made are the personal opinion of the Councillor.
- 3.9 Councillors shall always adhere to the Pecuniary Interest requirements established in Part 5, Division 6, of the Municipal Government Act. It is further understood that a violation of Pecuniary Interest may disqualify a Councillor from holding office.
- 3.10 Councillors shall rigorously avoid situations which may result in claims of pecuniary interest, conflict of interest, or bias.
- 3.11 Councillors shall demonstrate fairness, equality, accountability and impartiality in all Council matters.
- 3.12 Councillors shall act with integrity, professionalism, and respect when dealing with other Councillors, other elected officials, municipal staff, contractors, and members of the public.
- 3.13 Councillors shall keep in the strictest confidence ALL Confidential Information, and ALL matters discussed "in-camera" or in private at a Council meeting, committee meeting, special council meeting, or any matter discussed in confidence with another Councillor or municipal staff.
- 3.14 Councillors shall not make improper use of their position as a Councillor by:
- (a) Gaining or attempting to gain or advance, directly or indirectly, a personal or private interest for themselves, or another person;
  - (b) Causing or attempting to cause detriment to Bassano Town Council, any individual Councillor, municipal staff, any member of the public, or other third parties;
  - (c) Seeking personal gain or benefit from any information obtained through their position as a Councillor;
  - (d) Seeking benefit or gain to the Councillor's Parent, Grandparent, Child, Grandchild, Spouse, and the Parents, Grandparents, Children and/or Grandchildren of their spouse through their position as a Councillor, or any information received as a Councillor;
  - (e) Seeking benefit or gain to the Councillor's employer or any corporation of any kind of which the Councillor is a director, or shareholder of more than 10% stake of the corporation.
- 3.15 Councillors shall make no representation to bind Council to any action or inaction, except for resolutions that are previously approved by Council. Councillors recognize that their only authority to make actions or provide direction is at a duly assembled Council meeting by resolution of Council.

- 3.16 Councillors shall always adhere to the policies, procedures, and Bylaws of the Town of Bassano.

#### **4. GOVERNANCE**

- 4.1 Councillors shall attend all orientation sessions provided to Council at the commencement of their term in accordance with the provisions of the Municipal Government Act.
- 4.2 A Council meeting, Committee meeting, or Special Council Meeting is the appropriate forum for healthy and diligent debate on matters before Council, or anticipated to be before Council.
- 4.3 Councillors shall be given an in-depth opportunity to address matters before Council in a full, open, transparent, and professional manner with the goal of good governance through healthy debate.
- 4.4 Council decisions, resolutions, or direction, are made by a majority vote of Council. The decisions of Council **MUST** be respected by all Councillors regardless of any personal view(s) on the decision(s) made.
- 4.5 Individual members of Council may express that they did not vote with the majority on an issue, however such statements must be made in a manner which respects Council, individual Councillors, any other person(s) associated with the decision, and the decision itself.
- 4.6 Councillors shall feel confident to express their views in any Council session without fear of interruption or intimidation, and shall feel confident in the Chair's impartiality in controlling the debate.
- 4.7 Councillors shall always be impartial to discussion or presentation of any matter that requires a decision of Council. While a Councillor's position on a matter of interest may be strong in advance to a decision being made, a Councillor must be open to consideration of any opposing position.

#### **5. EXPENDITURES**

- 5.1 Councillors shall act responsibly when incurring expenses, always mindful that public money must be used for public good.
- 5.2 Councillors shall avoid waste, abuse, and extravagance in the provision or use of public money.
- 5.3 Councillors shall be open and accountable with respect to all expenditures, Per Diems, and any other expense(s) incurred.
- 5.4 Councillors shall strictly adhere to all Town of Bassano guidelines addressing expenses and reimbursement.
- 5.5 The Town of Bassano will post all Councillor expenses, Per Diems and/or any other expenses incurred on the Town of Bassano website.
- 5.6 Councillors shall avoid situations where an expenditure can be questioned as inappropriate, may cause an adverse reaction in the community, or otherwise undermine the standing of Council in the public eye.

## **6. INTERACTION WITH ADMINISTRATION**

- 6.1 Councillors recognize that the Chief Administrative Officer is exclusively responsible under the Municipal Government Act for directing staff.
- 6.2 Councillors shall respect the professional opinions of Town of Bassano Administration, regardless whether the Councillor agrees with the opinion(s) or not.
- 6.3 Councillors shall not abuse relationships or interactions with Town of Bassano staff by attempting to take advantage of their position as Councillor.
- 6.4 Councillors shall always refrain from behaviors or statements which are, or may be perceived as bullying of staff.
- 6.5 Requests for information shall be directed to the Chief Administrative Officer, or in the manner specified by the CAO.

## **7. INTERACTION WITH THE PUBLIC**

- 7.1 Councillors shall treat all people with respect and courtesy, in good faith, and without bias:
  - (a) Recognizing there are legitimate differences in opinions;
  - (b) Equally regardless of race, religion, culture, language, gender or gender identity, disability, or occupation;
  - (c) Ensuring equality in service and treatment;
  - (d) Providing adequate and substantive opportunity for persons to state their position on any matter before Council.
- 7.2 Councillors shall dress appropriately when representing the Town of Bassano at a public or private event.
- 7.3 Councillors shall not instigate, participate in, or condone personal attacks against other Councillors, staff, or members of the public.
- 7.4 Councillors will not comment in public regarding the performance of any member of Administration, but instead will refer any question of performance of a staff member to the Chief Administrative Officer.
- 7.5 Prior to taking any action, Councillors should consider whether their intended action would be supported by other Councillors and the Town of Bassano. This test is designed to promote objectivity in the mind of a Councillor to best ensure appropriate conduct.
- 7.6 Councillors shall, if in doubt, consult with the Mayor, Deputy Mayor, or Chief Administrative Officer prior to taking an action.
- 7.7 Councillors shall forward concerns, comments, and questions from the public of an operational nature to the Chief Administrative Officer.

## **8. CONFLICT OF INTEREST**

- 8.1 The decision with respect to any Councillor may have a conflict of interest is the individual decision of the Councillor. The Councillor may discuss this with Council, or seek the advice of the Mayor or Chief Administrative Officer.
- 8.2 Should a Councillor believe that they may have a conflict of interest, or be reasonably perceived to have a conflict of interest, in a matter before Council or Council committee, he/she shall:
- (a) State the general nature of the Conflict of Interest at the meeting PRIOR to any discussion on the matter. This shall be done on EVERY occasion that the matter arises before Council or Council committee;
  - (b) The Councillor shall not discuss the matter with Council, individual Councillors, or any committee member, either publicly or privately;
  - (c) The Councillor shall leave Council chambers, or any meeting room in which a meeting is being held, while the matter is being discussed. The Councillor shall not return until the discussion held and/or the vote on the matter has been concluded;
  - (d) Councillors with a stated conflict of interest in any matter may stay in Council chambers, or any meeting room in which a meeting is being held, if the Councillor is seated in the gallery and addresses Council or a Council committee as a taxpayer, elector, or owner and if the Councillor has a right to be heard under the Municipal Government Act or any other enactment.
- 8.3 The acceptance of certain gifts may create a conflict of interest. Apart from token gifts, having a value under \$50.00, Councillors are required to declare, as part of their written reports to Council, the acceptance or rejection of any gifts.
- 8.4 While token gifts may be accepted, material gifts of reasonable value should be either refused, or conditionally accepted on behalf of all of Council on the basis that the donor be informed that the gift will be donated to a local charity, or temporarily or permanently displayed at the Town Office.
- 8.5 Notwithstanding Sections 8.3 and 8.4 above, gifts of appreciation, symbolic donations, gifts of protocol, social obligation, or tradition which are received by a Councillor on behalf of Council are not a violation of this Bylaw. Such gifts shall be forwarded on to the Chief Administrative Officer who will temporarily or permanently display the gift in a suitable public location for the community to enjoy.
- 8.6 It is the individual responsibility of every Councillor to seek independent legal advice whenever they deem necessary, at their own expense, with respect to a situation which may result in a conflict of interest.

## **9. CONFIDENTIALITY**

- 9.1 Information provided to Council and to Councillors shall not be used for any other purpose other than to exercise their role as Councillor.

- 9.2 Councillors shall not release any information which is to be treated as confidential in accordance with the Municipal Government Act and the Freedom of Information and protection of Privacy Act.
- 9.3 Councillors will treat all private communication, whether written or verbal, between other Councillors, or between themselves and the Chief Administrative Officer, as confidential until the parties agree that the information can or should be made public.
- 9.4 Councillors shall not disclose, publish, or release, or comment on confidential information including, but not limited to, any information received during an "in camera" meeting until such information is disclosed at a public meeting. This obligation continues in perpetuity.
- 9.5 Councillors shall not release any information that is subject to attorney-client privilege unless expressly authorized by Council by resolution.

## **10. DISPUTE RESOLUTION**

- 10.1 From time to time, difficulties may occur in relationships between individual Councillors. It is expected that Councillors in this situation will use their best efforts to resolve the issue(s) so as they do not interfere with the functioning of Council.
- 10.2 Councillors shall always attempt to resolve their issue(s) without the need for external assistance as a demonstration of unity and teamwork.
- 10.3 Councillors shall not discuss any issue(s) with other Councillor(s) or Council in public.
- 10.4 If a dispute between Councillors cannot be resolved by the parties, dispute resolution shall be conducted as follows:
- (a) The Mayor shall discuss the issue(s) with the relevant Councillors and attempt to mediate an outcome acceptable to both parties. If the issue(s) involve the Mayor, the Deputy Mayor will undertake the action. If the issue(s) involve the Mayor and Deputy Mayor, a member of Council shall be appointed by resolution to act as mediator;
  - (b) Should a matter remain unresolved after mediation, the Chief Administrative Officer may be consulted to attempt to find solutions;
  - (c) Should the matter still remain unresolved, the Mayor, Deputy Mayor or Councillor acting as mediator in accordance with Section 9.4(a) of this Bylaw may request, in writing to the Chief Administrative Officer, to appoint an external professional mediator to assist Council to work through the issues with the relevant parties;
  - (d) Should, following external mediation, the dispute remain unresolved, an independent arbitrator shall be appointed by Council to work with the parties and develop recommendations for resolution of the dispute;
  - (e) Council shall consider the arbitrator's recommendations in a meeting closed to the public in accordance with the Municipal Government Act and the Freedom of Information and Protection of Privacy Act, and may upon return to an open meeting, adopt a resolution based on one, or all, of the arbitrator's recommendations;

- (f) A resolution so passed shall be final and binding on the parties.

## **11. COMPLAINTS AND SANCTIONS**

- 11.1 Organizations or individuals who have identified or witnessed any prohibited activity by a Councillor under this Bylaw may make complaint to any member of Council, the Chief Administrative Officer, or a Community Peace officer.
- 11.2 If the complaint involves activity which may be in breach of the Criminal Code, organizations or individuals should make complaint with the Royal Canadian Mounted Police.
- 11.3 If any member of Council becomes aware of misconduct by a Councillor, or receives an allegation of misconduct against any other Councillor, or against an employee of the Town of Bassano, it is the responsibility of that Councillor to report the misconduct or allegation.
- 11.4 An allegation must be made in writing, dated, and signed by the person making it. Anonymous allegations shall not be accepted.
- 11.5 An allegation must include all of the facts available at the time the allegation is made, including how the individual became aware of the misconduct, the nature of the misconduct, names of any witnesses, as well as the date, time, and location of the alleged misconduct.
- 11.6 The written allegation must be delivered or directed to the Mayor of the Town of Bassano in a confidential manner. If the allegation involved the Mayor, the allegation is to be delivered to the deputy Mayor. In the unlikely event that the allegation involves both the Mayor and Deputy Mayor, the complaint is to be delivered to the Chief Administrative Officer in a sealed envelope.
- 11.7 In the event of the Chief Administrative Officer receiving a sealed complaint in accordance with Section 11.6, he/she shall select a member of Council at their discretion to handle the complaint.
- 11.8 Within thirty (30) days of receipt, the Mayor, Deputy Mayor, or selected Councillor shall review the information in the complaint and deal with the matter at their discretion. The complainant shall be provided with a written report, containing the outcome of the investigation and any action(s) taken.
- 11.9 If the individual is unsatisfied with the action(s) taken, they may request Town of Bassano Council to discuss the allegation(s) during an in-camera session of Council. Council may accept the action(s) taken, or by resolution of Council decide on alternate action(s).
- 11.10 Notwithstanding this process, any complainant may make application directly to Alberta Municipal Affairs, the Municipal Ombudsman, or to Court of Queen's Bench.
- 11.11 As a result of the complaint review and/or mediation, the consequences for a Councillor who has breached this Bylaw will vary depending on the severity, frequency, or any other factor which Council, in their sole discretion, deems relevant. Consequences may include any or all of the following:

- (a) A verbal or written warning from the Mayor, Deputy Mayor, selected Councillor, or Council;
  - (b) The formal censure of the Councillor by Council;
  - (c) Require the Councillor to issue a verbal or written public apology;
  - (d) Require the Councillor to attend training relating to the complaint;
  - (e) Suspend or revoke any or all of the Committee appointments of the Councillor;
  - (f) Suspend or revoke the appointment of a Councillor as the Mayor under Section 150(2) of the Municipal Government Act;
  - (g) Suspend or revoke the appointment of a Councillor as the Deputy Mayor under Section 152 of the Municipal Government Act;
  - (h) Refuse attendance of the Councillor to any conference or convention;
  - (i) Report the misconduct to Alberta Municipal Affairs;
  - (j) Report the misconduct to the appropriate authority if potentially criminal in nature, or violating any other Provincial or Federal statute;
  - (k) reduction or suspension of remuneration corresponding to a reduction in duties, excluding allowances for attendance at Council meetings.
- 11.12 Any retaliatory action taken by the offending Councillor against the complainant shall not be tolerated, and is in fact another serious violation of this Bylaw.
- 11.13 If the Councillor is believed, following investigation, to have performed a misconduct that may be considered a reason for disqualification in accordance with Section 174 of the Municipal Government Act, Council may, at their discretion, consider making application to Court of Queen's Bench to determine if the eligibility of the Councillor has been breached.

## **12. SEVERABILITY**

- 12.1 Each provision of this Bylaw shall be deemed independent of all other provisions herein. Should any provision of this Bylaw be declared invalid, all other provisions shall remain in full force and effect.

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**13. EFFECTIVE DATE AND READINGS**

- 13.1 This Bylaw shall take effect on the date of 3<sup>rd</sup> and final reading.
- 13.2 Read a first time this 12th day of March, 2018
- 13.3 Read a second time this 26<sup>th</sup> day of March, 2018
- 13.4 READ a third and final time this 26<sup>th</sup> day of March, 2018

**TOWN OF BASSANO**

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**MAYOR**

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**CHIEF ADMINISTRATIVE OFFICER**

Schedule "A"



**STATEMENT OF CODE OF ETHICS AND CONDUCT**

I, Councillor \_\_\_\_\_, do solemnly swear to uphold the Town of Bassano Councillor Code of Conduct at all times while serving as a municipally elected official representing the Town of Bassano. I have read and understand the Councillor Code of Conduct Bylaw and further agree to ALL the terms and conditions as specified in the Bylaw.

DATED at Bassano, Alberta this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Chief Administrative Officer



## REQUEST FOR DECISION

Meeting: March 26, 2018  
Agenda Item: 6.3

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### BYLAW 876/18 Traffic Bylaw

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#### **BACKGROUND:**

For Council's consideration, Administration has prepared an updated Traffic Bylaw for the Town of Bassano.

Many of the provisions are carry-forward from Bylaw #745/96, the existing traffic bylaw. We have also incorporated Bylaw 846/13 – the Sidewalk Snow & Ice Removal Bylaw into the new Traffic Bylaw.

Key changes that have been made in the proposed Bylaw:

1. Reduction of the speed limit in Bassano to 40km/h unless otherwise posted
2. School and playground zone speed limits will be in effect from 7:30am to 8:30pm 7 days a week
3. Authority is given to the CAO for the placement of all traffic control devices, and the establishment of speed zones based on sign placement
4. Parking of vehicles that are not passenger vehicles on roads will be restricted to a maximum of 72 hours
5. Permits for road closures for special events fall under the CAO's authority
6. Allowing electrical cord covers on sidewalks as another option to stringing an electrical cable 2.5m over the sidewalk
7. The removal of ATVs and Skidoos from being allowed to use public roads. While we have no intention to aggressively enforce this provision, it allows law enforcement an additional tool to prosecute those who may use an off-road vehicle in town in an unsafe manner
8. The time allotted for shoveling snow or removing debris from a sidewalk is 24 hours, however the Bylaw requires that we provide an additional 24 hours notice before we perform any maintenance actions at the expense of the owner

Fines are generally set at \$100 for an offense, with only the removal/defacement of traffic control devices (\$250) and violation of truck routes (\$500).

To note: Administration has put an "Effective Date" for this Bylaw as June 1, 2018 so that Administration has time to order & install the appropriate signage, as well as inform our citizens of the changes.

#### **OPTIONS:**

- ☒ #1 – Give first reading to Bylaw #876/18, the Traffic Control Bylaw, as presented
- ☐ #2 – Give first reading to Bylaw #876/18, the Traffic Control Bylaw, with amendments
- ☐ #3 – Refer Bylaw #876/18, the Traffic Control Bylaw, to the Bylaw & Policy Committee for further review

#### **PROPOSED RESOLUTION:**

THAT Council give first reading to Bylaw #876/18, the Traffic Control Bylaw.

Budget Expense: Approximately \$1,000 for signage Attachments:

Applicable Legislation:

Prepared By: Kevin Miller, CAO

APPROVED BY:

A handwritten signature in black ink, appearing to be 'S. Miller', is written over the 'APPROVED BY:' text.

DATE: March 21, 2018

ACTION REQUIRED: \_\_\_\_\_



# BYLAW

Bylaw Number: 876/18

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## A BYLAW OF THE MUNICIPALITY OF THE TOWN OF BASSANO IN THE PROVINCE OF ALBERTA TO CONTROL AND REGULATE VEHICLE AND PEDESTRIAN TRAFFIC

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### 1. PURPOSE:

- 1.1 WHEREAS the *Traffic Safety Act* authorizes a municipality to regulate and control vehicle traffic as well as parking on streets and property within the municipality;
- 1.2 AND WHEREAS the *Municipal Government Act* allows a municipality to pass Bylaws as well as designate authority with respect to streets under its direction, control, and management;
- 1.3 NOW THEREFORE, the Council of the Town of Bassano in the Province of Alberta enacts a Bylaw to regulate Vehicle and Pedestrian Traffic in the Town of Bassano as follows:

### 2. INTERPRETATION

- 2.1 This Bylaw may be cited as the "Bassano Traffic Bylaw"
- 2.2 For the purposes of this Bylaw, all definitions and interpretations of the Traffic Safety Act and all subsequent regulations shall apply, unless otherwise defined in this Bylaw, as follows:
- 2.2.1 "Alley" means a Roadway which primarily serves to provide access to the rear of buildings and parcels of land.
- 2.2.2 "CAO" means the person appointed by Council to be the Chief Administrative Officer of the Town in accordance with the *Municipal Government Act*, R.S.A. 2000, c M-26 as amended or repealed and replaced from time to time.
- 2.2.3 "Council" means the municipal council of the Town of Bassano, duly assembled and acting as such.
- 2.2.4 "Curb" means the concrete or asphalt edge of a Highway, or in the absence of one, the dividing line between the edge of the Highway and a Boulevard or sidewalk.

**2.2.5 "Heavy Vehicle"** means a Commercial Vehicle, or a Vehicle with trailer attached, having a maximum gross Vehicle weight of 8500 kg or more, or 11 meters in total length. A heavy vehicle does not include a recreational vehicle.

**2.2.6 "Highway"** means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of Vehicles and includes:

- A. A sidewalk, including a boulevard adjacent to the sidewalk,
- B. If the ditch lies adjacent to and parallel with the roadway, the ditch, and
- C. If the ditch lies adjacent to and parallel with the roadway, the ditch, and If a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be

but does not include a place declared by regulation not to be a highway;

**2.2.7 "Obstruction"** means an encroachment, excavation, structure, or other obstacle, which interferes or may be expected to interfere with sight lines, or the safe passage, maintenance or use of Highways or public places by Vehicles or pedestrians.

**2.2.8 "Off-Highway Vehicle"** is defined in Section 117 of the *Traffic Safety Act*, R.S.A 2000, c T-6, as amended, repealed, or replaced.

**2.2.9 "Parkland"** means any grassed, cultivated or otherwise improved land used for the purposes of a playground or recreation area, any public park, parkway or square. This definition shall not include golf courses.

**2.2.10 "Passenger Vehicle"** means a vehicle used solely for personal transportation or the carriage of goods intended for the sole benefit of the vehicle's owner or owners' household.

**2.2.11 "Town"** means the Town of Bassano

### **3. TRAFFIC CONTROL DEVICES**

3.1 The CAO is hereby delegated the authority to prescribe where traffic control devices are to be located on Highways in the Town.

3.2 The CAO is hereby delegated the authority to prescribe, by the placement of traffic control devices, the location of school, playground, and other speed zones.

3.3 Any owner or authorized representative of a commercial or industrial property may erect traffic control devices for the purposes of restricting, controlling, designating, or regulating of vehicle activity on the owner's property.

3.3 The CAO shall keep a record of the location of all traffic control devices placed pursuant to this section by the Town.

3.4 No person shall post or exhibit or cause to be posted or exhibited, any notice, placard, bill or printed matter or other type of notice whatsoever upon any traffic control device, unless approved in writing by the CAO.

3.5 No person may act contrary to any traffic control device, regardless of whether that traffic control device is on public or private property.

3.6 The Town may cause temporary traffic control devices to be placed upon a portion of a Highway or other place, to facilitate construction, maintenance, repair work or any other reason.

3.7 All temporary traffic control devices carry the same authority and penalty as permanent traffic control devices.

3.8 Temporary traffic control devices shall supersede any other traffic control device located in the vicinity.

3.9 No person shall alter, move, deface, or in any way change any traffic control device, unless duly authorized by the CAO.

#### **4. RULES FOR THE OPERATION OF VEHICLES**

4.1 No vehicle shall be left upon any Highway in such a manner as to block, obstruct, impede, or hinder traffic thereon.

4.2 Notwithstanding Subsection 4.1 of this Bylaw, where the obstruction is unavoidable due to mechanical failure the operator will not be in breach of this Bylaw provided they promptly take measures to remove such vehicle from the Highway and activate warning or hazard lights.

4.3 No person shall drive or pull onto or upon a highway a vehicle containing a load unless the load is completely covered by a tarpaulin or other device secured in such a manner that no portion of the load can escape, blow, drop, spill, or fall from the vehicle onto a highway or land adjacent thereto.

4.4 In the event that any load or any portion thereof, or other material being carried by a vehicle, becomes loose, detached, blows, drops, spills, or falls from any vehicle onto any Highway so as to become an obstruction, the operator of that vehicle shall immediately take all reasonable precautions to draw the attention of other users of the highway to the presence of the obstruction and shall take any required action to remove the obstruction material(s) from the highway as soon as safely possible.

4.5 No person shall operate a vehicle having metal spikes, lugs, tracks, cleats, skids, or bands projecting from the surface of the wheel or tire of the vehicle, upon a highway, unless a permit has been issued by the Town.

4.6 Subsection 4.5 of this Bylaw does not apply to the use of studded tires or tires with chains.

4.7 No person shall operate a vehicle on a highway in contravention of the weight restrictions imposed pursuant to a road ban issued under this Bylaw or any other temporary road ban in place.

4.8 No person shall operate any vehicle or off highway vehicle upon any parkland, skating rink, recreational area, tennis court, park, playground, or school ground except as authorized under this Bylaw.

4.9 Subsection 4.8 of this Bylaw shall not apply to vehicles or off highway vehicles, operated by authorized agents or contractors engaged in the performance of duly authorized duties.

4.10 No person shall operate engine retarder brakes within the Town limits.

## **5. SPEED LIMITS**

5.1 No person shall drive a vehicle in any alley at a speed more than fifteen (15) kilometers per hour.

5.2 Unless otherwise posted, no person shall operate a vehicle on any highway within the Town of Bassano at a speed more than forty (40) kilometers per hour.

5.3 No person shall drive a vehicle in a designated playground zone or designated school zone at a speed more than thirty (30) kilometers per hour between the hours of 7:30am and 8:30pm, 7 days a week.

## **6. PARKING**

6.1 No person shall fail to park a vehicle fully within the marked boundaries of a parking space, where the boundaries of that parking space are marked out by painted boundary lines or are otherwise designated in a manner that indicates the physical limits of that parking space.

6.2 No person shall park:

6.2.1 a vehicle upon any portion of a highway when such stopping or parking will impede or obstruct traffic;

6.2.2 a vehicle at any location where the vehicle may, in any way, interfere with the use or proper operation of a fire or emergency exit from any building abutting the highway;

6.2.3 a heavy vehicle on any highway or private driveway in any area of the Town designated as a residential area except when such vehicle is actively engaged in a bone fide delivery, transport, or other similar activity;

6.2.4 a vehicle which is not a passenger vehicle on any Highway for a period exceeding seventy-two (72) hours;

6.2.5 a vehicle in any park, playground, or greenspace except on such part that Council may designate;

6.2.6 a vehicle on any highway which impedes or prevents access to a fire hydrant by fire suppression equipment;

6.2.7 a vehicle on any highway for the purpose of making repairs to the vehicle;

6.2.8 a vehicle in contravention of any traffic control device posted at the location;

6.2.9 a vehicle within one (1) meter of the access between a highway and a private driveway, or in any manner, to obstruct or impede access to a private driveway without the express permission of the owner of the property serviced by the private driveway;

6.2.10 a vehicle on or within a sidewalk, walkway, or designated pedestrian lane;

6.2.11 a vehicle in such a way that impedes the use of an alley by another vehicle, except for the immediate loading or unloading of goods or people for a period not exceeding thirty (30) minutes.

6.3 Notwithstanding Section 6.2, an emergency vehicle, public utility vehicle, municipal or government vehicle, funeral vehicle, or towing service vehicle may park on a Highway as necessary in the performance of their duties.

6.4 No person shall park a vehicle in a parking space reserved for handicapped persons, unless the vehicle displays a license plate or portable placard issued by the Province of Alberta, Canadian or other authorized jurisdiction, bearing the universal handicapped parking symbol.

6.5 No person shall park a motorhome, trailer, recreational vehicle, or other such vehicles equipped with sleeping facilities on any highway for the purposes of accommodation outside of a campground, or other area authorized by Council.

6.6 Where a Peace Officer has reasonable grounds to believe that:

6.6.1 A vehicle has been left unattended on a highway in a manner that may obstruct the normal movement of traffic;

6.6.2 A vehicle is parked on a highway in contravention of this Bylaw, including the provisions of any traffic control device;

6.6.3 A vehicle is parked on a highway in a manner that impedes or prevents access to a fire hydrant by fire suppression equipment;

6.6.4 A vehicle is parked in a manner that impedes advertised Town snow removal; or

6.6.5 A vehicle is parked in a manner that impedes emergency or municipal operations

That Peace Officer may cause that vehicle to be removed, relocated, or impounded by the Town.

## **7. OBSTRUCTIONS**

7.1 No person shall construct or place an obstruction of any kind in, upon, or above any highway unless a permit is granted by the Town.

7.2 Application must be made, in a form prescribed by the Town, requesting to place any obstruction.

7.3 Any person who, after having been issued a permit under Subsection 7.2 of this Bylaw, fails to comply with the terms and conditions of that permit shall be guilty of an offence and shall, in addition to any other penalty, remove the obstruction within twenty-four (24) hours after receiving notice to do so. If an obstruction is not removed within twenty-four (24) hours, the Town may cause the removal of the obstruction and such removal shall be at the expense of the person causing, placing or permitting the obstruction on the highway or public place.

7.4 In the event of an emergency or where the obstruction is deemed to pose a danger to users of a highway, the Town may cause the immediate removal of the obstruction without notice.

7.5 The permit holder shall be required to produce the permit upon request of the Chief Administrative Officer or authorized designate.

7.6 Where an obstruction of any kind exists in, upon or above a highway or public place and creates an unsafe condition, the Town shall be entitled to take such measures as are required for the protection of life or property.

7.7 Notwithstanding the above, the Town of Bassano may place temporary obstructions as deemed necessary for the purposes of repairs, maintenance, or other activities of the Town.

## **8. SPECIAL EVENTS**

8.1 No person shall close, obstruct, or restrict access to any highway for a special event without a permit issued by the Town.

8.2 Application must be made, in the form prescribed by the Town, requesting the closure of highways for special events.

8.3 When considering issuance of a permit for a special event, the CAO or their designate, shall consider the nature of the event. The CAO, in their sole discretion, may refuse a permit to any event which may not serve the interest and benefit of the Town.

8.4 Appeal of a refused permit may be made to Council within 21 days of the refusal. Council's decision shall be final.

8.6 The CAO, or their designate, may temporarily suspend parking on all or portions of the highway(s) granted by permit by posting no parking signs.

8.7 The CAO, or their designate, may close all or portions of the Highway(s) granted by permit prior to, during, and following the event for whatever time as deemed necessary to clear the highway for normal use.

## **9.0 TRUCK ROUTES**

9.1 Except as otherwise provided for in this Bylaw, no person shall operate a heavy vehicle on any Highway, except:

9.1.1 1<sup>st</sup> Street

9.1.2 8<sup>th</sup> Street from 1<sup>st</sup> Avenue to 2<sup>nd</sup> Avenue

9.1.3 10<sup>th</sup> Street

9.1.4 11<sup>th</sup> Street

9.1.5 1<sup>st</sup> Avenue

9.1.6 2<sup>nd</sup> Avenue from 8<sup>th</sup> Street to 11<sup>th</sup> Street

9.1.7 3<sup>rd</sup> Avenue from 10<sup>th</sup> Street to 11<sup>th</sup> Street

9.1.8 4<sup>th</sup> Avenue from 10<sup>th</sup> Street to 11<sup>th</sup> Street

9.1.9 5<sup>th</sup> Avenue from 7<sup>th</sup> Street to 11<sup>th</sup> Street

9.1.10 The road formerly designated as the Trans-Canada Highway and all of it's access roads within Town limits

9.2 Notwithstanding Subsection 9.1, the CAO may in their sole discretion, issue a special permit authorizing the movement or parking of heavy vehicles on certain highways.

9.3 A person driving a heavy vehicle on a route authorized by special permit must produce the same when requested to do so by a Peace Officer.

9.5 No person shall operate a heavy vehicle on any highway not designated under this Bylaw as a truck route.

9.6 The following Persons shall not be deemed to be operating a vehicle in contravention of Subsection 9.1 of this Bylaw if the vehicle is being operated on the most direct and practicable route between the premises or location concerned and the nearest Truck Route for the purposes stated herein:

9.6.1 Persons delivering or collecting goods or merchandise, or providing services at the premises of a customer of the person operating the heavy vehicle or the owner of that heavy vehicle.

9.6.2 Persons travelling to or from the business premises of the owner of the heavy vehicle.

9.6.3 Persons operating a heavy vehicle engaged in the moving of a structure or building for which a Permit has been granted by the Town.

9.6.4 Persons travelling to or from commercial premises involved in the servicing or repair of heavy vehicles.

9.6.5 Persons towing or pulling a disabled vehicle from a highway that prohibits heavy vehicles.

9.6.6 Persons travelling to or from the location of a properly authorized construction, maintenance, or repair work on a highway, or while actually performing authorized construction, maintenance or repair work on a highway.

9.6.7 Persons operating a bus, including a school bus, chartered bus, or transit bus while picking up, transporting, or depositing passengers.

## **10. SIDEWALKS, PATHS AND PEDESTRIAN LANES**

10.1 In areas that are not serviced by a sidewalk on either side of a highway, Council may designate all or a portion of a highway as a designated pedestrian lane.

10.2 Designated pedestrian lanes must be painted on the highway surface showing the boundaries of the designated pedestrian lane.

10.3 Pedestrians and cyclists are permitted to use a sidewalk, pathway, boulevard, or designated pedestrian lane.

10.4 No Person shall cycle, skate, or use other similar devices in such a way to interfere with a pedestrian on the same sidewalk, pathway, boulevard, or designated pedestrian lane.

10.5 No Person shall use any engine-driven wheeled device of any kind, except for medical assistive devices, on any sidewalk, pathway, boulevard, or designated pedestrian lane.

10.6 Notwithstanding Subsection 10.5, an engine-driven wheeled device may be used on a sidewalk, pathway, boulevard, or designated pedestrian lane providing that the engine is disengaged and the device is only propelled by manual power.

10.7 Notwithstanding Subsection 10.5, the Town of Bassano, or agents of the Town, may use vehicles or equipment on sidewalks to perform any repair, maintenance, inspection, or replacement tasks as deemed necessary or desirable by the Town.

10.7 A Peace Officer may seize and impound for a period not exceeding 60 days any bicycle, scooter, skateboard, or any wheeled device for the purpose of transporting a person used or operated in contravention of this bylaw.

10.8 Where a bicycle, scooter, skateboard, and/or any wheeled device for the purpose of transporting a person has been seized and impounded by a Peace Officer as provided for in Subsection 10.5, the owner or operator of such bicycle, scooter, skateboard shall, aside from any fine or penalty to which he may be subject, be liable for all reasonable costs incidental to the seizure and impounding of the bicycle, scooter or skateboard.

10.9 No person shall stand on a highway for the purpose of soliciting a ride from the operator of any vehicle, except for a bus or taxicab.

10.10 No Person shall use a Town sidewalk, pathway, boulevard, or designated pedestrian lane for the commercial display and/or sale of goods, except where permission has been granted by the CAO.

10.11 Notwithstanding Subsection 10.10, areas designated in the Town of Bassano Land Use Bylaw #845/13 as "C1-Retail/General Commercial" or "C2-Highway Commercial" may use sidewalks, pathways, boulevards, or designated pedestrian lanes, providing that there is are no obstruction or impediment to pedestrian traffic.

10.11.1 Determination of whether a commercial display obstructs or impedes pedestrian traffic shall be at the sole discretion of the CAO or their designate, or a Peace Officer.

10.11.2 If a commercial display is determined to be obstructing or impeding pedestrian traffic, the CAO or their designate, or a Peace Officer, may demand the property owner remove the display, or if necessary cause the display to be removed at the sole cost of the property owner.

10.12 No person shall place or cause to be placed any electrical cord over a sidewalk, unless it is either suspended a minimum of two and one half (2.5) meters above the sidewalk or covered with an appropriate high-visibility cord ramp & cover.

10.13 The owner of a property adjacent to a sidewalk shall remove, or cause to be removed, any snow, ice, debris, dirt, or other materials deposited on the sidewalk within 24 hours of such

material having been deposited to a "bare pavement" or "bare cement" standard, including the full expanse of the owners' property and to the center line of an adjacent alley, if present.

10.14 No person shall place, or cause to be placed, any snow, ice, debris, dirt, or other materials from a sidewalk or from a private property onto a Highway, or any other Town owned or controlled property.

10.15 In the event that an owner or occupier of a property fails or neglects to remove snow, ice, debris, dirt, or other materials from a sidewalk within 24 hours of such material being deposited, the Town, or any agent of the Town, may provide notice requiring the owner or occupier of a property to cause the same to be removed by the time indicated on the notice.

10.16 A notice to an owner or occupier of a property to remove any snow, ice, debris, dirt, or other materials from a sidewalk shall provide for a minimum of 24 hours from the time the notice is left to the time any snow, ice, debris, dirt, or other materials from a sidewalk must be removed.

10.17 In the event that an owner or occupier of a property fails or neglects to remove any snow, ice, debris, dirt, or other materials from a sidewalk by the time indicated in a notice provided by the Town, the Town may cause for the material(s) to be removed from such sidewalk, and may charge the cost of the work to the owner.

10.18 Amounts charged to the owner under Subsection 10.17 may be transferred to the tax roll of the property when 60 days past due.

## **11. OFF HIGHWAY VEHICLES**

11.1 No person shall operate any off highway vehicle within the town except on land owned by that person, or land owned by some other person with the consent of that person, or with the written permission of the Chief Administrative Officer to operate on public property.

11.2 Off highway vehicles allowed to operate on public property must be duly registered and insured pursuant to the *Traffic Safety Act*.

11.3 Subsection 11 of this Bylaw shall not apply to off highway vehicles operated by the employees or authorized agents of the Town of Bassano engaged in the performance of authorized duties.

11.4 Notwithstanding Section 11.1 of this Bylaw, a person may operate an a "golf cart" within the Town of Bassano limits from the point of origin to the Bassano Golf Club, and returning to the point of origin, by the most direct route possible, at a speed no greater than thirty (30) kilometers per hour.

11.5 Notwithstanding Section 11.1 of this Bylaw, a person may operate an a motorized medical assist device on a highway within the Town of Bassano limits at a speed no greater than thirty (30) kilometers per hour.

## **12. ENFORCEMENT AND PENALTIES**

12.1 Except as otherwise provided herein, any person who contravenes any provision of this Bylaw is guilty of an offence, and shall be liable, upon summary conviction, to the fine as set out in Schedule "A" of this Bylaw.

12.2 Notwithstanding the specified or minimum penalties set out in Schedule "A" of this Bylaw:

12.2.1 if a person is convicted twice of the same provision of this Bylaw within a twelve (12) month period, the minimum or specified penalty for the second conviction shall be one-and-a-half times (1.5x) the specified penalty for the first offense;

12.2.2 if a person is convicted three or more times of the same provision of this Bylaw within a twelve (12) month period, the minimum or specified penalty for the second conviction shall be two times (2x) the specified penalty for the first offense.

12.3 A Bylaw Officer or Peace Officer is hereby authorized and empowered to issue a Violation Ticket to any person who the Bylaw Officer or Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

12.4 A Violation Ticket shall be served on the person in accordance with Part II the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time.

## **13. GENERAL PROVISIONS**

13.1 Upon the coming into force of this Bylaw, the following Bylaws shall be repealed:

13.1.1 Bylaw #745/96 – Traffic Bylaw

13.1.2 Bylaw #770/00 – Traffic Bylaw Amendment

13.2.5 Bylaw #779/01 – Traffic Bylaw Amendment

13.2.4 Bylaw #846/13 – Sidewalk Snow & Ice Removal Bylaw

(The remainder of this page was intentionally left blank)

**13. EFFECTIVE DATE AND READINGS**

- 13.1 This bylaw comes into effect upon the 1<sup>st</sup> of June, 2018.
- 13.2 Read a **first** time this \_\_\_\_ day of \_\_\_\_\_, 2018.
- 13.3 Read a **second** time this \_\_\_\_ day of \_\_\_\_\_, 2018.
- 13.4 Read a **third and final** time this \_\_\_\_ day of \_\_\_\_\_, 2018.

TOWN OF BASSANO

\_\_\_\_\_  
CHIEF ELECTED OFFICIAL

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SCHEDULE "A"**

**SPECIFIED PENALTIES**

Section 3.4	\$100.00
Section 3.9	\$250.00
Section 4	\$100.00
Section 6	\$100.00
Section 7	\$100.00
Section 9	\$500.00 + costs of any damage to roadways caused
Section 10	\$100.00
Section 11	\$100.00



## REQUEST FOR DECISION

Meeting: March 26, 2018  
Agenda Item: 6.4

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### Bassano Damsiters – Requests Follow-Up

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#### BACKGROUND:

Administration has undertaken some initial research regarding the requests presented by the Bassano Damsiters at the March 12, 2018 Regular Council Meeting.

1. LED Lighting at rear of property

Changing out the bulb is a simple maintenance task, of which we would be able to accommodate as part of our 2018 work plan. For full retrofitting of the ballasts/controls/etc to LED Energy Efficient Appliances.

We would likely be able to handle in the 2018 budget the replacement of the single fixture at the rear of the property, however we would need to solicit quotations to ensure we have the funds required budgeted.

Should we desire to do a full-scale retrofit to new fixtures, Administration would recommend performing research to appropriate fixtures, as well as grant programs available to offset the costs as part of our 2018 work plan, for the actual fixture retrofit to be included in the 2019 Budget.

2. Adding a roof on to the rear deck

Administration has no concerns with this project. A Development Permit & Building Permit would be required. Would Council want to waive the fees for the Development Permit?

3. WiFi Internet

Administration has been unable to solicit a potential Wi-Fi commercial partner as of the writing of this RFD. Administration would recommend that the Damsiters approach internet companies for a better chance of having a WiFi hotspot donated to the society.

Should there be no partnership available, the Town could install Wireless internet access in the facility at an approximate cost of \$250 (one-time setup) plus \$60-75/month in service charges. Is this something that Council would have us pursue?

4. Plowing of the Alleyway of snow

In consultation with Public Works, we have the capacity to fulfill this request. Administration proposes that the plowing of this alley (when necessary) is conducted immediately after the "Priority" routes as per policy.

5. Solar Panels

Administration requires additional time to be able to research grant opportunities which may improve the viability of solar installations.

Budget Expense: As directed

Attachments: NIL

Applicable Legislation:

Prepared By: Kevin Miller, CAO

APPROVED BY:

A handwritten signature in black ink, appearing to be 'S. Miller', is written over the 'APPROVED BY:' text.

DATE: March 22, 2018

ACTION REQUIRED: \_\_\_\_\_



## REQUEST FOR DECISION

Meeting: March 26, 2018

Agenda Item: 6.5

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### 2018 Safe Grad Party

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#### BACKGROUND:

The Town of Bassano has received a request (attached) for the use of the Beer Gardens at the rodeo grounds as the site for their 2018 Safe Grad Party.

While Administration recognizes and understands that this site has been used in the past for Safe Grad celebrations, hosting an event on public space where we know illegal activity will be taking place (underage drinking) places the Town in a position of significant liability. Our insurers have indicated in the past that events of this nature would not be covered by our insurance policy, and regardless of any waivers or agreements we may put in place, should a youth be injured or worse during this party, the Town would be all but guaranteed to be named as part of any lawsuit.

#### OPTIONS:

- ☒ #1 – Do not approve the use of the beer gardens at the rodeo grounds for the 2018 Safe Grad Party
- ☐ #2 – Approve the use of the beer gardens at the rodeo grounds for the 2018 Safe Grad Party

#### CAO COMMENTS:

I am highly supportive of the Safe Grad "system" which allows for a "as safe as possible" alcohol event involving minors. We all know that underage drinking happens, however the risk of hosting such an event in public space with Council's blessing potentially places the Town at risk of financial liability where insurance would fail to cover any financial losses.

It is unknown whether approving an illegal act would violate the "good faith" provisions of the Municipal Government Act. If doing so would violate the "good faith" provisions in Section 535(2) of the Municipal Government Act, members of Council may also be named in any legal proceedings, opening members of Council to personal liability.

#### PROPOSED RESOLUTION:

**DEFEAT** a resolution THAT Council approve the use of the beer gardens at the rodeo grounds for the 2018 Safe Grad Party

Budget Expense: NIL

Attachments: Request letter

Applicable Legislation:

Prepared By: Kevin Miller, CAO

APPROVED BY: 

DATE: March 20, 2018

ACTION REQUIRED: \_\_\_\_\_

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**Tegan Goudie**

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25th February 2018

**Town of Bassano Council**

Box 299

Bassano

Dear Town Council,

I am writing on behalf of the 2018 Grad class, for permission to use the beer gardens at the rodeo grounds for a Safe Grad party. On the evening of Saturday June second. As well as on June first and third for set up and clean up of the areas.

If you could get back to me with your decision that would be greatly appreciated, my contact information is listed above. Thank you for your time and consideration of our request.

Sincerely,

The Grad Class of 2018



## REQUEST FOR DECISION

Meeting: March 26, 2018  
Agenda Item: 6.6

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### RhPAP 2018 Conference

---

#### **BACKGROUND:**

The 2018 conference for the Rural Health Professionals Action Plan (RhPAP) is being held April 11-12, 2018 in Brooks, Alberta.

The 2018 agenda is as follows:

#### **Tuesday April 10th evening:**

7:00 – 10:00 - Networking evening - local musical entertainment, wine and cheese

#### **Wednesday April 11th:**

7:30 – 8:00 Registration

7:30 - 8:30 Buffet breakfast

8:30 – 9:00 Welcoming remarks

9:00 – 10:30 **Keynote: Stepping It Up to Get 'Er Done** (Brenda Herchmer, Grassroots Enterprises)

*Revitalizing and rejuvenating communities to attract and retain health care professionals requires the traditional get 'er done attitude of rural communities in combination with both grassroots and grassroots leadership. While there's no doubt it's complicated, there is a growing consensus that a community without silos will be essential for ensuring the needed partnerships and transformation. Brenda will share key learnings, strategies, and inspiring stories from across the country that reflect the community building and community development approach that will ensure citizen engagement, impactful and relevant community programs, services, and initiatives, and ultimately, transformative change and innovation.*

10:30–11:00 Refreshment and networking break

11:00–12:00 Health Professions in Rural Alberta Panel - Knowing the Landscape

12:00 – 1:00 Buffet Lunch

1:00 – 2:10 Health Professions in Rural Alberta – On the Ground Experiences

2:10 – 3:20 Attraction and Retention Continuum

3:20 – 3:35 Coffee Break

3:35 – 4:45 Collaboration and Partnership in Rural Health

4:45 – 5:15 Wrap up of the day and setting the stage for next day's workshop (Brenda Herchmer)

6:15 – 7:15 Cash bar and networking (Heritage Inn Hotel and Convention Centre)

7:15 – 10:30 Banquet and Community Award

#### **Thursday:**

7:30 – 8:30 Buffet breakfast

8:30 – 9:00 Review of yesterday, what happens today

9:00 – 2:45 **Workshop: A Get 'Er Done Guide for Transforming Communities** (Brenda Herchmer, Grassroots Enterprises)

*This fun, and interactive workshop will share boots-on-the-ground strategies, resources, and tools that both emerging and seasoned leaders will be able to apply in their own organizations and communities to mobilize and leverage existing assets. Upon completion of this workshop participants will be better able to:*

- *help oneself and others learn and grow as community leaders*
- *articulate the value and importance of community building*

- *apply a planning framework that uses a community development approach*
  - *utilize a number of facilitative tools and techniques*
- 9:00 - 10:15 Workshop: Introductory Activities & Making a Case for Community Building  
 10:15 - 10:30 Refreshment break  
 10:30 - 12:15 Workshop: A Framework for Transforming Communities & Strategies and Tools for Strengthening and Building Your Team  
 12:15 - 1:15 Buffet Lunch  
 1:15 - 2:45 Workshop: Strategies and Tools for Strengthening and Building Your Team & How-To's for Applying a Community Development Approach  
 2:45 - 3:00 Refreshment and networking break  
 3:00 - 3:30 Wrap up and next steps

This item has been brought forward to Council to determine if Bassano would like to send member(s) of Council to the event and/or if Council desires to send any members of the Physician Recruitment Committee to the event.

Cost of the conference is \$275 per person, plus any mileage or per diems offered/entitled to.

**OPTIONS:**

☐ #1 – Approve the attendance of (maximum number of delegates) to the 2018 RhPAP Conference in Brooks, Alberta April 11 and 12, 2018

☐ #2 – Do not approve the attendance of (maximum number of delegates) to the 2018 RhPAP Conference in Brooks, Alberta April 11 and 12, 2018

**CAO COMMENTS:**

Attendance at this conference is discretionary, however there may be opportunities not just to learn, but to help in advocacy for the Hospital/Medical/Lodge project in Bassano.

**PROPOSED RESOLUTION:**

THAT Council approve the attendance of <# of delegates> to the 2018 RhPAP Conference in Brooks, Alberta April 11-12, 2018

**Budget Expense: \$275 per person plus expenses**

**Attachments: NIL**

**Applicable Legislation:**

**Prepared By: Kevin Miller, CAO**

**APPROVED BY:**



**DATE: March 21, 2018**

**ACTION REQUIRED:** \_\_\_\_\_

R 2018-03-26 #6.7

**From:** Linda Andres <[andres.lindad@gmail.com](mailto:andres.lindad@gmail.com)>

**Sent:** March 20, 2018 2:16 PM

**Subject:** Important Event on Friday, April 13th - Daniel Baek - 2018 Junior Citizen of the Year

Hello everyone,

I just got off the phone with Lynn Pye-Mathewson, who is the Executive Director of Grasslands Regional FCSS.

Daniel Baek, from Bassano School, has been chosen as the Grasslands 2018 Junior Citizen of the Year!!!

He will be honoured at a banquet on **Friday night, April 13th**. The banquet will be held at the **Heritage Inn in Brooks**. Doors open at 5:30pm, and the dinner begins at **6:00pm**. **Tickets are \$15** each for a buffet meal.

It would be great to have as many Bassanoites and Gemites there as possible to help Daniel and his family celebrate this event!

I told Lynn that I would try to find out how many tickets we would need - and get the tickets and sell them in Bassano for her. You can also get them from the Heritage Inn or from the Grasslands Regional FCSS office in Brooks.

So ---if you are interested - please let me know as soon as possible. Also - any of you that see Daniel's friends or classmates - maybe you could see if any of them might be interested in coming to support Daniel. There are probably a number of us that can give rides to people if they need rides.

Please spread the word about the banquet - and people can email/text/phone me to let me know about tickets.

Cell is [REDACTED].

Thanks to those of you involved in nominating Daniel - this is exciting news for Daniel - and for the Town of Bassano, and Bassano School!

Take care,

Linda

**Subject: 22 June 2018 arrival @ Bassano Municipal Campground**

Re : Complimentary camping for 1 night - team of 14 charity cyclists  
Charity bicycle ride " Across Canada 2018 " - Victoria BC to  
St. John's NL

22 June 2018 arrival @ Bassano Municipal Campground

23 June 2018 departure 8:00 am

Good morning, Mayor Peterson,

I am Daisy, one of the volunteering coordinator at E&E Global Foundation for the fund raising event " Across Canada 2018 " by bicycle. E&E Global Foundation is a registered non-profit society. There are 14 cyclists riding for fund raising from Victoria BC to St. John's NL in a 10 weeks' time frame. The target C\$100,000.00 charity fund will be allocated to 6 different registered charity organizations. The package of sponsor and information is attached for your perusal. The same can be downloaded from the foundation's website or on Facebook under " Across Canada 2018 " - Mission is Possible.

- Canadian Health Awareness Society
- Christian Zheng Sheng College
- D.A.R.E. BC Society
- Developmental Disabilities Association
- Global Aid Network
- Vancouver Sowers Society of Education

The charity team of 14 well educated cyclists is seeking for 1 night complimentary camping. Your kind assistance & support will help all charity riders a well rest in order to face the physical and mental challenge towards the journey into St. John's NL and make their mission possible. All charity cyclists will arrive around evening, have a quite bite and quietly snuggle into the tent for overnight rest. Early next morning, the team will take off shortly after breakfast keeping the site the way it is without leaving any trace and mark.

As every single nickel & dime collected and saved will help those with less fortune, your generosity in assisting with the complimentary or discounted rate stay is highly appreciated. The same will be addressed and published along the way of the nation.

Thank you for your kind support and look forward to hearing from you soon.

Have a nice day !

Daisy

On behalf of the volunteering support team and those in need

Phone [REDACTED]

p.s. My apology of bothering you out from your busy schedule, as since January 2, I am still getting nowhere except your office has been referred by one of the very helpful local residence.

E&E Global Foundation

Address: 3105 - 8888 Odlin Crescent  
Richmond BC V6X3Z8

Tel: [REDACTED]

Email: [REDACTED]

Website: [www. eneglobalfoundation. com](http://www.eneglobalfoundation.com)

**BOARD & COMMITTEE REPORT**

MAYOR JACKIE PETERSON

MARCH ??, 2018

**Mayor & Reeves Association**

Date: Friday, February 9<sup>th</sup>

This committee is largely for the awareness of provincial and federal legislation or issues; and the opportunity for any member municipalities to bring forward their own local issues for potential problem solving. Partnerships can also be identified through this committee. I've enjoyed the networking and learning what other communities do that may be of interest or benefit to implement in Bassano

Watch for Federal & Provincial budgets to be released at the end of March. It will be interesting to see what the Feds and Province come out with in regards to infrastructure dollars.

Please refer to Martin's update in correspondence of March 12<sup>th</sup> Council meeting regarding Cannabis Legalization, oil & gas trade, rural crime, etc.

Watch for new gun laws. To gain more info, perhaps checkout Colorado's stats.

Canada Food Guide is changing.

Guidelines to AISH funding are changing. Typically people collecting AISH are penalized if they work even part-time. The new changes allow recipients to work without their benefits being penalized. This should help fill vaca labour market and fill more entry level positions.

Discussion on waste management and recycling. Every community and region differs on partnerships. Newell remains strong and has a good system in my eyes.

Stacey, Deputy Mayor from Oyen, expressed concern with Physician Recruitment. I reinforced the use of RhPAP but also connected her with Councillor Ron Wickson as he has had significant experience with this.

Red Cliff now has curb side recycling. I would love to see this in Bassano eventually.

Received info on Halo. The organization has been a solid service provider over the past 10 years and have proven it is a necessary resource for the province of Alberta and in particular Southern Alberta. This is the rural version of STARS. They have been trying to gain funding from the Alberta Government but have not been successful to date. They are purchasing a second helicopter, a twin-engine BK-17, that will ultimately allow them to fly 24/7. With the addition of this helicopter they will be able to be involved in inter-facility transfers to and from Calgary, Lethbridge, Brooks and Oyen; and still have local rescue capability on standby. Bassano is on the edge of this so I have not heard of a lot of use of it in the area. Council should consider a submitting a letter of support to government for funding of Halo as we may, and certainly our neighbors, need this valuable service.

## **Shortgrass Library System**

Date: Wednesday, February 21<sup>st</sup>

2017 Audited Financial Statements were presented. No concerns overall, new staff has done a good job at promptly providing the accountant with necessary info.

Prairie Rose School Division has discontinued their contract with Shortgrass; Medicine Hat School Division to follow. This was something Shortgrass was doing aside from their mandate.

Several policies were reviewed. Some of them to do with new Employment Standards.

Year end stats were interesting: On average 1853 items per week were transported throughout the shortgrass region to libraries and 92,650 for the year. So if you can't find something in your local library, it is possible to order it if it is in the inventory. There are 864,119 total items in the shortgrass system catalog.

The board of trustees renewed the membership for Gale courses so that member libraries can continue to promote them. There is a wide selection of online courses available for free.

The board also approved the cost and development of new websites for all 14 member libraries and also a new corporate site. Bassano site has been up since Jan. 2018. The web address is [bassano.shortgrass.ca](http://bassano.shortgrass.ca). You can view books available and also a preview of the different apps available with your annual \$10 library card.

Shortgrass was also one of many partners in offering the Board Leadership Conference this month. Next year I hope to obtain the info sooner to promote attendance.

## **Rural Safety with MP Martin Shields**

Date: February 23<sup>rd</sup>


Overall, I am very thankful to say that rural crime is low in our area compared to our neighboring municipalities. As you've probably read, everything must be locked up, items including vehicles and equipment are being stolen in broad daylight.

Generally there were not a lot of comments on what is working well to prevent crime, but one piece of good news is that there are now four Crime Reduction Teams in Alberta. The SE Alberta team has only been active a short time and has already made several arrests by targeting people known to police and investigating their actions.

The question of "What can we do?" Came up several times. An education component for the public is very important. People need to be empowered to speak up, be the eyes and ears in their community, and remember that "No call is too small".

Programs such as Rural Crime Watch continue, COP -Citizens on Patrol, or the Wise Owl to name a few.

RCMP are also to have crime reduction strategies in place as part of their strategic planning.



## **Bassano Memorial Library**

Date: Monday, March 5<sup>th</sup>

AGM: The AGM took place and the Financial Review will be submitted as information in an upcoming Council package. Theresa Kelly remains as Chair, Linda Parrish as Vice Chair, Roberta Harmacy as Secretary, and Monique Treiber as Treasurer.

Regular Meeting: Renovations continue at the library. The old VC equipment and stand has been removed making more space in the board room. A new wall mount has been installed for the TV.

A Tech Talk & Support workshop will be ran to promote online library resources. Anyone interested can signup at the library for either a Thursday evening class or a Saturday morning using your own device or a library computer.

County library board was or Shortgrass noticed that Bassano has been getting 50% of Gem's library resource money. Nobody knows how this has happened. Bassano was unaware and has requested an investigation of how the funds are allocated.

There was no concern expressed regarding the proposed Medical Marijuana Facility. Our discussion of a 2hr parking limit seemed to be of interest.

Kevin Jones  
Council report for March 2018

Family and Community Support Services (FCSS)  
Meeting held at the Bassano Community Hall 12 March 2018 at 3:30pm.

Approval of Agenda.

Adopted February minutes.

Accepted March 12 Financial report. Budget missing the Variance report.

Nothing from correspondence.

Directors report;

- Volunteer Appreciation Day to be on the 16th April.

- Organize Pen pals at School to write to Elderly or house bound people.

- Art Camp, council to be asked about murals.

- Mom to Mom sale to be organized the objective to sell children's clothing, toys etc.  
provisional date 14th April at the community hall.

- Farm Safety ad in paper.

Next meeting 17th April 2018.

BARRA  
AGM  
BASSANO LIBRARY  
MARCH 14, 2018  
Presented by: Tom Rose for Doug Barlow

**PRESENT:** Raylene Augustine, Christine Petkau, Jan Armstrong, Tom Rose, Roger Newman, Donna Smith

Call to order @ 7:06 pm

Election of officers:

President: **Roger Newman**

Vice President: **Allan Treiber**

Secretary: **Jan Armstrong**

Treasurer: **Christine Petkau**

**Raylene Augustine is a new board member.**

Cardboard is around \$130 to \$160

The E-waste program has been modified to include funds from the province which was not included by Geep (company that recycles electronics in calgary)

-Total is about \$45,000

-Labour has stayed the same at about \$22,000

-there is about \$15,000 to spend from casino funds that need to be spent this year

-asked Newell regional landfill for \$20,000 for this year 2018

-\$5000 comes from the town

-BARRA feels that they are "holding their own"

-The 2018 budget balances at \$43650

-Rybar construction installed a Snow Dam on the roof to prevent snow from sliding off the roof.

-Brian McGuire took a 3 month absence

-2 new windows were installed

-Fire extinguishers have been retested and all is good

-the cardboard balers have been inspected and all is good

-cold storage door is warping. Will replace with a metal door from casino funds.

-Casino date is August 9th and 10th, 2018

-

NEXT MEETING: MAY 16, 2018 @ 7:00 PM at the recycling depot

BARRA		Page 1
Balance Sheet As at 31/12/2017		
ASSETS		
ASSETS		
C.U. chequing 10097350	33,681.41	
C.U.Savings 10221695	0.00	
Elite Savings 15096862	10,575.77	
Casino Account 1100699	15,203.06	
Accounts Receivable	0.00	
C.U. Common Shares 10576106	136.20	
TOTAL CURRENT ASSETS	<u>59,596.44</u>	
TOTAL ASSETS	<u>59,596.44</u>	
LIABILITIES		
LIABILITIES		
outstanding cheques	2,027.00	
GST Paid on Purchases	-418.76	
charged on sales	<u>299.44</u>	
GST owing/refund	-119.31	
GST net applied for	<u>119.31</u>	
Total Liabilities	<u>2,027.00</u>	
TOTAL LIABILITIES	<u>2,027.00</u>	
EQUITY		
EARNINGS		
Retained Earnings	49,892.77	
Current Earnings	<u>7,576.67</u>	
TOTAL EARNINGS	<u>57,569.44</u>	
TOTAL EQUITY	<u>57,569.44</u>	
LIABILITIES AND EQUITY	<u>59,596.44</u>	

**PARVA**  
Comparative Income Statement

	Actual 01/01/2017 to 31/12/2017	Actual 01/01/2016 to 31/12/2016
<b>REVENUE</b>		
<b>REVENUE</b>		
Electronics recycling	682.48	0.00
Capital Paper	13,575.45	10,463.67
GEEP	856.38	739.52
Newell Regional Funding	31,250.00	18,750.00
MSI Grant	5,000.00	5,000.00
Interest	126.74	123.38
CU Dividend	6.13	5.29
Misc Income	0.00	2,300.00
WCB	0.00	259.94
Casino Revenue	0.00	0.00
<b>TOTAL REVENUE</b>	<b>51,477.17</b>	<b>37,641.78</b>
<b>TOTAL REVENUE</b>	<b>51,477.17</b>	<b>37,641.78</b>
<b>EXPENSE</b>		
<b>EXPENSE</b>		
GST non refundable	0.00	0.00
New Account	0.00	0.00
Equipment maint & fuel	1,253.08	980.28
Building Maint & Supplies	7,978.66	10,076.99
Freight	1,049.38	1,101.92
Recycling Supplies	1,129.04	978.21
Utilities - Gas & Power	4,025.82	3,985.04
Contract Labour	22,315.50	21,357.00
WCB	562.87	653.70
Staff Training	226.14	0.00
Office Supplies & Postage	128.43	53.56
Insurance	3,922.00	3,836.00
Advertising & Promotional	226.13	95.13
Memberships & Board Expenses	84.00	78.75
Vol. Appreciation & Honorariums	997.45	502.00
Misc Expense	0.00	0.00
<b>TOTAL EXPENSE</b>	<b>43,900.50</b>	<b>43,698.58</b>
<b>TOTAL EXPENSE</b>	<b>43,900.50</b>	<b>43,698.58</b>
<b>NET INCOME</b>	<b>7,576.67</b>	<b>-6,056.80</b>

# BARRA PROPOSED BUDGET 2018

REVENUE	2017 BUDGET	2017 ACTUAL	2018 BUDGET
SALE OF PAPER	9000.00	13500.00	10000.00
GEEP	1000.00	1500.00	1000.00
NEWELL REGIONAL	25000.00	25000.00	20000.00
RECYCLING FEE/TOWN	5000.00	5000.00	5000.00
INTEREST	100.00	128.00	100.00
CASINO	3550.00	3550.00	3550.00
TOTAL	43650.00	48677.00	43650.00
EXPENSES			
EQUIPMENT MAIN /FUEL	1000.00	802.00	1000.00
BUILDING MAIN/SUPPLY	1000.00	1100.00	<del>1100.00</del> 2100
FREIGHT	5000.00	1050.00	<del>2000.00</del> 3000
RECYCLING SUPPLIES	1000.00	1125.00	<del>1200.00</del> 1800
UTILITIES	4000.00	4025.00	4100.00
CONTRACT LABOUR	25000.00	22315.00	25000.00
WCB	1000.00	562.00	600.00
OFFICE SUPPLIES	200.00	128.00	200.00
INSURANCE	4500.00	3922.00	4000.00
ADS/PROMOTION	250.00	228.00	250.00
MEMBERSHIPS/BD EXP.	100.00	84.00	100.00
STAFF TRAINING	600.00	226.00	500.00
VOL APPR/HONOR.	150.00	998.00	1000.00
CASINO EXP.	.00	0.00	.00
TOTAL	43800.00	36565.00	<del>41050.00</del> 431650

## **BARRA AGM - March 14, 2018**

President Roger called the meeting to order at 7:06 at the meeting room of the Bassano Library. Roger Newman, Jan Armstrong, Raylene Augustine, Donna Smith, Tom Rose – representing the Town and Christine Petkau were present. Regrets: Al Treiber, Lorraine Heron and Tom McPhail.

**Minutes:** Minutes of the 2017 AGM were read. Jan moved the minutes be adopted as read. Carried

**Treasurer's Report:** Christine presented the reviewed financials. Discussion. A request, sent to Newell Regional Waste Management asking for \$20,000 this year (a reduction of \$5,000 from previous years) has been approved. Highway 9 is increasing their fuel surcharge. Roger will look into other freight alternatives. Christine moved the report be accepted as presented. Donna seconded. Carried. The budget was presented. Discussion. Raylene moved we adopted the Budget as adjusted. Donna seconded. Carried.

Jan will forward our Reports and Financials Newell Recycling. Tom took the reports for the Town

### **Old Business:**

- 1. Snow Dams For Roof:** RyBar Construction installed them.
- 2. Staffing:** Our 3 staff members are working well together, covering each other when necessary.
- 3. Windows:** Have been replaced.
- 4. OH&S Manuals:** These will be purchase. Jan
- 5. Fire Extinguishers:** Have been checked.

### **New Business:**

- 1. Cold Storage Door:** The wooden door has warped and is difficult to close. Jan moved and Donna seconded we look into replacing it with a metal door, using casino funds. Carried. Roger will talk to Bassano Building Center.
- 2. Board Members:** Jan nominated Raylene Augustine to the Board. Christine seconded. Carried
- 3. Spring Clean Up:** This will be done at our May meeting.

### **Elections:**

The Executive is in by acclamation.

The 2018 executive is as follows:

President:	Roger Newman
Vice -Pres:	Al Treiber
Secretary:	Jan Armstrong
Treasurer:	Christine Petkau
Directors:	Tom MacPhail
	Lorraine Heron
	Donna Smith
	Raylene Augustine
Town Rep	Doug Barlow

The signing authority for BARRA is unchanged:

Roger Newman - President

Al Treiber - Vice President

Christine Petkau - Treasurer

**Next Regular Meeting:** May 16 at 7PM at the Depo

There being no further business President Roger adjourned the meeting at 7:50.

Respectfully submitted,

Jan Armstrong

Secretary



## MONTHLY CAO REPORT

Meeting: March 26, 2018

Agenda Item: 8.1

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Kevin Miller, Chief Administrative Officer

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Report Period: March 9-23, 2018

### ACTIVITIES:

- On-Site Audit work March 12-14<sup>th</sup>
- ICF Planning Session March 16<sup>th</sup>
  - This was an EXCELLENT session hosted by the County of Newell, the City of Brooks and Municipal Affairs. We currently have a much better understanding of the Intermunicipal Collaborative Framework (ICF) process, and managed to also have some meaningful conversations with the County moving things forwards as well.
- Working with Alberta Environment and MPE Engineering regarding stormwater management concerns
- Reviewed our Municipal Emergency Plan with the Alberta Emergency Management Agency March 22<sup>nd</sup>. Some updates are required, but overall the plan is fairly well setup at this time.
- Low Carbon Economy workshop in Calgary March 23<sup>rd</sup>
- ORRSC Regional SDAB exploratory meeting March 23<sup>rd</sup>

### PROGRESS ON MAJOR PROJECTS & PROGRAMS:

- The Environmental Site Assessment report for the Wastewater Irrigation site is expected to be completed May 23<sup>rd</sup>

### EDUCATION

- Basic Emergency Management training for all staff was conducted March 22<sup>nd</sup>. All Bassano staff have passed this initial course.

### UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Regional Planning Retreat April 17-18



# TOWN OF BASSANO

## Cheque Listing For Council

R2018-03-26 #8.2

Page 1 of 2

2018-Mar-22  
3:23:33PM

### Cheque

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180208	2018-03-26	WEST, ZANA	REPL-20180207 REPL-20180207	Replacement Cheque Replacement Cheque	37.70	37.70
20180209	2018-03-26	ALBERTA MUNICIPAL CLERK ASSOC.	27	PAYMENT 2018 RENEW MEMBERSHIP	160.00	160.00
20180210	2018-03-26	ALBERTA MUNICIPAL SERVICES CORPORATION		PAYMENT		20,400.75
			7594	MECH BLDG AT POOL - GAS	54.25	
			7595	NEW ADMIN BLDG - GAS	195.43	
			7596	TOWN SHOP - GAS	474.70	
			7597	DROP IN CNTR - GAS	421.16	
			7598	JUF - ARENA - GAS	1,379.50	
			7599	REC COMPLEX - GAS	616.36	
			7600	ARENA - GAS	706.96	
			7601	COMMUNITY HALL - GAS	1,271.13	
			7602	PROTECTIVE SERV BLD - GAS	421.26	
			7603	BARRA - GAS	409.88	
			7604	NEW ADMIN BLDG - POWER	242.09	
			7605	POOL - POWER	112.77	
			7606	JUF - ARENA - POWER	591.21	
			7607	OUTDOOR SKATING RINK - POW	86.42	
			7608	REC COMPLEX - POWER	299.11	
			7609	ARENA COMPRESSOR - POWER	2,370.97	
			7610	WTP - POWER	2,337.53	
			7612	PW SHOP - POWER	294.89	
			7613	BARRA - POWER	197.43	
			7614	P.W./DROPIN CNTR - POWER	309.70	
			7615	CAMPGROUND - POWER	93.45	
			7616	LIBRARY - POWER	279.64	
			7617	ARENA - POWER	628.88	
			7618	GUN CLUB - POWER	95.29	
			7619	AIRPORT LIGHTS - POWER	93.87	
			7620	AIRPORT OFFICE - POWER	162.44	
			7621	SEWAGE STN - POWER	89.56	
			7622	GOLF COURSE IRRIGATION - PO	21.31	
			7623	GOLF COURSE CANAL PUMP - P	29.89	
			7624	TV TOWER - POWER	155.36	
			7625	COMMUNITY HALL - POWER	1,198.11	
			7626	PROTECTIVE SERVICES - POWE	270.41	
			7627	TOURIST SIGN - POWER	99.80	
			7628	TOURIST SIGN - POWER	107.88	
			7629	GOLF COURSE SHOP - POWER	103.33	
			7630	FORTIS LIGHTS - POWER	4,178.78	
20180211	2018-03-26	AWARE360 LTD.	6064	PAYMENT TELUS DATA SERVICE	126.00	126.00
20180212	2018-03-26	BASSANO & DIST. CENTENNIAL ARENA SOCIETY	31	PAYMENT FAMILY WEEK FREE SKATE	40.00	40.00
20180213	2018-03-26	BASSANO AUTOMOTIVE (1985) LTD.	20361 20377 20445 20578 20677	PAYMENT REPAIRS BOB CAT REPAIRS FOR HOTSY TRAILER REPAIRS FOR FORD 1/2 TON MIS AIR FITTINGS FOR 3TON SHOP SUPPLIES	160.40 45.15 218.73 5.80 20.24	450.32
20180214	2018-03-26	BASSANO CAR WASH 2015	1441	PAYMENT FIRE - VEHICLE WASH	26.25	26.25
20180215	2018-03-26	BRANDT TRACTOR	3-6-2018	PAYMENT R & M PARTS FOR 310SJ BACKH	283.75	283.75
20180216	2018-03-26	BREMAULT, PATRICIA	12	PAYMENT HELPING HANDS FEB - MARCH	65.00	65.00
20180217	2018-03-26	CANADIAN LINEN	6300557049 6300557049-1	PAYMENT FLOOR RUNNERS - OFFICE FLOOR RUNNERS - HALL	93.09 52.47	145.56



# TOWN OF BASSANO

Page 2 of 2

## Cheque Listing For Council

2018-Mar-22  
3:23:33PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20180218	2018-03-26	COCHRANE, CORY	79 80	PAYMENT FIRE MEETING - DINNER FIRE - MILAGE	39.85 55.08	94.93
20180219	2018-03-26	COUNTY OF NEWELL	5315	PAYMENT CELLULAR MODEM CHARGES	206.50	206.50
20180220	2018-03-26	FCM	INV08671N9W4	PAYMENT 2018 MEMBERSHIP	345.29	345.29
20180221	2018-03-26	MACWILLIAM, KATHYRN LYNN	23	PAYMENT LOCAL TO GLOBAL FORUM - LM	382.09	382.09
20180222	2018-03-26	MILBRADT, BEV	17	PAYMENT HELPING HANDS DEC - MAR	170.00	170.00
20180223	2018-03-26	MITCHELL CURTIS ENTERPRISES INC	735813	PAYMENT OFFICE/SHOP SUPPLIES	26.00	26.00
20180224	2018-03-26	MPE ENGINEERING LTD	11460070102 14460070019	PAYMENT SUBCONSULT WWT UPGRADE L WASTEWATER TREATMENT UPC	6,037.50 14,007.02	20,044.52
20180225	2018-03-26	NEWELL 911 REGIONAL DISPATCH ASSOC.	234	PAYMENT RADIO LICENSE FEE	680.00	680.00
20180226	2018-03-26	NEWELL REGIONAL SOLID WASTE MGMT AUTH	56	PAYMENT 2018 REQUISITION	49,795.74	49,795.74
20180227	2018-03-26	RECEIVER GENERAL FOR CANADA	20180024147	PAYMENT FIRE AND AIRPORT RADIO AUTH	229.00	229.00
20180228	2018-03-26	SCARLETT, TIFFANY	45 46 47	PAYMENT AFTER SCHOOL RESOURCES FEBRUARY TRAVEL EXP MARCH TRAVEL EXP	65.08 744.00 316.00	1,125.08
20180229	2018-03-26	SIEBEN HOLDINGS LTD.	163	PAYMENT THRIVE RENT - APRIL 2018	682.50	682.50
20180230	2018-03-26	SUPERIOR SAFETY CODES INC.	15755	PAYMENT JAN PERMIT ISSUED	1,397.81	1,397.81
20180231	2018-03-26	TAXervice	2333974 2334122-125	PAYMENT MARQUESS FINAL INVOICE LEGAL COSTS RECOVERED	536.55 283.50	820.05
20180232	2018-03-26	TELUS COMMUNICATIONS INC.	4751 4752 4753 4754 4755 4756 4757 4758 4759	PAYMENT OFFICE PHONE OFFICE FAX FIRE - DISPATCH FIRE - PHONE P.W. SHOP- PHONE OFFICE - INTERNET FIRE - FAX TRUCKFILL - PHONE HALL - PHONE	236.86 71.22 96.66 70.95 100.30 91.04 135.24 70.93 70.95	944.15
20180233	2018-03-26	VENO, DESIRAE	19	PAYMENT MARCH ECD COORDINATOR	735.00	735.00

**Total 99,413.99**

\*\*\* End of Report \*\*\*

Nikki Peltzer  
Box 60  
Rosemary, AB  
T0J 2W0

(403) 378-2360

Feb 16, 2018

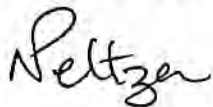
To whom this may concern:

I have examined the financial records, as presented, of the Town of Bassano Library Board for the year ended December 31, 2017.

I have found the records to be well maintained and in good order.

This review does not represent an official audit.

Thank you for the opportunity to help out your organization.



Nicola Peltzer  
Reviewer

3:20 PM  
04/02/18  
Accrual Basis

**Bassano Memorial Library**  
**Balance Sheet**  
As of ~~31 Dec~~ December 2017  
31 Dec 17

**ASSETS**

Current Assets

Chequing/Savings

1000 · ATB Financial - Chequing	63,416.26
1075 · Chinook Credit Union	1,904.65
1080 · Credit Union - Common Shares	6.04
1200 · ATB GIC # 0064	20,672.64
Total Chequing/Savings	<u>85,999.59</u>

Total Current Assets 85,999.59

Other Assets

1060 · Petty Cash	407.41
Total Other Assets	<u>407.41</u>

**TOTAL ASSETS** 86,407.00

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Other Current Liabilities

2200 · GST/HST Payable	(298.46)
2700 · CPP Payable	91.41
2710 · EI Payable	62.44
2720 · Federal Tax Payable	0.19

Total Other Current Liabilities (144.42)

Total Current Liabilities (144.42)

Total Liabilities (144.42)

Equity

3000 · Opening Bal Equity	29,656.00
3900 · Retained Earnings	53,618.00
Net Income	3,277.42
Total Equity	<u>86,551.42</u>

**TOTAL LIABILITIES & EQUITY** 86,407.00

3:22 PM  
04/02/18  
Accrual Basis

**Bassano Memorial Library**  
**Profit & Loss**  
**January through December 2017**  
Jan - Dec 17

**Income**

1085 · Dividend Income	0.24
4000 · Municipal Grants (Town of Bass)	8,935.22
4030 · County of Newell Grant	9,733.35
4050 · Government of AB Grant	16,650.00
4090 · Friends of Library Income	10,755.95
4100 · Interest Income	371.15
4150 · Donation	9,052.65
4200 · Book Sales	269.20
4210 · Fines	12.75
4220 · Printing/Photocopier/Fax	108.25
4300 · Memberships	1,759.48
4700 · Shortgrass - CAPP Grant	149.63
4850 · Book purchase re-imbursement	3,838.70

**Total Income** 61,636.57

**Expense**

5060 · Shortgrass - Telecommunications	99.20
5070 · Shortgrass - Membership Levy	6,256.16
5100 · Telephone	804.50
5150 · Bank Fees & Service Charges	24.45
5200 · Natural Gas	1,017.53
5250 · Book Purchases	5,833.72
5300 · Insurance	1,921.94
5320 · Power - Town of Bassano	3,065.75
5450 · Donations & Gifts	460.00
5550 · Association Membership	350.00
5600 · Salaries & Wages	26,281.97
5604 · Summer Reading Expense	310.25
5606 · Librarian Assistant	5,238.34
5610 · CPP Expense	1,371.95
5620 · EI Expense	797.36
5700 · Maintenance & Repairs	9.47
5750 · Supplies	569.22
5760 · Furniture & Equipment	229.99
5800 · WCB	200.00
5850 · Courses & Seminars	293.22
5900 · Advertising	217.14
6100 · Janitorial Expense	3,006.99

**Total Expense** 58,359.15

**Net Income** 3,277.42

3:28 PM  
04/02/18  
Accrual Basis

# Bassano Memorial Library

## Trial Balance

As of 31 December 2017

	Debit	Credit
1000 · ATB Financial - Chequing	63,416.26	
1050 · ATB Financial - Savings	0.00	
1075 · Chinook Credit Union	1,904.65	
1080 · Credit Union - Common Shares	6.04	
1100 · ATB GIC # 0062	0.00	
1150 · ATB GIC # 0063	0.00	
1200 · ATB GIC # 0064	20,672.64	
1060 · Petty Cash	407.41	
2000 · Accounts Payable	0.00	
2200 · GST/HST Payable	298.46	
2700 · CPP Payable		91.41
2710 · EI Payable		62.44
2720 · Federal Tax Payable		0.19
3000 · Opening Bal Equity		29,656.00
3900 · Retained Earnings		53,618.00
1085 · Dividend Income		0.24
4000 · Municipal Grants (Town of Bass)		8,935.22
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5700 · Maintenance & Repairs	9.47	

3:28 PM  
04/02/18  
Accrual Basis

**Bassano Memorial Library**  
**Trial Balance**

As of 31 December 2017  
31 Dec 17

	<u>Debit</u>	<u>Credit</u>
5750 - Supplies	569.22	
5760 - Furniture & Equipment	229.99	
5800 - WCB	200.00	
5850 - Courses & Seminars	293.22	
5900 - Advertising	217.14	
6100 - Janitorial Expense	3,006.99	
<b>TOTAL</b>	<u><u>145,064.61</u></u>	<u><u>145,064.61</u></u>

R2018-03-26

#91

Division 6 Recreation Board

County of Newell #4

Box 130, Brooks, AB. T1R 1B2

Town of Bassano

Box 299

Bassano, Alberta T0J 0B0

February 28, 2018

Dear Bassano Swimming Pool;

I regret to inform you that the Division 6 Recreation Board has declined your application for funding in the amount of \$14,463 for recreation complex lighting at this time.

Sincerely,

Kim Douglass

Secretary

Division 6 Recreation Board

To the members of Bassano Town Council:

With great regret and concern I feel I must express my feelings on the decision to welcome the establishment of a Marijuana (ecuse spelling) processing plant in our town.

This has left me feeling so sick at heart it will take a long time to really sort out my feelings. But I will try to ask a few coherent questions I can manage it.

First and foremost how do we ever explain such a decision to our children? How can they ever look at us with a shred of respect after a ~~red~~ cut like that?

Do you feel good about your decision?

I imagine this industry will provide some extra employment in town. I sure hope these employees are able to sleep well after a day spent contributing to such a good cause. Just think when we see them picking them up off the streets with phentanol overdoses that we helped provide their training wheels.

I don't really think my opinion counts for much but I just want to say I'd rather walk on streets paved with mud than marijuana and from now on I will do all I can to avoid telling anyone where I am from. It's just rather not 'somehow'...

Yours Truly  
Elva Langland.

R2018-03-26 #9.3



ALBERTA  
COMMUNITY AND SOCIAL SERVICES

*Office of the Minister*

March 19, 2018

As Minister of Community and Social Services I want to thank you for taking the time to write me regarding the important work of Early Childhood Coalitions. I've had the opportunity to meet with many Coalition members throughout the province and I know that you make a positive impact in the lives of many young children and families across Alberta.

Our government recognizes the leadership role that you play in building awareness of the importance of the early years and improving outcomes for children and families across our province. We are committed to supporting early childhood development and I am pleased to inform you that we will be extending your grants to March 31, 2019. We are proud to provide stable funding to ensure that you can continue the meaningful work that contributes to making life better for all Albertans.

I also want you to know that the administration of this funding will be moving to Children's Services to better align with the early childhood development work they do. Additional information regarding your grant funding will be provided next week. If you have any questions, do not hesitate to contact program staff.

Thank you for your commitment to the early childhood development in Alberta and your efforts to improve outcomes and opportunities for children.

Sincerely,



Irfan Sabir  
Minister