



COUNCIL AGENDA

Meeting: June 10, 2024 6:30 p.m. – 9:00 p.m.

Location: <https://call.lifesizecloud.com/17945621> (virtual option only)

1. CALL TO ORDER

2. EXCUSED FROM MEETING

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

4.1 May 13, 2024 Regular Meeting

5. DELEGATIONS

5.1 None

6. UNFINISHED BUSINESS

- 6.1 BUILD Bassano – 2024 Development Projects
- 6.2 2024 Fire Services Protection Agreement – Proposed
- 6.3 Land Use Bylaw Amendment 940/24 - Proposed

7. NEW BUSINESS

7.1 2024 Tax Recovery & Auction Date

8. BOARD & COMMITTEE REPORTS

- 8.1 Mayor I. Morey
- 8.2 Deputy Mayor Slomp
 - Newell Housing Foundation – May 7, 2024
 - Newell Regional Solid Waste – May 23, 2024
- 8.3 Councillor K. Jones
- 8.4 Councillor M. Wetzstein
- 8.5 Councillor S. Miller

9. CAO REPORT

- 9.1 CAO Operations Report
- 9.2 Financial Statement – none
- 9.3 Cheque listing - none
- 9.4 FCSS Report for the period ending May 31, 2024
- 9.5 Recreation & Community Services Liaison Report – none

- 9.6 CPO Report for the periods ending May 31, 2024
- 9.7 RCMP Report – none

10. CORRESPONDENCE

- 10.1 PACE Canada LP – May 15, 2024 Community Presentation
- 10.2 Joint Shared Services Meeting Notes – May 14, 2024
- 10.3 ABMunis – Policy Advocacy to Premier Smith dated May 13, 2024
- 10.4 ORRSC Executive Minutes – April 11, 2024
- 10.5 Alberta Municipal Affairs – 2024 LGFF Funding Letter
- 10.6 Newell Housing Foundation Minutes – May 7, 2024

11. CLOSED SESSION

- 11.1 FOIP (19) 25(1)(c) – Land

12. ROUND TABLE

13. ADJOURNMENT



**MINUTES OF THE REGULAR MEETING OF THE TOWN OF BASSANO
HELD IN PERSON ON MAY 13, 2024 IN THE VIRTUAL COUNCIL CHAMBERS.**

ELECTED OFFICIALS

MAYOR Irvin Morey
DEPUTY MAYOR John Slomp
COUNCILLORS Kevin Jones
Sydney Miller
Mike Wetzstein

STAFF Amanda Davis, Chief Administrative Officer

DELEGATES/PUBLIC Sandra Stanway, Brooks Bulletin
Jan Armstrong, BARRA
Tom McPhail
Roger Newman
Rick and Tammy Doherty

1. CALL TO ORDER

Mayor Morey called the meeting to order at 7:47 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

TOB66/24 Moved by **COUNCILLOR WETZSTEIN** that the agenda is approved as presented.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the regular meeting of April 8, 2024

TOB67/24 Moved by **DEPUTY MAYOR SLOMP** that the April 8, 2024 minutes are approved as presented.

CARRIED

4.1 Adoption of minutes from the special meeting of April 24, 2024

TOB68/24 Moved by **COUNCILLOR MILLER** that the April 24, 2024 minutes are approved as presented.

CARRIED

Mayor CAO
06/10/24 06/10/24

5. DELEGATIONS

5.1 Jan Armstrong, BARRA

Armstrong entered the meeting at 7:56 p.m.

Armstrong provided an update on BARRA operations and the transition of capital assets to the Town. A Q&A session ensued.

Armstrong departed the meeting at 8:02 p.m.

6. UNFINISHED BUSINESS

6.1 BUILD Bassano – 2024 Development Projects

An updated of the BUILD Bassano – 2024 Development Projects was provided.

6.2 2024 Tax Rate Bylaw 939/24 – Proposed

- TOB69/24** Moved by **COUNCILLOR WETZSTEIN** that council gives first reading to Tax Rate Bylaw 939/24 as presented. **CARRIED**
- TOB70/24** Moved by **COUNCILLOR MILLER** that council gives second reading to Tax Rate Bylaw 939/24. **CARRIED**
- TOB71/24** Moved by **COUNCILLOR JONES** that council has third reading of Tax Rate Bylaw 939/24. **CARRIED UNANIMOUSLY**
- TOB72/24** Moved by **COUNCILLOR WETZSTEIN** that council gives third and final reading to Tax Rate Bylaw 939/24. **CARRIED**
- TOB73/24** Moved by **DEPUTY MAYOR SLOMP** that motion TOB57/24 is hereby rescinded. **CARRIED**
- TOB74/24** Moved by **COUNCILLOR WETZSTEIN** that in accordance with P-TOB66-005-23 Commercial Development Incentive Policy, council authorizes a municipal tax credit on Plan 151 1466; Block 1; Lot 2 (1002 – 2nd Avenue) as it pertains to development permit TOB-D-16-23. The combined assessment (land and buildings) for the 2023 assessment year is 540,000. The tax credit applied based on the non-residential mill rate for the 2024 tax year totals \$8,683. **CARRIED**

7. NEW BUSINESS

7.1 JUF - Commercial Kitchen Contract Proposal

8. BOARD AND COMMITTEE REPORTS

8.1 – 8.6 Written board and committee reports were presented and discussed.

TOB75/24 Moved by **COUNCILLOR MILLER** to accept the Board and Committee reports as attached to and forming parts of these minutes.

CARRIED

9. CAO REPORTS

9.1 Operations Report

A written CAO report was provided for the period ending April 30, 2024.

TOB76/24 Moved by **DEPUTY MAYOR SLOMP** that Donovan Kopp, Jenna Presley, Josh Fitzgerald, Rebecca Andrew, Brady Anderson, Will Schaap, and Todd Green be appointed, under Section 7 of the Weed Control Act of Alberta as Weed Inspectors within the Town of Bassano for the 2024 weed control season or until such time that their employment with the County of Newell ceases.

CARRIED

9.2 Financial Statements

A financial statement for the months ending March 31 and April 30, 2024 was presented.

9.3 Cheque Listings

A cheque listing for the months ending March 31 and April 30, 2024 was presented.

9.4 FCSS Report

An FCSS Director's report for the month ending April 30, 2024 was presented.

9.5 Recreation & Community Services Liaison Report

A Recreation and Community Services Liaison report for the month ending April 30, 2024 was presented.

9.6 CPO Report

A CPO Report for the period ending April 30, 2024 was presented.

9.7 RCMP Report

An RCMP Report for Q4 2023 and 2024/25 Policing Priorities

TOB77/24 Moved by **COUNCILLOR JONES** that the Town of Bassano requests that local RCMP Policing Priorities for the 2024-2025 period remain unchanged with community engagement through enhanced awareness and education; enhanced road safety through traffic engagement; and crime reduction.

CARRIED

TOB78/24 Moved by **COUNCILLOR WETZSTEIN** that the CAO report for the period ending April 30, 2024 is approved as presented and discussed as attached to and forming parts of these minutes.

CARRIED

10. CORRESPONDENCE

10.1 The Brooks and District Seniors Outreach Society sought a door prize donation for the Seniors' Week Luncheon to be held on June 3, 2024.

10.2 The BARRA AGM minutes of April 10, 2024 were reviewed.

10.3 Public engagement forum information was provided for the proposed solar farm with PACE Canada LP.

10.4 Joint Shared Services meeting notes of April 9, 2024 were reviewed.

10.5 BMO Nesbitt Burns provided an updated on portfolio holdings.

10.6 A proclamation for Seniors Week 2024 was sought.

TOB79/24 Moved by **COUNCILLOR MILLER** that the council proclaims June 3-9, 2024 as Seniors' Week in Bassano.

CARRIED

10.7 Oldman River Regional Services Commission (ORRSC) executive minutes of March 14, 2024 were reviewed.

10.8 The Bassano Rodeo Committee sought permission to host the annual Pro Rodeo and Beer Gardens on June 21-23, 2024.

TOB80/24 Moved by **COUNCILLOR JONES** that the Town authorizes the Bassano Rodeo Committee to use public lands on June 21-23, 2024 to host a Professional Rodeo and Beer Gardens with the following conditions.

1. That liability insurance is obtained where applicable for the event.
2. That a designated area is established if a beer garden is to operate with proper security.
3. That no outdoor fires are permitted on public lands.
4. That the users are responsible for cleaning up the grounds after use.

CARRIED

10.9 A thank you letter was received from STARS for the Town of Bassano's 2024 contribution.

- 10.10** Notification that the Bassano Memorial Library will host the second annual Dam Disc Golf Tournament on June 8, 2024.
- 10.11** FORTIS Alberta provided updates related to Bill 19.
- 10.12** The Canadian Fallen Heros Foundation identified fallen airmen and women from Bassano and invited the town to participate in their recognition.
- 10.13** A copy of the 2023/24 Police Funding Model Requisition was reviewed.
- 10.14** The Spring 2024 ORRSC Periodical was reviewed.
- 10.15** An invitation to participate in the 2024 Hussar Summer Daze parade was presented.
- 10.16** The Village of Duchess distributed a letter pertaining to Grasslands FCSS and Joint Shared Services' involvement dated April 24, 2024.
- 10.17** Newell Housing Foundation minutes of April 2, 2024 were reviewed.

TOB81/24 Moved by **COUNCILLOR WETZSTEIN** to accept the correspondence and to file the items as information.

CARRIED

11. CLOSED SESSION

None

12. ROUND TABLE

A round table discussion was held.

TOB82/24 Moved by **COUNCILLOR MILLER** that Mayor Morey and Councillor Wetzstein are appointed as Bassano representatives to the IDP/ICF review committee.

CARRIED

13. ADJOURNMENT

TOB83/24 Moved by **MAYOR MOREY** for adjournment of the regular council meeting of May 13, 2024 at 8:32 p.m.

CARRIED

Mayor

Chief Administrative Officer



OPEN DISCUSSION

Meeting: June 10, 2024

Agenda Item: 6.1

SUBJECT: BUILD Bassano – 2024 Development Projects

BACKGROUND

Several actions have taken place as directed by council regarding the BUILD Bassano – 2024 Development Project since the May 13, 2024 meeting. None of the items in this report are actionable but have been provided as a progress update.

PART I – Demolition and Site Remediation of 822 – 5A Avenue

1. No change.

PART 2 – 5A Avenue Triangle

1. A Land Use Bylaw amendment is included as business item 6.3 to rezone the lots as follows:
 - a. Not developable area = Parks (PR)
 - b. Lots 1-3 = Residential (R1)
 - c. Lots 4 = Medium Density Residential (R2)



PART III – Large Lot Subdivision (South of Tracks)

1. In consultation with MPE and their 3rd party consultant it was determined that there is no added value to the town competing a septic feasibility study in this area as each property will

require its own study. It was thought that providing a feasibility study for the entire area would simplify future development but that is not the case.

2. There is a low-lying area within the NE corner of the development that does present as a wet area. Bear Tracks Environmental was hired to complete a field assessment and report to verify if any additional environmental management is necessary as part of the project.
3. We have a cost estimate planning meeting scheduled for June 7, 2024 with MPE resulting from survey and environmental data.



PART IV – Airport Subdivision

1. No change.

ALIGNMENT TO STRATEGIC PLAN

G2

Prepared by: Amanda Davis, CAO

Attachments:

1. None



REQUEST FOR DECISION

Meeting: June 10, 2024

Agenda Item: 6.2

SUBJECT: 2024 Fire Protection Services Agreement - Proposed

BACKGROUND

The ICF/IDP committee members met on May 30, 2024 to discuss/review a new Fire Protection Services Agreement. Independently, the councils were in favor of negotiating updated terms with the intention of advancing towards a unified structure for fire services. The committee recommends approval of the attached agreement to respective councils.

SUMMARY OF TERMS

Decades of work and a solid understanding of governance with a focused commitment on collaboration has landed the Town of Bassano and the County of Newell in this unique position to formalize the start of a unified regional fire service. This is unique because it is evidence backed, and there is a genuine willingness from the elected officials, administrations, and the paid/volunteer fire services leadership to create a unified fire service.

Fast facts of the proposed Fire Services Protection Agreement are outlined below.

FAST FACTS

1. The Agreement is founded on mutual respect for the partners to collaborate where it is sensible to enhance simplified governance, to gain operational efficiencies, and to improve service delivery.
2. The Agreement signals the County and the Town's commitment to refrain from entering complex and burdensome agreements but rather champions positive relationship development built on a foundation of trust that models the way for all stakeholder relationships, and future collaborations of mutual benefit.
3. The Agreement established fire services as an operational department of the County rather than being governed by a committee.
4. The Agreement shows its respect to the volunteer fire services that is deeply rooted in Bassano by maintaining the name and crest of the Bassano Fire Department.

5. The Agreement transfers 100% operational control of the Bassano Fire Department from the Town to the County of Newell in an effort to guide a unified fire service.
6. The Agreement shows that with 100% operational control of the Bassano Fire Department, the County takes on 100% of the funding requirements. All intown billing for fire services will be completed and remitted back 100% to the County. The Town will continue to support fundraising efforts to support the ongoing operation of regional fire services and ensure municipal assets like fire hydrants remain compatible with new/expanding fire apparatus.
7. A schedule will be included that outlines all assets being transferred from the Town to the County.
8. The Agreement is a milestone to be celebrated jointly. The entire process is to gain efficiencies, remove unnecessary complexities and barriers, to serve the best interests of the public and to protect the volunteer fire personnel.

CURRENT ACTIONS

Several actions have been taken to prepare for the transition of the Bassano Fire Services to the County with the understanding that a new Fire Services Protection Agreement will be reached.

1. Finalizing the purchase of 317 – 11th Street.
 - a. Terms were agreed upon for the purchase of the above property with the seller. Building and land inspections are underway.
 - b. Leadership has engaged all Bassano Fire Service personnel to prepare them for the transition.
 - c. Preparing an inventory of the fire assets to be transferred.
 - d. Preparing all accounting, payroll, and HR files to be transferred to the County.
 - e. Initiate rezoning of the property to Institutional from Industrial

NEXT STEPS

1. Once a new Fire Protection Services Agreement is executed by the municipal councils, the administrations will complete a review of existing bylaws and supporting agreements to ensure any terms reflect the updated operating structure.
2. Complete the transition of the fire services and establish any new operating protocols.
3. Update all accounting and records management.

4. Prepare a ribbon cutting ceremony and public release that includes the councils, administrations, fire services personnel, the seller of 317 – 11 Street, with an invitation to the public, media, and MLA/MP.

OPTIONS

#1 – that the Town of Bassano accepts the recommendation from the Intermunicipal Collaboration Framework/Intermunicipal Municipal Development Plan Committee and approves the 2024 Fire Protection Services Agreement as presented. The agreement shall come into effect on October 1, 2024 with all payroll administration managed by the town for the remainder of the year, transitioning to the county for January 1, 2025.

#2 – that the Town of Bassano declines the recommendation from the Intermunicipal Collaboration Framework/Intermunicipal Municipal Development Plan Committee and proposes amendments to the 2024 Fire Protection Services Agreement (define amendments).

#3 – that the Town of Bassano declines the recommendation from the Intermunicipal Collaboration Framework/Intermunicipal Municipal Development Plan Committee to approve the 2024 Fire Protection Services Agreement thereby cancelling all actions taken by partners thus far.

CAO COMMENTS

Reaching a common agreement and completing the above actions will enable the partners to assess efficiencies within other areas of the ICF.

RECOMMENDATION

#1 – that the Town of Bassano accepts the recommendation from the Intermunicipal Collaboration Framework/Intermunicipal Municipal Development Plan Committee and approves the 2024 Fire Protection Services Agreement as presented. The agreement shall come into effect on October 1, 2024 with all payroll administration managed by the town for the remainder of the year, transitioning to the county for January 1, 2025.

Attachments:

1. 2024 Fire Protection Services Agreement – Proposed
2. May 30, 2024 ICF/IDP Minutes
3. Town/County ICF Agreement 2019 - Current
4. 2016 Fire Protection Agreement – Current

Prepared by: Amanda Davis, CAO & Matt Fenske, CAO County of Newell

Fire Protection Services Agreement

between

Town of Bassano
Box 299
Bassano, Alberta T0J 0B0
hereby referred to as “The Town”)

and

County of Newell
Box 130
Brooks, Alberta T1R 1B2
(hereby referred to as “The County”)

WHEREAS the County and the Town are municipal corporations pursuant to the *Municipal Government Act* (Alberta);

WHEREAS the *Municipal Government Act* permits a municipality to enter into arrangements with other municipalities for the performance of any matter or thing adjudged to be of benefit to the municipality;

WHEREAS the County and the Town respect the strengths of each municipality’s service capacity and have built a reputation of collaboration;

WHEREAS the County and the Town choose to collaborate where it is sensible to enhance simplified governance, to gain operational efficiencies, and to improve service delivery;

WHEREAS the County and the Town acknowledge that collaboration, dependability, and trust take time;

WHEREAS the County and the Town refrain from entering complex and burdensome agreements but rather champion positive relationship development built on a foundation of trust that models the way for all stakeholder relationships, and future collaborations of mutual benefit;

WHEREAS as a commitment to the continuation of collaborative partnerships, and with the support of volunteer fire services leadership, the Town wishes to transfer, and the County wishes to assume, governance and operational control of the Bassano Fire Department to bring a unified structure to the provision of fire protection services in the region;

WHEREAS the name of the Bassano Fire Department remains unchanged out of respect of the volunteer fire service personnel;

WHEREAS the Town wishes to contract the County to provide certain urban fire protection services related to fire suppression and emergency response services for persons and property within the Town;

AND WHEREAS the County is willing to provide for fire protection services requested by the Town, specifically fire suppression and emergency response services for persons and property within the Town of Bassano;

NOW, THEREFORE this agreement witnesseth that in consideration of the terms and conditions herein contained the parties agree hereto as follows:

TRANSFER OF TOWN FIRE ASSETS AND EQUIPMENT:

1. The Town agrees to transfer the fire assets and equipment it owns, excluding the Bassano Fire Hall, to the County as of the date this agreement comes into effect.
2. Prior to transfer, both parties shall conduct an inventory and inspection of the assets and equipment to ensure accuracy and ascertain their condition. **This inventory will be attached as "Schedule A" and become part of the agreement.**
3. In consideration of the transfer of fire assets and equipment the County agrees to pay the Town one dollar (\$1.00) as nominal consideration. Both parties agree that the nominal consideration specified herein is sufficient to support the transfer of assets and equipment as contemplated by this agreement.

GOVERNANCE AND ACCOUNTABILITY:

4. The County shall provide fire suppression and emergency response services to persons and property within the Town of Bassano.
5. The County shall be liable for all expenses related to fire and emergency response services including but not limited to employing the Fire Chief, Deputy Fire Chief, Volunteer Firefighters at all times, office supplies, equipment, training and education, uniforms, travel, employee salaries, benefits and disciplinary proceedings.
6. Any issues or concerns which may arise surrounding service levels and/or personnel issues are to be directed to the Chief Administrative Officer, or their designate, of the County.
7. The Regional Fire Chief of the County, or their designate, shall provide an annual report pertaining to all fire suppression and emergency response services supplied by the County to the Town. This report shall include the number of emergency responses and all fire prevention/training initiatives conducted by the Bassano Fire Department.

COST SHARING:

8. The Town agrees that all billing for fire suppression and emergency response services will be billed and collected by the County of Newell to offset the operating expenditures of the Bassano Fire Department. Apparatus and equipment will be charged out at the Alberta Transportation Rate (TABLE 1: "Rates of Reimbursement for Fire Department Units Responding within a Highway Right of Way") as designated in the County's Schedule of Fees bylaw.

SCOPE OF SERVICE AND FEES APPLIED:

9. All property owners within the Town of Bassano shall be entitled to fire protection.
10. Working together with the head of the County's Fire and Emergency Services function, the Newell Region Fire Chiefs will be requested to prepare and encourage Department

members to participate in achieving standards for training and performance measures that reflect a qualified and committed community-based volunteer service.

11. In an effort to ensure that each Fire Department in the County has access to an appropriate line of equipment and or backup resources required to adequately manage potential fire threats, the Newell Region Fire Chiefs working together with the County's Head of Fire and Emergency Services, will prepare recommendations for the optimal combination and deployment of wheeled apparatus across all Fire Departments during the life cycle which industry has established for the equipment in question.
12. Working together with the Head of the County's Fire and Emergency Services function, the Newell Region Fire Chiefs will develop formal written protocols that will be applied and followed in the event of emergency incidents. Such protocols to address when automatic back up responses will occur, incident command during multi department responses, and other operational matters that pertain to or may impact the services provided.
13. Fire calls that are responded to outside the County of Newell boundaries shall be carried out in accordance with approved mutual aid agreements.

INDEMNIFICATION:

14. The County agrees to indemnify and hold harmless the Town, their agents, servants, officers, employees or elected officials with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against the County, their agents, officers, employees or elected officials by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Rural Fire Protection Services pursuant to this agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by the Town, their agents, officers, employees or elected officials.
15. The Town agrees to indemnify and hold harmless the County, their agents, servants, officers, employees or elected officials with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against the (Town or Village), their agents, officers, employees or elected officials by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Urban Fire Protection Services pursuant to this agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by the County, their agents, officers, employees or elected officials.

AMENDMENT/TERMINATION:

16. This Agreement may be amended solely by written agreement of both parties.
17. Notification by either party to cancel this agreement must be submitted to the other party a minimum of three hundred and sixty-five (365) days in advance of the cancellation date when mutually agreed amendments cannot be secured.

ENACTMENT:

18. This agreement shall come into effect on July 2024.

Signed and sealed by the County of Newell, and the Town of Bassano, this _____ day of _____, 2024.

County of Newell

Reeve

Chief Administrative Officer

Town of Bassano

Mayor

Chief Administrative Officer



ICF/IDP Committee Minutes

May 30, 2024 at 7:00 p.m.

Location: Virtual Meeting

<https://call.lifesizecloud.com/21542063>



MEMBERS PRESENT: A. Doerksen, Reeve, County of Newell
K. Christman, Councillor, County of Newell
I. Morey, Mayor, Town of Bassano
M. Wetzstein, Councillor, Town of Bassano

STAFF: A. Davis, Chief Administrative Officer, Town of Bassano
M. Fenske, Chief Administrative Officer, County of Newell

1. CALL TO ORDER

Reeve A. Doerksen called the meeting to order at 7:08 p.m.

2. EXCUSED FROM MEETING

All members were in attendance at this meeting.

3. NEW BUSINESS

3.1 2024 Fire Protection Services Agreement – Proposed

CAO Fenske provided background information on this item and proposed listing the fire assets and equipment being transferred from the Town to the County as "Schedule A" in the agreement. Committee members indicated they have reviewed and support the proposed Fire Protection Services Agreement.

MOVED BY MEMBER MIKE WETZSTEIN that the Intermunicipal Collaboration Framework/Intermunicipal Development Plan Committee recommends approval of the 2024 Fire Protection Services Agreement to individual councils as amended.

MOTION CARRIED UNANIMOUSLY

CAO Fenske indicated that the recommendation of the committee would be presented to County of Newell Council at their June 20, 2024, meeting. CAO Davis indicated that the recommendation of the committee would be presented to Town of Bassano Council at their June 10, 2024, meeting.

4. ADJOURNMENT

Reeve A. Doerksen adjourned the meeting at 7:25 p.m.

INTERMUNICIPAL COLLABORATION FRAMEWORK AGREEMENT

With municipal partners - the County of Newell & the Town of Bassano

“Moving Forward in providing services and opportunities for the future”

FORWARD

The County of Newell and the Town of Bassano share a common history. Both have worked very well together to provide services for their respective ratepayers and the region. Most people understand that increasing the level of collaboration to do things more efficiently brings better service levels to their municipality. Sharing services, improving or expanding on service delivery always improves the quality of life for residents & visitors. In efforts to continually improve on service delivery and work together better in the future while respecting the uniqueness and individual characteristics that is evident for both municipalities in providing services to their ratepayers, the Councils for the Town of Bassano and the County of Newell hereby adopt this Intermunicipal Collaboration Framework Agreement.

The purpose of this agreement is to identify matters of shared interest and come to a consensus of how future service levels will be delivered and funded. Both municipalities are committed to identify current and future issues where mutual benefits may be realized through more formalized and rigorous processes and cooperation. Examples are evident in servicing areas such as fire, recreation, airport operations, economic development and tourism in helping the region be attractive for people to visit, live, work and play.

As the Provincial Government seeks to encourage regional thinking, the Town of Bassano and the County of Newell are well placed to lead proactively through the creation of this Intermunicipal Collaboration Framework Agreement.

Goals of the Intermunicipal Collaboration Framework Agreement

The Intermunicipal Collaboration Framework has four main purposes:

1. To meet the requirements of provincial legislation.
2. To promote the principles of collaboration between neighboring municipalities with a common border.
3. To ensure municipalities consult and communicate on intermunicipal matters.
4. To clearly lay out a process that enables the partners to this agreement to review service levels and decide if the service would benefit from being regionally operated & funded.
5. To consider appropriate fair funding mechanisms and deal with differences which may occur from time to time.

The ICF Agreement between the County of Newell and the Town of Bassano will:

Sharing the vision and recognizing respective priorities is key while assisting each in providing effective and efficient service levels to their ratepayers: Where feasible and practical – each municipality will work together to assess how commonly utilized services will be provided and funded for the benefit of ratepayers.

Strengthening the region while maintaining local autonomy: Each Council maintains the right to make individual decisions for their ratepayers, but each agree that they will always consider a regional perspective in the decision-making process.

Promote networks and linkages: Developing positive joint approaches where practical to create efficiencies by sharing opportunities, connections, goals, knowledge and experience to promote the greater good between all municipalities.

Embrace differences in respective municipalities: The distinct characteristics of the individual municipalities provide choice and diversity.

Cooperation not Competition: Although each municipality is responsible to its citizens, there is recognition that the citizens and businesses of the region share similar needs and interests.

Foster an environment of openness and trust: Cooperation and collaboration requires communication, effort and cohesion that will in turn result in higher standards of service delivery.

Commitment to Consultation & Cooperation – Consultation Protocol:

The fundamental basis of this agreement is communication and consultation and as such both municipalities agree to consult on projects which have neighboring impact. By recognizing the requirement to consult, each municipality will include the other in their project circulations and all agree to meet and work through matters as they arise. If administrative issues arise, they will be handled through the regular meetings held by the CAO's. If political issues arise the matters will be addressed through the local IDP Committee. The purpose of this regular consultation protocol is to ensure that the municipalities leverage opportunities and develop common solutions to any challenges that affect the region.

It is understood that this agreement will encourage communication at all levels of the organization to ensure opportunities are recognized, information is passed through the respective organization and decision makers are informed, not just about their own municipality but about neighboring issues and concerns. Cooperation, collaboration and commitment to consult are not meant to constrain or restrict the authority or the ability of individual Councils or to homogenize the unique culture and identity of each municipality. It is likely that there will be instances of differences in values, goals, beliefs, perspectives and decisions which are not common to the municipalities. In these instances, where differences remain, the commitment to communicate will enable the communities to develop proactive and positive solutions to issues that may arise.

Roles in Managing the Intermunicipal Collaboration Framework Agreement:

The Role of the Councils:

Each Council retains the ability and responsibility to make decisions on behalf of their residents. As the public is at the center of any governance initiative their voice needs to be taken in to account to insure the impacts of services and actions taken in the region have the desired results and support the sustainability of the region. By signing onto the agreement each Council affirms the commitment to increased cooperation at the council and administration levels.

This agreement signals a shift towards maximizing regional benefit through collaborative decision making. Each Council member will demonstrate leadership to act strategically as they formulate plans for each of their organizations which will bring value to the citizens of both communities.

The Role of the CAOs and Administration:

The CAOs have been identified as the principals responsible for maintaining the agreement, its delivery and dealing with intermunicipal operations that surface from time to time during the term of this agreement. Future decisions and recommendations for operations that will benefit the region will be routed through the IDP Committee for recommendations to each respective council as required. The CAO's will foster increased communication and will act as conduits for facilitating the sharing of information, identifying opportunities and prioritizing municipal actions.

The Role of Staff:

Staff at all levels will be responsible to ensure the principles of the agreement are carried out operationally. This means that staff will work cooperatively with their municipal counterparts to address issues that arise within the scope of their authority and mandate. Staff will also bring to the attention of their respective CAO any issues that arise which require their attention with respect to meeting the commitment and intent of this agreement. Disputes among staff or municipal contractors between the municipalities will be dealt with by the CAOs.

The Framework Protocols

Development of an Intermunicipal Communication Protocol:

The success of this agreement will depend upon respectful dialogue between the municipalities and a shared commitment to ensure that information is handled in a transparent and honest manner. To foster the longevity and durability of this agreement both municipalities should jointly develop and abide by the principles of a communication protocol which should include the following principles:

1. The protocol should recognize that cooperative communication is the key to a successful relationship. At all times and through all levels of each organization the following principles should apply:
 - a. Seek to understand
 - b. Avoid personal attacks either privately or publicly
 - c. Asking for clarification on policies adopted by the other municipality to ensure understanding

- d. Address issues as being of a joint nature meant to be resolved together
 - e. Seek to maximize the benefits for each party
2. The Protocol should seek to ingrain collaboration and cooperation in each municipal organization
 - a. The organizations agree to ensure proper training takes place on intermunicipal collaboration following a municipal election
 - b. The organizations agree to provide additional training as required following any change in elected officials or senior administration
 3. The protocol should ensure that each municipality provides to the other information pertaining to:
 - a. Major capital projects which may impact the other municipality
 - b. Lobby efforts to higher levels of government with respect to issues which may impact regional services
 - c. Adopted strategic plans
 - d. Funding, aid or support to other organizations within the other municipality when requested
 - e. Ceremonies, celebrations, events of regional impact
 - f. Promotion of collaborative successes

Conflict Resolution:

The municipalities recognized that the development of this agreement is the start – not the end of the process. Recognizing that not all issues may be agreed upon, the municipalities recognize the need to establish a conflict resolution process based upon the following principles:

1. At the earliest opportunity and at the point closest to where the issues originate, the Chief Administrative Officers will seek to address matters of conflict.
2. If such problems are not addressed to the satisfaction of a respective municipality, the issue shall be given to the IDP Committee to render a decision on the matter at hand. If the issue has budget implications, it must go through each municipal budget process for final approval.
3. All matters of conflict should be sought to be resolved swiftly, inexpensively and in an uncomplicated way.
4. All matters of conflict should be resolved using a clear procedural pathway.
5. At all times maintain the essence of collaboration even though conflicts may exist on some issues.

Process:

If a municipality believes an obligation under the agreement has been breached the matter should be immediately brought to the attention of their CAO. The CAO will investigate and if it appears as if a 'breach' of the agreement has occurred the matter will be immediately brought to the attention of the other affected municipality CAO. Once that has occurred, an effort to resolve the matter through informal problem-solving discussions is to be initiated.

If differences occur outside of an outright 'breach' of an agreement, which may include differing expectations on a joint service delivery, the CAO's agree to bring the matter up for an informal discussion as soon as reasonably possible. If this does not resolve the issue, the matter will be forwarded to the IDP Committee to negotiate an effective solution. Disputes or disagreements between individual municipalities will be dealt with by holding a full Council to Council meeting where all decisions can be reached by consensus. If that is not successful, a mediated process will be initiated using the services of a jointly agreed upon mediator with costs shared equally between municipalities. The mediator will be solely responsible for the governance of the mediation process.

If the process cannot be resolved through mediation the municipalities will select an arbitrator, sharing all costs in doing so, and will have the matter resolved through the process defined by Section 708.35 of the Municipal Government Act. The arbitrator is governed by the principles of natural justice and fairness.

Inventory of Municipality Services

The chart shown on the following page illustrates an inventory of municipal services available to ratepayers in each municipality. The inventory is a consideration of who provides a service, who has funded a service and where such services exist within the boundaries of a municipality. The services listed below are a representation of key services, but it is not an exhaustive list of all services provided by each municipality.

ICF Agreement – Statutory Provisions:

Amendments to the Municipal Government have revised the purpose of municipalities. The Act now requires municipalities to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services. The act requires municipalities with common borders to develop an Intermunicipal Collaborative Framework Agreement. This agreement must address services related to transportation, water, wastewater, solid waste, emergency services and recreation. The discussion on the aforementioned topics is prescribed by the act, however the outcomes are not, and this agreement takes that to the next level in regional coordination and cooperation.

Inventory of Services

Town of Bassano = B & County of Newell = N

Type of Service	Mun	Inter Mun.	Third Party	Type of Service	Mun	Inter Mun.	Third Party
Transportation				Water			
Road Grading & Graveling	N B		B N	Water Treatment		N B	
Road Calcium	N		B N	Water Distribution	N B	N	N
Gravel Crushing			N	Service Installs			N B
Road Construction			B N	Meter Reading	N B		
Culvert Installation			B N	Utility Billing	N B		
Bridge Maintenance	N		N	Truck Fill Station		N B	
Drainage Maintenance	B N		B N	Waste Water			
Snow Plowing	B N		N	Certified Operators		N B	B
Shop - Vehicle. Maint.	B N		B N	WW Collection System	N B	N	N
Surveying	N		B N	Lagoons	B	N	N
Sign Installation & Maint.	B N		N	Irrigation of Effluent		N	
Paved Road Repairs	N		B N	Installation of Utilities	B		N B
Rural Addressing Signs	N		N	Recycling & Waste Man.			
Airport Operation	B N	B N		Landfill		N B	
Recreation				Collection		B	N
Skating Rinks	B	B N	B N	Recycling		N B	
Curling Rinks	B	B N	B N	Ag Services & Parks			
Shooting Ranges/Gun Club	B		B N	Tree Planting	N B		
Riding Arenas			N	Tree Spraying	N B		B
Outdoor Rodeo Grounds	B N		B N	Tree Pruning	N B		B
Baseball Diamonds	B N	B N	B	Mowing	N B		
Golf Courses	B	B N	B N	Weed Identification	N	B	
Indoor Athletic Fields		N		Weed Act Enforcement	N	B	
Swimming Pools	B	B N		Weed Spraying	N	B	
Outdoor Soccer Fields	B	N	B	Raw Water Irrigation			N
Tennis Courts	B	N	N	Cemetery Maintenance	B		N
Senior Centres	B	B N	B N	Pest Control	N B		N
Motocross Track			N	Park Maintenance	N B		
Bowling Alleys	B	B	B N	Sprinkler Installation	N B		
Water Park		N		Equip. Maintenance	N B		B
Skateboard Park		N		Equipment Rentals	N B		B
Gyms & Workout Centres	B	N	B N	Building Maintenance	N B		B
Beach Volleyball				Park Operations	N B		
				Campground Operation	N B		N
				Municipality or Community Halls	B	N B	N B
				Museums		N	N
				Visitor Centre		N	N
				Playgrounds	N B		N
Other Services				Emergency Services			
FCSS		N B		EMS Coordination	N B	N	
ORRSC - Planning		N	N B	Fire Department	N	N B	
Planning & Development	N B	N	N B	Community Peace Officer	N	N B	
Economic Development	N B	N B	N B	Safety Code Officer	N	N	N B
Information Technology	N B	N B	N	Safety Code Inspections	N	N	N B
General Administration	N B			Disaster Management	N B	N B	
Economic Development	B	N B		Mutual Aid Agreements	N B	N B	
Libraries	N B	N B					
Playgrounds	B						

Services addressed:

Emergency & Disaster Services

The Town of Bassano & the County of Newell have entered into mutual aid & fire agreements and no changes are required at this time. Both partners agree to work on a regional disaster service delivery model to ensure the needs of each partner can be met for both preparations/training for disasters and the service execution during a large- scale disaster. Each partner agrees to assist one and the other in the event of a disaster.

Policing/Bylaw Enforcement/CPO Services

The partners are happy with the current arrangement and agree to work together on expanding enforcement services when desired. Cost for services provided will continue to be on a fee for service basis.

Water

Both partners have an agreement to receive potable water from Newell Regional Service Corporation. All partners have representation on the NRSC Board and the Board is currently all municipal elected officials. Distribution services are provided on a fee for service basis with NRSC as required by a partner municipality. No changes are required at this time.

Waste Water

Each municipality handles their own Waste Water. No changes to Waste Water Services are required at this time. The partners agree to work together on run off drainage as needed.

Solid Waste

Newell Regional Solid Waste Authority is funded by all the municipalities and accepts all generated waste for the region. The Board of Directors for NRSWA is made up of elected officials from each municipality in the region. Each municipality handles their own waste pickup at this time. The County of Newell and Town of Bassano is requesting that the VETO clause for NRSWA be changed to a simple majority and the partners agree to have their councils each address this request.

Transportation

No agreements exist or are currently required in the area of transportation. The County can assist in road maintenance on a fee for service basis as required.

The Partners will agree to track their expenses as it relates to the Airport and each partner will pay 50%. This will not apply to internal transfers or non-cash items. The Town will be responsible for accounting that relates to the Airport. Both parties are to report on their cost details after their annual audit is completed. If the Town and County decide to jointly run the Airport, both partners agree to set up a committee for that purpose.

Recreation

A Recreation Board has been established and is to be funded 50/50. Recreation Agreements are in place but may require updating. Recreation will be funded 50/50 in 2019 and thereafter as per approved operational budgets. The 50/50 cost share will not apply to internal transfers or non-cash items. The 50/50 cost share shall include all recreation and culture facilities in Bassano. Specifically, the Joint Use Facility, Recreation Complex, Community Hall, and THRIVE Fitness Centre or similar type recreation facilities. Capital recreation costs will be considered by the Partners on a case-by-case

basis. The Town will be responsible for accounting as it relates to recreation. Both parties are to report on their cost details after their annual audit is completed. The Partners further agree to update the outdated recreation agreement and that each Partner will contribute equally to recreation as defined within the agreement.

Planning/Development/Permitting/SDAB

The partners completed a service capacity assessment on the planning and development functions which included contracted services for safety codes as well. No changes will be proposed at this time and each municipality will continue to handle their own service.

Copies of each agreement:

Each municipality has been provided a copy of all agreements covered in this ICF Agreement.


Commitment to Collaboration:

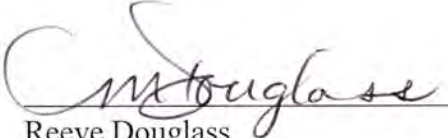
The Town of Bassano and the County of Newell acknowledge and affirm that they will seek to fulfill both the intent and the spirit of this agreement by seeking opportunities to collaborate where practical as well as to honor all applicable legislation with respect to intermunicipal collaboration within the Province of Alberta.

IN WITNESS WHEREOF the parties have hereunto set their hands and affixed their corporate seals as witnessed by the hand or hands of its proper signing officers duly authorized in that behalf as of the date set out herein.


Town of Bassano
for: 
Mayor Wickson

March 19, 2019
Date


Interim CAO Davis

County of Newell

Reeve Douglass

February 22, 2019
Date


CAO Stephenson

Fire Protection Agreement

between

Town of Bassano
Box 401
Bassano, Alberta T0J 0B0
hereby referred to as "The Town")

and

County of Newell
Box 130
Brooks, Alberta T1R 1B2
(hereby referred to as "The County")

WHEREAS THE Councils for the Town of Bassano and the County of Newell wish to enter into an agreement for the shared provision of Fire and Emergency Services within the boundaries of the Town of Bassano and the County of Newell Division 6 area (hereafter referred to as the Fire Area),

And WHEREAS it is of mutual benefit to share the cost of operating the Bassano & Rural Area Volunteer Fire Department (hereafter referred to as the Fire Department).

The parties to this agreement hereby agree as follows:

GOVERNANCE AND ACCOUNTABILITY:

1. Oversight for the operations of the Fire Department shall be provided by a Committee to be known as the Bassano & Rural Fire Area Committee (hereafter referred to as the Committee).
2. The Committee shall consist of two (2) Council members appointed by the County of Newell Council with one (1) being the Division 6 Councilor, two (2) Council members appointed by the Town of Bassano; the Volunteer Fire Department Fire Chief who shall act in an advisory capacity, and the individual that has been appointed by the County of Newell as the head over the County's Fire and Emergency Services, who shall also act in an advisory capacity. Voting members will be the two appointed members from the County of Newell and the two appointed members of the Town of Bassano.
3. The Committee shall meet on an as needed basis, at the call of the Chair, with the Chair being elected by the voting members on the Committee during the first meeting after the annual organizational meeting for each Council.

4. The scope of authority and responsibility for the Committee includes; reviewing and recommending to the Councils for the Town and the County by Sept.30 each year, an annual operating and capital budget for the following year, and recommending to the Councils for the Town and the County the appointment or termination / replacement of the Fire Chief. In recommending this appointment, the Committee will strongly consider the collective input provided by members of the fire department.
5. The Committee in cooperation with the Fire Chief will evaluate, develop and establish the policies of the Fire Department, set directions for the operations, prepare an annual operations budget including all associated costs (such as insurance, utilities, maintenance, certifications, training, equipment purchases etc.)
6. The Fire Chief will be responsible for implementing policies and carrying out the directives established by the Committee and will be in charge of the day to day operations of the Fire Department, which will include conducting responses, maintaining, evaluating and recommending equipment replacement to the Committee. The Fire Chief will be accountable to the Committee, and will be supported in fulfilling the administrative aspects of their role by the Town CAO and the individual that has been appointed as the Head over the County's Fire and Emergency Services.

COST SHARING:

7. All capital equipment Fire Apparatus (pumper trucks, water tenders, bush buggies, rescue trucks or towable trailers) that requires a Provincial License and Registration, shall be funded 100% by the County in accordance with an approved and predetermined schedule for the replacement of the said apparatus.
8. Annual operating expenditures and costs for the acquisition of all equipment not covered by article 7 above, incurred for the Fire Area will be financed by means of a 90/10 (County / Town) cost share.

STANDARDS AND REPLACEMENT OF EQUIPMENT AND WHEELED APPARATUS:

9. In an effort to ensure consistency in specifications and the ability for equipment to be seamlessly interconnected or jointly deployed during incidents, the parties agree that the combined Newell Region Fire Chiefs will be delegated the responsibility to establish minimum standards that will be applied to the replacement of all capital items including the master list of wheeled apparatus, related fittings, self-contained breathing apparatus, and other support equipment. The Town and the County agree that the Committee may recommend that the minimum standards be exceeded however, the final decision to exceed the minimum standards rests with the joint Council's.

10. The parties agree that any apparatus not listed on the master schedule for each department cannot be acquired without first receiving the joint consent of the Councils who will consider fully the recommendations of the Newell Region Fire Chiefs and the Committee.

ADMINISTRATIVE MATTERS:

11. The Town will provide administrative services which will include such things as routine correspondence, communication of regulations imposed at the Federal, Provincial, or Municipal level, payment of accounts, administration of funds, and all financial accounting services including the preparation and submission of regular financial updates provided throughout the year that relate to the operation of the fire department, an audited year end statement, and so forth, at no charge.
12. The annual operating budget shall include sufficient funds to compensate volunteer fire fighters at the same rate and under the same circumstances that is applied for all community based volunteer fire fighters throughout the County. The said rate to be reviewed and adjusted periodically during the life of this agreement. In addition to a uniform hourly compensation rate for attendance at practices, attendance of training courses, department meetings and emergency incidents, Volunteer Fire Department Members will also receive life and accident insurance and workers compensation coverage.
13. The Committee shall determine the level of additional compensation (if any) that may be provided for the Fire Chief in recognition of the responsibility and additional time required for them to fully discharge their duties as Fire Chief.
14. The County shall forward to the Town the annual budgeted contribution that has been allocated to the County through the Committee's approved budget, by four equal payments made on a quarterly basis with the dues dates being Feb. 1, May 1, Aug. 1, and Nov. 1.
15. Surplus funds at the end of a fiscal year may be retained and allocated towards an operating reserve that can be drawn upon to offset unanticipated significant operating expenditures that may be incurred. The maximum amount that can be allocated to this operating reserve is 25% of the average annual operating budget for the department. Overages in excess of the 25% shall be applied directly towards the cost of operating expenses for the following year's budget.
16. The Town is the sole owner of the Fire Hall and shall ensure that the Fire Hall structure and all equipment (except Fire Apparatus purchased by the County) that is utilized by the Department and housed in the Fire Hall is covered with property insurance. Further the Town shall also ensure that adequate liability insurance for the operations of the Fire Department is also provided. Insurance cost will be included in the annual budget.

17. The County shall be the registered owner of the capital equipment Fire Apparatus and is responsible to provide property and content insurance on that equipment.
18. Direct costs incurred by the County and the Town for insurance required herein (other than their own comprehensive general liability insurance), shall be an annual cost shared operating expense.
19. The operating and maintenance costs for the Fire Hall structure will be funded as a cost shared Fire Department operating expense in accordance with this agreement. Revenues (if any) received for rent of Fire Hall facilities or unspecified donations received from third parties shall be applied towards uses that have been approved by the Committee.
20. Capital expansions or upgrades of Fire Hall facilities that have been recommended by the Committee and approved through the formal budget approval process by the Councils for the Town and the County will be funded on a 50/50 basis.

SCOPE OF SERVICE AND FEES APPLIED:

21. All property owners within the Fire Protection Area shall be entitled to fire protection.
22. Working together with the head of the County's Fire and Emergency Services function, the Newell Region Fire Chiefs will be requested to prepare and encourage Department members to participate in achieving standards for training and performance measures that reflect a qualified and committed community based volunteer service.
23. In an effort to ensure that each Fire Department in the County has access to an appropriate line of equipment and or backup resources required to adequately manage potential fire threats, the Newell Region Fire Chiefs working together with the County's Head of Fire and Emergency Services, will prepare recommendations for the optimal combination and deployment of wheeled apparatus across all Fire Departments during the life cycle which industry has established for the equipment in question.
24. Working together with the Head of the County's Fire and Emergency Services function, the Newell Region Fire Chiefs will develop formal written protocols that will be applied and followed in the event of emergency incidents. Such protocols to address when automatic back up responses will occur, incident command during multi department responses, and other operational matters that pertain to or may impact the services provided.

25. The County will prepare and send invoices to the parties involved, for Fire Department responses provided on all roads within the Fire Department service area, (urban streets, rural roads and provincial highways). Fees charged will be based on Alberta Government rates for responses provided on Provincial Highways, as adjusted from time to time. Revenues received from invoices thus issued shall be retained by the County in a capital apparatus equipment replacement reserve account and drawn upon for the replacement of the apparatus listed on the formal apparatus replacement schedule. The County shall provide an annual accounting for revenues invoiced and collected.
26. Either Council reserves the right to invoice owners of real property within their boundaries for responses provided by the Fire Department to protect structures, physical improvement, land, etc. Revenues received from such responses shall be applied towards the Fire Departments operating costs.
27. Fire calls that are responded to outside the County of Newell boundaries shall be carried out in accordance with approved mutual aid agreements.

LIABILITY INSURANCE AND INDEMNIFICATION:

28. All parties agree to continuously maintain in full force and effect, comprehensive general liability insurance with limits no less than \$2,000,000.00 for risk associated with the services provided under this agreement. Proof of insurance has to be provided in the form of an insurance certificate by January 31 of each year.
29. The County agrees to indemnify and hold harmless the Town, their agents, servants, officers, employees or elected officials with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against the County, their agents, officers, employees or elected officials by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Rural Fire Protection Services pursuant to this agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by the Town, their agents, officers, employees or elected officials.
30. The Town agrees to indemnify and hold harmless the County, their agents, servants, officers, employees or elected officials with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against the (Town or Village), their agents, officers, employees or elected officials by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Urban Fire Protection Services pursuant to this agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by the County, their agents, officers, employees or elected officials.

CANCELLATION OR RENEGOTIATION:

31. Notification by either party to cancel this agreement must be submitted to the other party a minimum of twelve months in advance of the cancellation date. In light of the interest that the parties have for consistency to be maintained in the agreements that the County has entered into with multiple urban communities, amendments to this agreement may be negotiated at any time after giving full consideration to the time and effort required to engage all parties in a review of the agreement.

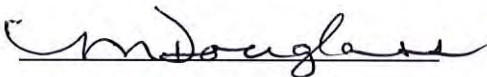
ENACTMENT:

32. This agreement shall come into effect on

Signed and sealed by the County of Newell, and the Town of Bassano, this 11th day of April, 2016.

County of Newell

Seal



Reeve



Chief Administrative Officer

Town of Bassano

Seal



Mayor

Chief Administrative Officer



REQUEST FOR DECISION

Meeting: June 10, 2024

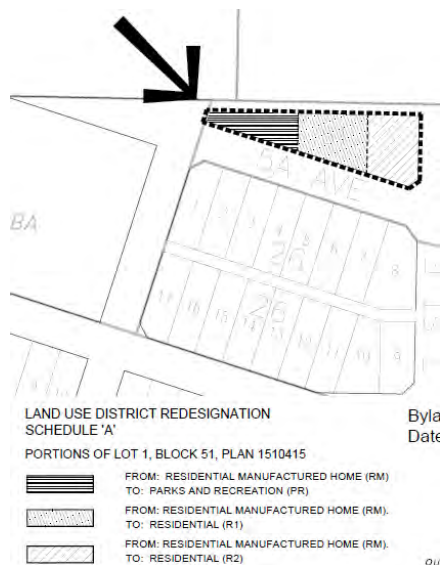
Agenda Item: 6.3

SUBJECT: Land Use Bylaw Amendment 940/24 – Proposed

BACKGROUND

Activity related to the 2024 BUILD Bassano Development Projects, and the transition of a new Fire Services Protection Agreement requires several rezoning changes as outlined in the proposed Land Use Bylaw Amendment 940-24.

1. PART II – 5A Avenue Triangle must be zoned to accommodate the types of uses intended for the lots in accordance with the subdivision application that was processed in May. It is proposed that three of the four lots are zoned to Residential (R1) to accommodate small homes <1,000 square feet. The corner lot is proposed as Medium Density Residential (R2) to accommodate a rowhouse or similar build. The remainder of the lot that was addressed as not developable and would be zoned as Parks.

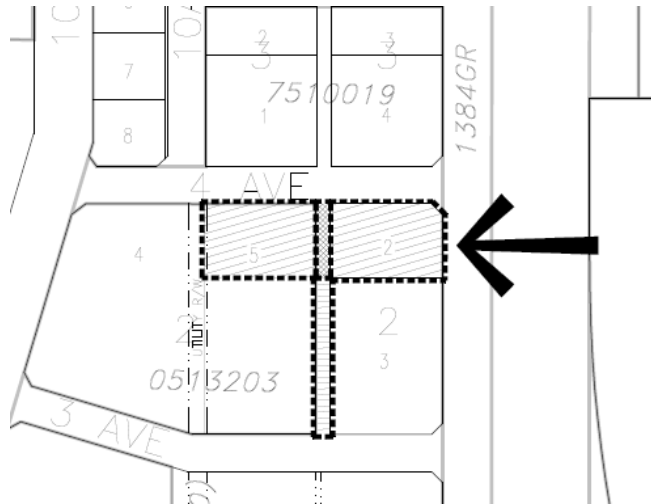


2. 801 – 5th Avenue (current fire hall) – to be rezoned from Public & Institutional (PI) to Industrial (I). Industrial zoning conforms to the adjacent development within this block on 5th Avenue. Rezoning the property will ensure the site can be sold/leased/repurposed with the corresponding taxbase.



3. 317 - 11th Avenue and Back Alley (new fire hall and adjacent consolidated alley). 317 - 11th Avenue must be rezoned from Industrial (I) to Public & Institutional (PI) to accommodate the relation of the fire hall.

The back alley on the south side of this area requires a designation now that it has been closed and consolidated. It will be designated as Industrial (I).



OPTIONS

- #1 - That council gives first reading to Land Use Bylaw Amendment 940/24 as presented.

#2 – That council gives first reading to Land Use Bylaw Amendment 940/24 as amended. (Define amendments).

#3 – That council defers gives first reading to Land Use Bylaw Amendment 940/24.

CAO COMMENTS

None

ALIGNMENT TO STRATEGIC PLAN

G1 & G2

RECOMMENDATION

#1 – That council gives first reading to Land Use Bylaw Amendment 940/24 as presented.

Prepared by: Amanda Davis, CAO & Diane Horvath, ORRSC Planner

Attachments:

1. Land Use Bylaw Amendment 940/24 - Proposed



BYLAW NO. 940/24
Land Use Bylaw Amendment
of the
TOWN OF BASSANO

BEING A BYLAW OF THE TOWN OF BASSANO IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW NO. 921/21, BEING THE MUNICIPAL LAND USE BYLAW.

WHEREAS the Town of Bassano Council wishes to redesignate a portion of land from “Residential Manufactured Home- RM” to “Parks and Recreation - PR”, “Residential - R1” and “Residential - R2” within the municipality for the purpose of future residential development and park space as shown on the map in Schedule ‘A’ attached hereto and legally described as:

LOT 1, BLOCK 51, PLAN 151 0415
WITHIN THE NORTHEAST SECTION 17, TOWNSHIP 21, RANGE 18, WEST OF THE 4TH
MERIDIAN

WHEREAS the Town of Bassano Council wishes to redesignate lands from “Public Institutional - PI” to “Industrial - I” within the municipality for the purpose of future redevelopment of the former firehall as shown on the map in Schedule ‘B’ attached hereto and legally described as:

LOT 1, BLOCK 1, PLAN 751 0801
WITHIN THE NORTHEAST SECTION 17, TOWNSHIP 21, RANGE 18, WEST OF THE 4TH MERIDIAN

WHEREAS the Town of Bassano Council wishes to redesignate the lands from “Industrial - I” to “Public Institutional - PI” within the municipality for the purpose of developing a new firehall as shown on the map in Schedule ‘C’ attached hereto and legally described as:

LOT 2, BLOCK 2, PLAN 751 0019 AND A PORTION OF LOT 5, BLOCK 2, PLAN 051 3203
WITHIN THE NORTHEAST SECTION 17, TOWNSHIP 21, RANGE 18, WEST OF THE 4TH MERIDIAN

WHEREAS the Town of Bassano Council wishes to redesignate a former lane which has been closed by bylaw to “Industrial - I” to “Public Institutional - PI” within the municipality for the purpose of consolidating the lands into adjacent parcels as shown on the map in Schedule ‘C’ attached hereto and legally described as:

THE CLOSED LANE BETWEEN LOT 2 AND LOT 3, BLOCK 2, PLAN 7510019 AND LOT 5, BLOCK 2,
PLAN 0513203 WITHIN THE NORTHEAST SECTION 17, TOWNSHIP 21, RANGE 18, WEST OF THE
4TH MERIDIAN

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Statutes of Alberta, Chapter M-26, 2000, as amended, the Council of the Town of Bassano in the Province of Alberta duly assembled does hereby enact the following:

1. Lands, illustrated on the map in Schedule 'A' and legally described above shall be redesignated.
2. Lands, illustrated on the map in Schedule 'B' and legally described above shall be redesignated.
3. Lands, illustrated on the map in Schedule 'C' and legally described above shall be redesignated.
4. The Land Use District Map shall be amended to reflect this redesignation.
5. Bylaw No. 921/21 is hereby amended and consolidated.
6. This bylaw shall come into effect upon third and final reading hereof.

This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this __ day of _____, 2024.

READ a **second** time this __ day of _____, 2024.

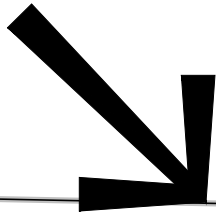
READ a **third** time and passed this __ day of _____, 2024

Mayor – *Irvin Morey*

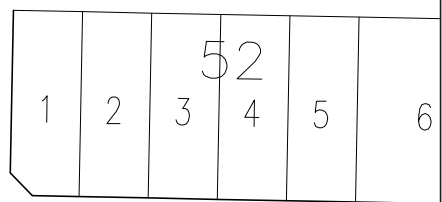
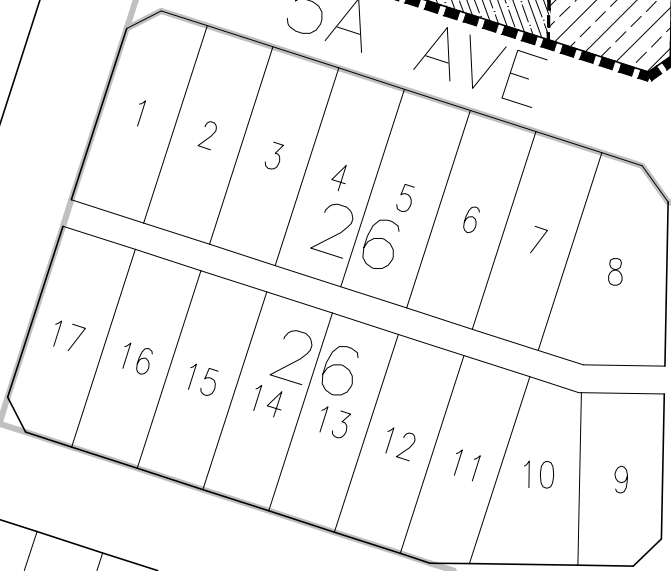
Chief Administrative Officer – *Amanda Davis*

1512672

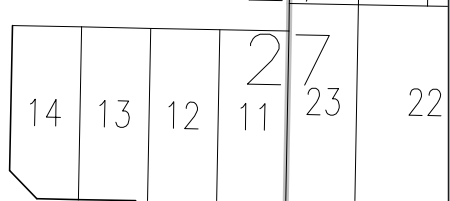
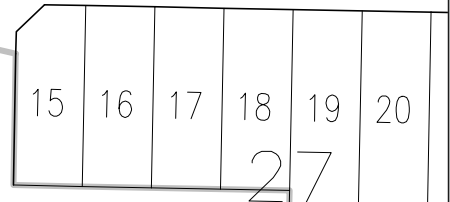
2



6BA



1510415



**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'A'**

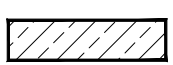
PORTIONS OF LOT 1, BLOCK 51, PLAN 1510415



**FROM: RESIDENTIAL MANUFACTURED HOME (RM)
TO: PARKS AND RECREATION (PR)**



**FROM: RESIDENTIAL MANUFACTURED HOME (RM).
TO: RESIDENTIAL (R1)**



**FROM: RESIDENTIAL MANUFACTURED HOME (RM).
TO: RESIDENTIAL (R2)**

**WITHIN NE 1/4 SEC 17, TWP 21, RGE 18, W 4 M
MUNICIPALITY: TOWN OF BASSANO
DATE: JUNE 6, 2024**

Bylaw #: _____
Date: _____

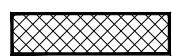
MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"





**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'B'**

LOT 1, BLOCK 1, PLAN 7510801



**FROM: PUBLIC AND INSTITUTIONAL (PI)
TO: INDUSTRIAL (I)**

**WITHIN NE 1/4 SEC 17, TWP 21, RGE 18, W 4 M
MUNICIPALITY: TOWN OF BASSANO
DATE: JUNE 6, 2024**

Bylaw #: _____
Date: _____

MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



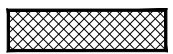


**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'C'**

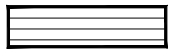
Bylaw #: _____
Date: _____



LOT 2, BLOCK 2, PLAN 7510019 AND
PORTION OF LOT 5, BLOCK 2, PLAN 0513203
FROM: INDUSTRIAL (I)
TO: PUBLIC AND INSTITUTIONAL (PI)



PORTION OF LANE
BETWEEN LOT 2, BLOCK 2, PLAN 7510019 AND
LOT 5, BLOCK 2, PLAN 0513203
FROM: NO LAND USE
TO: PUBLIC AND INSTITUTIONAL (PI)



BETWEEN LOT 3, BLOCK 2, PLAN 7510019 AND
LOT 5, BLOCK 2, PLAN 0513203
FROM: NO LAND USE
TO: INDUSTRIAL (I)

WITHIN NE 1/4 SEC 17, TWP 21, RGE 18, W 4 M
MUNICIPALITY: TOWN OF BASSANO
DATE: JUNE 6, 2024

MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"





REQUEST FOR DECISION

Meeting: June 10, 2024

Agenda Item: 7.1

SUBJECT: 2024 Tax Auction Dates

BACKGROUND

In accordance with Section 418-419 of the *Municipal Government Act (MGA)* council must tend to tax recovery properties.

Two properties are up for tax sale in 2024.

1. 409 – 2nd Avenue
2. 402 – 2nd Avenue

Council must:

- Set the date/time/location of the public auction. It is recommended that the public auction is scheduled October 16, 2024 at 10:00 a.m.
- Identify terms and conditions of a sale (outlined in the attachment).
- Set a market value for each of the four properties. The *MGA* provides that council must establish a reserve bid that is “as close as reasonably possible to the market value” of each parcel. Benchmark Assessment Consultants provided a market value assessment for each parcel.

OPTIONS

#1 – that the 2024 tax recovery and public auction will be held on October 16, 2024 at 10:00 a.m. at the Bassano Town Office (502 – 2nd Avenue), with the terms outlined in the attachment, and finally, that a reserve bid is set as follows for each of the properties:

1. 409 – 2nd Avenue (Plan 3872T; Block 3; Lot 3) Roll 239000 - \$94,000
2. 402 – 2nd Avenue (Plan 3872T; Block 7 ; Lot 20) Roll 313000 - \$40,000

In addition, pursuant to 553(1)(f) M.G.A., the addition of all tax recovery costs to the relevant rolls is hereby approved.

CAO COMMENTS

None.

ALIGNMENT WITH STRATEGIC PLAN

This is an operational matter

PROPOSED RESOLUTION

#1 – Be it resolved that the 2024 tax recovery and public auction will be held on October 16, 2024 at 10:00 a.m. at the Bassano Town Office (502 – 2nd Avenue), and

Be it resolved that the Terms and Conditions of Sale for the 2024 Public Auction are hereby approved as follows:

1. A parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes for the current year.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a nonrefundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.

And finally, that a reserve bid is set on the following properties:

3. 409 – 2nd Avenue (Plan 3872T; Block 3; Lot 3) Roll 239000 - \$94,000
4. 402 – 2nd Avenue (Plan 3872T; Block 7 ; Lot 20) Roll 313000 - \$40,000

In addition, pursuant to 553(1)(f) M.G.A., the addition of all tax recovery costs to the relevant rolls is hereby approved.

Attachments:

1. Terms and Conditions
2. Market Value Reports

Prepared by: Amanda Davis, CAO; Taxervice Representative; Ryan Vogt, Benchmark Assessment Consultants

2024 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.

Town of Bassano – Tax Recovery Appraisal

Roll #: 239000

Address 407 – 2nd Avenue
Bassano AB

Legal Description: Plan 3872T W 26' of Blk 3

Zoning: C1 Commercial

Parcel Size: 362.1 m² or 3,898 ft²

Purpose of Appraisal: To estimate market value for tax recovery

Neighborhood Description: Downtown Commercial

Site Description: Flat lot on the south side of 2nd Avenue between 3rd & 4th Street E

Assessment \$94,000

Improvement Details

Year Built - 1978

Size – 1,470 sf

Quality – Average

Three comparable commercial sales in the downtown area include 1) 340 – 2nd Avenue sold for \$50,000 on May 9, 2022, 2) 410 – 2nd Avenue sold for \$52,000 on August 29, 2022, and 3) 415 – 2nd Avenue sold for \$28,000 on April 5, 2024.

Each of these properties that were sold required extensive renovations at the time of sale and are not overly comparable to the subject for that reason.

The value for the subject property as of June 6, 2024, is \$94,000.



Ryan Vogt, B.Mgt, AACI, P.App.

Town of Bassano – Tax Recovery Appraisal

Roll #: 313000

Address 402 – 2nd Avenue
Bassano AB

Legal Description: 3872T 7 20

Zoning: C1 Commercial

Parcel Size: 696.8 m² or 7,500 ft²

Purpose of Appraisal: To estimate market value for tax recovery

Neighborhood Description: Downtown Commercial

Site Description: Relatively flat, rectangular lot at the NE corner of 2nd Avenue & 3rd Street

Description of Improvement-

Year Built 1911 Effective Age: 1950

Floor Area 3,700 sf

Overall Condition: Very Poor

Windows: Updated

Siding: Brick and wood paneling

Interior: No interior inspection was conducted as building was locked, exterior inspection completed (see photos) and a review of the historical files revealed roof maintenance has been neglected for 10+ years as well as foundation deficiencies at the NE corner of the building. The building is now valued using the maximum depreciation value of 20% remaining plus an additional 60% functional depreciation has been added to account for these deficiencies. The remaining building value represents a salvage value.

Assessment \$40,000

Three comparable sales 1) 415 – 2nd Avenue which sold April 5, 2024, for \$28,000; 2) 417 – 2nd Avenue which sold March 18, 2023 for \$8,700 and 3) 413 – 2nd Avenue which sold November 20, 2023, for \$7,000.

Given the age and condition of the subject property, the assessed value of \$40,000 represents a fair market value.

Value as of June 6, 2024 is \$40,000.



Ryan Vogt, B.Mgt, AACI, P.App.

Town of Bassano – Tax Recovery Appraisal



Town of Bassano – Tax Recovery Appraisal



Town of Bassano – Tax Recovery Appraisal



MAY 2024 BOARD REPORTS

JOHN SLOMP

NEWELL HOUSING FOUNDATION MEETING MAY 7 2024

- 1) The cabinets in 11 community housing units have been replaced but there are many serious deficiencies. The contractor that the government awarded the contract to provided subpar workmanship. The cupboards were very unlevel and there were missing doors and screws. This really emphasizes the need for the government to transfer the assets to the housing management bodies so that they can hire qualified contractors.
- 2) Attic insulation and electrical work on the smoke detectors have been completed at Playfair Lodge.
- 3) They are working with Telus to switch the phone lines at Playfair to fibre to better accommodate the emergency call system.
- 4) There are 18 households on the wait list for community housing.
- 5) Sasha, Amanda and Irv went to Calgary and met with government officials and the John Brown team to discuss future projects. There is an opportunity for the Newell Housing Foundation to apply to the Alberta Housing Partnership program to fund up to 1/3 of a complimentary build to the project we have applied for. This would include 10 independent senior living spaces. The board decided not to apply for this at this time because, if we were approved for both grants, the foundation would not be able to financially or administratively handle it.
- 6) The board feels that they do not want to commit any finances to the proposed seniors apartments in Duchess.
- 7) Sasha sent a letter to Dannielle Smith to ask if the government would convert the community housing units that have 2 bedrooms and an unfinished basement to 5 bedroom, 2 bath units to accommodate the large families in Brooks.

NRSWMA MEETING MAY 23, 2024

- 1) 32,377 tonnes of contaminated soil were taken in April
- 2) The HZI proposal for SAEWA will not work. They are saying it would be \$217.00 per tonne plus trucking, which is not doable. They are looking at quick proposals but they only have 5 months of operating funds left.
- 3) Tender documents went out for the new $\frac{3}{4}$ municipal cell and there is a lot of interest so the bids should be very competitive. Tenders close June 11.
- 4) Mulchco shredded the rig mats and non burnable wood. The job came in \$6500.00 under budget. They did a good job and left the area tidy.
- 5) Total interest income earned in April was \$103,346.74



MONTHLY CAO REPORT

Meeting: June 10, 2024

Agenda Item: 9.1

Report Period: May 1 - 31, 2024

Amanda Davis, Chief Administrative Officer

General Administration

- All staff are experiencing the pressure as we prepare to host the BBQ competition, kick off the pool season, train seasonal staff, clean the town, initiate RFC and all accounting transactions, kick off capital projects, and print tax notices. May and June can quickly become overwhelming due to the demands of these projects along side day-to-day operations and regularly assigned duties for all staff. The demands persist after the BBQ competition as our team debriefs the event, follows up with each volunteer, vendor, competitor, and managing the added accounting requirements. Simultaneously, all staff are involved to prepare the town for the professional rodeo and pancake breakfast.

Until further notice, I have taken over bylaw enforcement matters that are typically delegated to the Recreation & Community Services Liaison. While enforcement is occurring, its prioritization falls behind legal matters, and development processes. For bylaw, I am currently addresses 20 properties with unkempt grass, working with the property owner of 201 – 1st Street South regarding non-compliance of septic matters, and supporting the CPO to have a non-compliant realtor sign removed from 1026 – 1st Avenue.

201 – 1st Street South has been rectified and will be monitored for continued compliance. The owner must have their septic tank pumped out regularly with monthly submissions to the town verifying the action. As an alternative, they can construct a different septic system that complies with the Alberta Building Code. With is acceptable.

- I have completed and submitted all undertaking requirements to legal as part of the ongoing lawsuits against the town. I await any further direction on undertaking actions from our legal counsel.
- IT upgrades to the website are 70% complete.
- Matt Fenske, Layne Johnson and I are tending to all transactions related to the new fire services agreement, transition or roles/assets of the fire department, and finalizing the deal on the new fire hall at 317 – 11th Street. It is anticipated to take 6-8 more weeks after the

councils make a final decision on the proposed agreement to finish the transition, accounting, and insurance needs leading up to a ribbon cutting ceremony.

- We have hired a new consultant to complete the Regional Emergency Management Plan. This transition and establishment of new terms has required Layne Johnson and me. Based on this, it will take both of us engaged and responsive to complete the plan with the consultant by December 31, 2024. This is another change in required output.
- Fire Chief Cochrane inquired about the use of fire lockboxes on town facilities. Our investigation showed that [KnoxBox](#) is the preferred and superior product. A quote was obtained for 7 recessed lockboxes to be installed by public works staff for municipal buildings in Bassano. The cost of \$4,100 USD. If council chooses to permit these units on municipal buildings a supplemental policy will be required that directs the governance of facility keys with volunteer user groups. Key control always poses and issue.

If key control is not enforced, the expenditure on lockboxes is ineffective. **DISCUSSION Required.**

- We executed the 5-year contract with Superior Safety Codes. This was approved and returned to SSC in December 2023. It was misplaced on their end resulting in a 5-month delay in execution and increased fees. This has been resolved and the increased permit fees will now be in effect.
- There is no update regarding the transition of the BARRA asset since the previous council meeting. Bins have been ordered and will be placed as they become available.
- The Bassano Historical Society received approval to install another mural on main street – it will be placed on the pharmacy.

General Public Works

- This is the busiest part of the season for public works with pool set-up, spring maintenance of roads/back alleys, greenspace prep, flowers, training summer students, and supporting community events. They also recently completed the spring clean-up project.
- A sidewalk repair was done on Centre Street Close that settled from work last fall.

Capital Projects

WWTU - Wastewater Trunk Main Upgrades

- The project will kick off on June 4, 2024 starting by locating a possible manhole under RR183, and preliminary cleaning of the main. The crew returns in July to complete the second mainline clean and to install the liner.

BUILD Bassano – 2024 Development Projects

- Project updates are provided monthly as an agenda item. I meet with MPE on June 7, 2024 to finalize design timelines in preparation for tendering.

Continuing Care Capital Program (CCCP) - Small Care Home

- The Newell Housing Foundation anticipated withholding a submission for an addition 10-self contained units following our April 3, 2024 meeting. As the directive to submit came from Minister Nixon, in a follow-up meeting, we asked them to strongly reconsider their position. I have since assisted Ms. Loewen, with a draft submission that she will present to the Newell Housing Foundation board in June for further discussion.

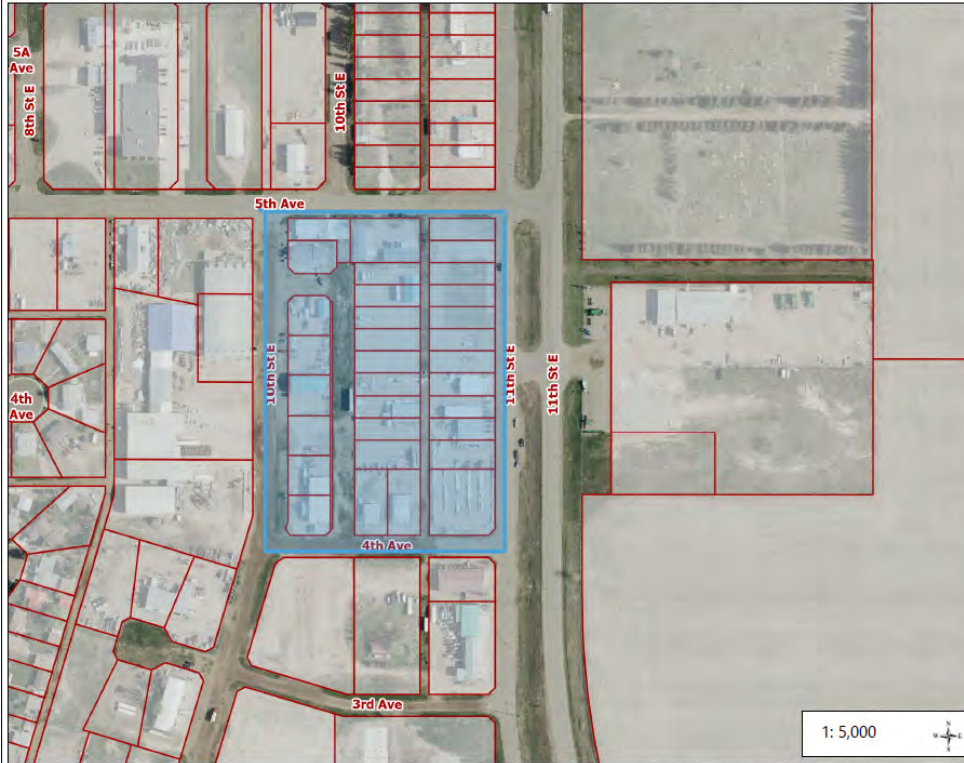
Planning and Development

PERMIT NUMBER	LOCATION	DEVELOPMENT
TOB-D-07-24	826 - 4 Avenue	4-plex - DENIED by the MPC.
TOB-D-08-24	813 Centre Street Close	SFD
TOB-D-09-24	311 - 9 Avenue	Rooftop solar (residential)
TOB-D-10-24	826 - 4 Avenue	SFD
TOB-D-11-24	308 - 2 Avenue	Minor retail (additional use in vacant unit for second hand store).

Planning and development continues to be busy for this reporting period. Highlights include:

- Check-ins with the lot purchasers. Two development permits have been issued. Several follow-up actions with the purchasers as many of them near their 6-month submission window.
- Working with the buyer of 438 - 1st Avenue on development plans. An application is anticipated soon for 2024 construction.
- Supporting PACE Canada with development and public consultation as required for the proposed solar farm project.
- An offer was accepted for the sale of 808 - 3rd Avenue for \$180,000. The lower value aligned with market comparables as provided by the listing realtor. The transaction will be finalized in June.
- No update from ORRSC regarding progress on the 2024 Consolidation Project to provide.

Town of Bassano - 2024 Consolidation Project



- Legend**
- Boundary
 - Hwy Symbol
 - Adjacent Roads
 - Road Labels
 - Railway
 - Hwy 1
 - Title Linework
 - Parcels

Notes
© Town of Bassano

0.3 0 0.13 0.3 Kilometers
WGS_1984_Web_Mercator_Auxiliary_Sphere
© OpenStreetMap contributors
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Attachments

1. Action Items List - no action required
2. KnoxBox Quote - actionable

**Town of Bassano
Council Meeting Action Items 2021-2024**

Aug. 9, 2021 Regular Meeting

Directed to	Action	Completed
Davis, A.	Add Dennis Hunt property to upcoming agenda re: driveway concerns.	

May 9, 2022 Regular Meeting

Directed to	Action	Completed
Davis, A.	Follow up with Clr. Wetzstein re: hazardous waste drop off at the fire hall	

Oct. 11, 2022 Regular Meeting

Directed to	Action	Completed
Davis, A.	Prepare draft revision to traffic bylaw	
Davis, A.	Add to Q1 2023 agenda - private parking on public lands	

Dec. 12, 2022 Regular Meeting

Directed to	Action	Completed
Davis, A.	Investigate liability issues regarding the movement of people from an incident if the ambulance is not available. Insurance and legal.	

Feb. 13, 2023 Regular Meeting

Directed to	Action	Completed
Davis, A.	Prepare engineering RFQ for G3-T2	

July 10, 2023 Regular Meeting

Directed to	Action	Completed
Davis, A.	Engage south side properties on MS re: what needs to happen for exterior renovations	

Nov.20, 2023 Regular Meeting

Directed to	Action	Completed
Davis, A.	Consult legal re: Roll 294000 and liabilities.	Under review
Smith, S.	By August 1, 2024 develop reoccurring policy for Christmas in the Campground support.	
Smith, S.	Letter to BHS re: benches - if there are grants we will direct them accordingly. Check with Jaime re: Tourism Grants.	

Feb. 5, 2024

**Town of Bassano
Council Meeting Action Items 2021-2024**

Directed to	Action	Completed
Davis, A.	Water conservation planning with public works; check rain barrel program options.	
Davis, A.	Work with K. Jones re: town office flagpole.	

Apr. 8, 2024

Directed to	Action	Completed
Davis/Raymond	Plan BARRA asset and cost conversion for efficient operations - incl. clean/close/lease of P&R shop.	

Apr. 24, 2024

Directed to	Action	Completed
Petkau, C.	Publish tax notice ad in Bulletin	
Davis, A.	Submit MSI Op/Cap + LGFF	
Davis, A.	Add Engine Retarter Breaks process to Traffic Bylaw	

13-May-24

Directed to	Action	Completed
DeMott, L	Rotate minutes	Complete
DeMott, L	Resolution index	Complete
Davis, A.	Update Tax Rate Bylaw - copy of mill rates to staff	Complete
Petkau, C.	Update mill rates and process tax notices	Complete
Davis, A.	Complete tax insert brochure	Complete
DeMott, L	Update tax information on website and upload new bylaw.	Complete
Davis, A.	Notify D. Schaffer no kitchen contract.	Complete via email May 14, 2024
Davis, A.	Response to CON re: weed inspector appointments	Complete - May 14, 2024
Davis, A.	Response to RCMP re: policing priorities	Completed - May 14, 2024
Davis, A.	Letter to Bassano Rodeo Committee re: event approval.	Complete - May 14, 2024
Davis, A.	Follow-up with Fallen Airmen and direct to library	Completed - May 14, 2024
Davis, A.	Process Seniors Week Proclamation	Complete
Barron, A.	Publish Seniors' Week Proclamation	Complete
Davis, A.	Arrange ICF/IDP meeting with CON, new appointees IM and MW	Complete
Davis, A.	Staff updates	



Knox Company
 1601 W Deer Valley Rd
 Phoenix AZ 85027
 United States

Quote# QT-KA-55834

QUOTED TO:

185836
 BASSANO, TOWN OF
 502 2 AVE
 BASSANO AB T0J 0B0
 CANADA
 (403) 641-3788

SHIP TO:

BASSANO, TOWN OF
 502 2 AVE
 BASSANO AB T0J 0B0
 CANADA
 (403) 641-3788

Expires On	Sales Rep	Terms	PO #	Shipping Method
11/25/2024	Matt Newell	PP - Prepaid		FedEx International Priority Delivery (Canada)

Item	Description	Quantity	Units	Rate	Amount
3270	3200 RECESSED, BLACK, HINGED	7	EA	\$560.00	\$3,920.00

Installation Address:
 Primary System Code Role: PS-98-0050-01-75-BOXES

Memo: Need security registration form to register

Subtotal	\$3,920.00
Tax Amount	\$196.00
Shipping and Handling	\$204.36

Total \$4,320.36



QT-KA-55834

Terms and Conditions

All pricing is subject to change and is based on a quantity order to be shipped all at one time. Prices quoted are valid through the "Expires On" date shown. All shipping and handling fees, if provided, are estimates based upon ground service to the address shown above. Knox will provide you a firm cost for shipping and handling fees when order is placed. Knox provides detailed installation instructions with each Knox product. However, Knox is not responsible for actual installation.

SALES TAX DISCLAIMER: Knox is required to collect sales tax for purchases made in the following states: AL, AR, AZ, CA, CO, CT, FL, GA, IA, IL, IN, KS, KY, MA, MD, ME, MI, MN, NC, NE, NJ, NM, NV, NY, OH, OK, PA, RI, SC, TN, TX, UT, VA, VT, WA and WI. Where applicable, Knox will charge sales tax unless you have a valid sales tax exemption certificate on file with Knox. If you are sales tax exempt, you must provide us with an exemption certificate at the time the order is placed.

Please Submit a Completed Customer Information Form to Setup Invoicing.

By signing, you accept this Quotation and Terms, including the product configuration and payment terms indicated above.

Signature / Date

FCSS Director's Report

Period Ending: May 31, 2024

Prepared By: Amanda Barron, Director

Supporting Community Members



SUPPORTS

Seniors Benefits

Throughout May we provided service to 5 individuals in submitting Seniors Benefits.

Referrals/ Supports

As part of our services FCSS provides support to individuals in aiding access to various supports such as government programs, housing assistance and food bank access. During May we provided 3 clients with referrals to various supports and aided through the application process.

PROGRAMS

Rural Pop Up

The next upcoming session is to be held on July 16 at the Community Hall from 10-11:30, with the addition of the Car Seat Clinic.

Community Garden

Members of the Off-Leash Dog Park pilot project consulted with FCSS on April 30 to discuss fencing around the Community Garden area. Both parties agreed it is beneficial to fasten a temporary fence until their pilot has been completed, and once successful move to a permanent fence. The entrance to the garden has been moved to the Southeast corner, and water accessibility has been maintained with hoses that can pass through the fencing, however concerns have been raised surrounding accessibility to the garden for those with mobility issues and the need to bring supplies into the space. We will continue to work with the Dog Park Committee to reach a mutually beneficial resolution allowing Garden patrons ease of access.

Canadian Volunteer Income Tax Program

The April 30 deadline by the Canadian Revenue Agency for penalty free tax filing has passed. Tax preparations have slowed, however FCSS will maintain this service for the remainder of 2024 to allow community members to file as needed. To date 43 preparations have been completed in the office.

Beginners Yoga

Our first yoga session took place on May 5th at the Bassano Community Hall. We have 17 individuals registered and participate weekly. Program surveys will be distributed at the last session to help us determine interest for additional sessions possibly this upcoming fall.

Bike Safety Rodeo

In collaboration with Brooks Safe Communities, Bassano RCMP, and Bylaw Enforcement we successfully delivered the Bike Safety Rodeo to the Grades 1-4 students at Bassano School. They

FCSS Director's Report

Period Ending: May 31, 2024

Prepared By: Amanda Barron, Director



Supporting Community Members

learned about the purpose of helmets, roadway safety skills and practices then put this knowledge to practice in navigating their way through the bike course designed to reinforce those practices in safety.

Earth Day Craft Kits

We prepared 25 Earth Day Craft kits containing Seed Bombs, Bird Feeders, Recycling awareness and Nature Journaling for distribution locally. All of our kits went out to local children between the ages of 4 – 12 and were designed to promote actions that protect and preserve our planet.

Gratitude Journals

The last of our Gratitude Journals have been distributed, in total we prepared 70 journals. These were free for pick up at local businesses, and the second journal in our journey toward creating whole-body wellness within the community. The third installment of journals will go out this fall with our “Manifestation Journal”.

Babysitters and Home Alone Courses

Many parents with school aged children are facing the end of the school year, this can be a stressful time as they face challenges in acquiring adequate care for children. To help prepare children for the possibility of being home alone and or to become a caregiver to a younger child or sibling we offered Red Cross Home Alone and Babysitters Courses designed to provide foundational skills and knowledge to build confidence for both children and parents. We had 6 students attend the Babysitters Course and 12 attend the Home Alone program from Bassano and the County of Newell.

INITIATIVES

Welcome Wagon

There were 3 Welcome Packages distributed in May to new residents.

409 3rd Ave Unit C	22-May-24
#18 831 2nd Ave	24-May-24
616 4 Ave	27-May-24

GENERAL UPDATES

Community Foundation of Southeastern Alberta -

Bassano FCSS attended the Community Grant Presentation on May 29th at the CPR Engineers house in Brooks as a result of receiving grant funds. All grant recipients were asked to give a presentation regarding their program providing insight into the development, needs and potential impact of programming. Tammie and Heather attended the presentation with myself to accept our grant award, and have pictures taken for the Brooks Bulletin.

UPCOMING PROGRAMS

FCSS Director's Report

Period Ending: May 31, 2024

Prepared By: Amanda Barron, Director



Supporting Community Members

Small Town Smoke Down – FCSS Kids Q – June 8

We have begun accepting registrations for our FCSS sponsored Kids Q occurring on June 8, 2024 at the 3rd annual Small Town Smoke Down. This is the first year FCSS will be sponsoring the event. As part of the program participants receive a Kids Q apron, swag bag and free entry with meat provision. The program offers an excellent opportunity to teach safe food handling, hand washing and personal safety while preparing food.

In keeping with previous programming, the age range was kept consistent with the original ages of 6-14 and we opted to prepare boneless pork loin for two reasons a) Hamburgers are quite messy and b) judging process does not allow for the use of buns/condiments.

In learning from errors program details will be fully disclosed to Advisory Board members before program advertising goes to the public to ensure all parties are sharing accurate information.

Bassano FCSS will also be receiving an interview Saturday June 5th at 6:50 am by CBC during the Pancake Breakfast to discuss programming priorities, and initiatives locally.

- 55+ Digital Literacy – June 6 - Bassano Memorial Library @ 9:30am
- CRA Seniors Education – June 5 - Prairie Damsiters @ 7 pm
- Rural Pop Up June 18 – Carseat Clinic
- Bassano Pro Rodeo – Parade – June 22

Attachments

1. None

BASSANO MAY 2024 REPORT

During the month of May our department completed 8 hours of Municipal Enforcement duties.

Officers will be as well receiving direction from the CAO and designated staff on any matters that require investigation that their office receives.

During this month, our department had four files to investigate.

The files were for parking, dog barking, land use and serving of document papers.

These files were all concluded.

During this month there were three warnings issued.

These warnings were for land use (portable sign permitting issue), fail to provide registration and failing to provide insurance.

There were two tickets issued for failing to stop at a stop sign and for driver not wearing a seatbelt.

The focus for the Alberta Traffic Safety Enforcement Calendar for this month was on motorcycle safety.

This concludes the report for Bassano for May.

Bassano

A SOLAR FARM PROPOSAL

Public Consultation



**Bassano Community Hall
May 15, 2024, 6:30-8:30 p.m.**

Land Acknowledgement



As we gather here today, I would like to respectfully acknowledge that we are in Treaty 7 Territory and a traditional meeting ground and home for the Blackfoot Confederacy, the Tsuut'ina, the Stoney, Ochethi Sakowin, the Métis, and many other people who make these great lands their home.

I want to acknowledge these people who are with us today and have gone before us. They bring a rich and beautiful culture from which we can learn. Their presence continues to enrich our Alberta communities. We pay our respect and reaffirm our relationship with one another.

Housekeeping



- A copy of the presentation will be posted on the project website **info.pathfinderce.com**
- Facilities
- Help yourself to a beverage and snack.
- If you joined us virtually, please feel free to type your questions into the chat box as we move through the presentation.
- PACE's Solar Farm FAQ e-resource is available on the project website.

PACE Project Team




Claude Mindorff
Director of Strategy
claudio.mindorff@pathfinderce.com

- Responsible for PACE's development strategy and financing
 - A pioneer in renewables with 25 years experience
 - From Rosemary, Alberta
-

PACE Project Team



Rhonda Barron
Project & Communications Coordinator
rhonda.barron@pathfinderce.com

- Responsible for the Public Involvement Program.
 - Background in community health, sustainability initiatives and advocate of bold, progressive social and environmental policies.
 - From St. Catharines, Ontario.
-
- 

About PACE Canada

Who We Are

- PACE Canada Development LP is a Canadian company focused in Alberta backed by sustainability investors in the UK and Germany.
- Growing Canada's pipeline of clean energy projects in central and southern Alberta.

Our Focus

- Utility Scale Solar
- Wind
- Battery Energy Storage

Our Values

- Collaboration
- Accountability
- Passion

Renewable Energy Projects



- **54 MW of Energized Solar Projects**
- **1.9 GW of solar/wind projects (listed below) in development**
- **1.1 GW of battery energy storage systems (BESS) in development**

Distribution Projects

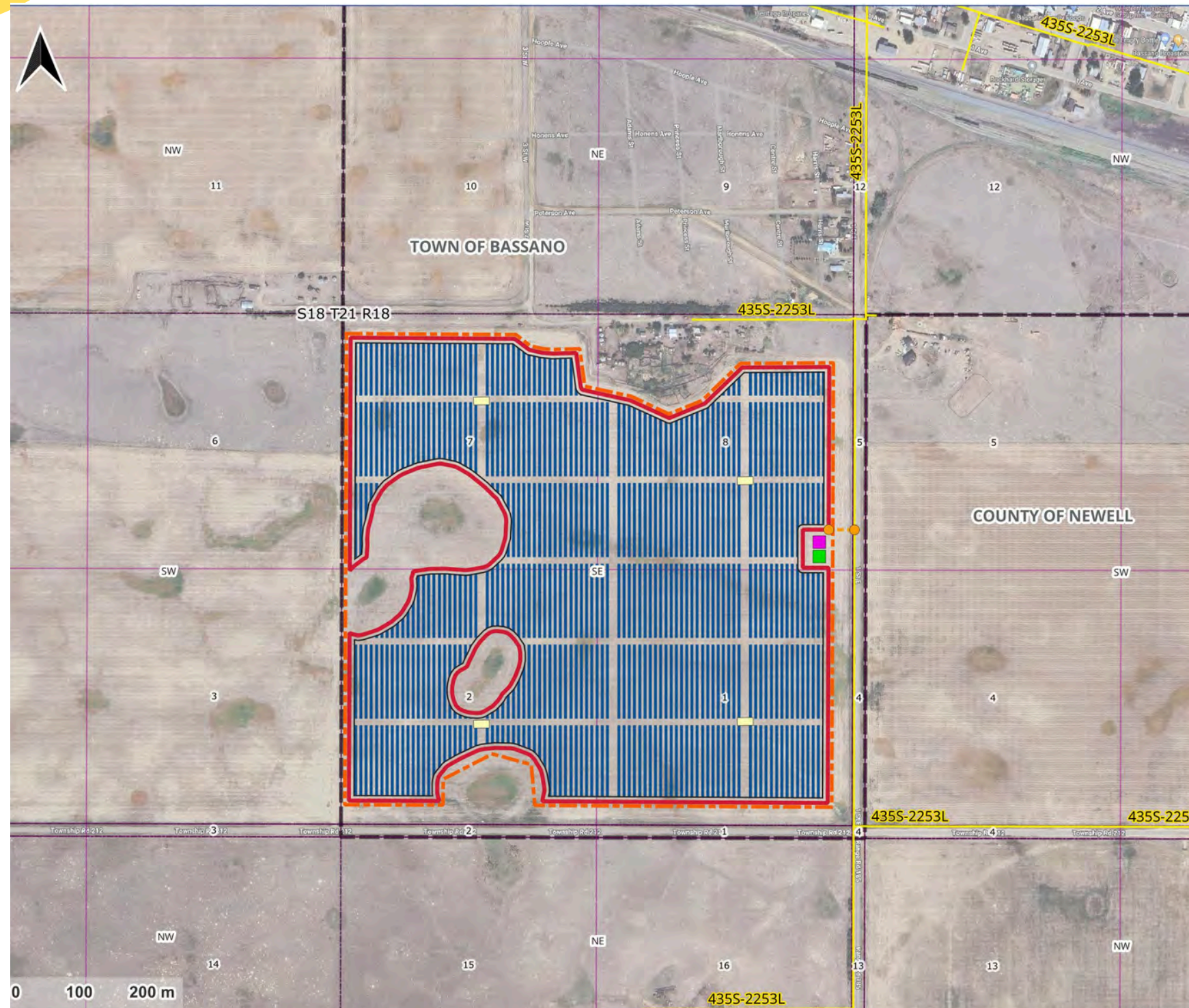
- Viking: 9 MW
- Sheerness: 13 MW
- Provost: 14 MW
- Wainwright: 14 MW
- Caroline: 14.6 MW
- Loughheed: 14.8 MW
- Bassano: 15 MW
- Killam: 21.6 MW
- Brooks: 26 MW

Transmission Projects

- Harvest Sky I & II: 40 MW
- Mannix Mine: 59 MW
- Joffre III: 300 MW
- Sheerness III: 310 MW
- Paintearth: 330 MW
- Wind River: up to 700 MW



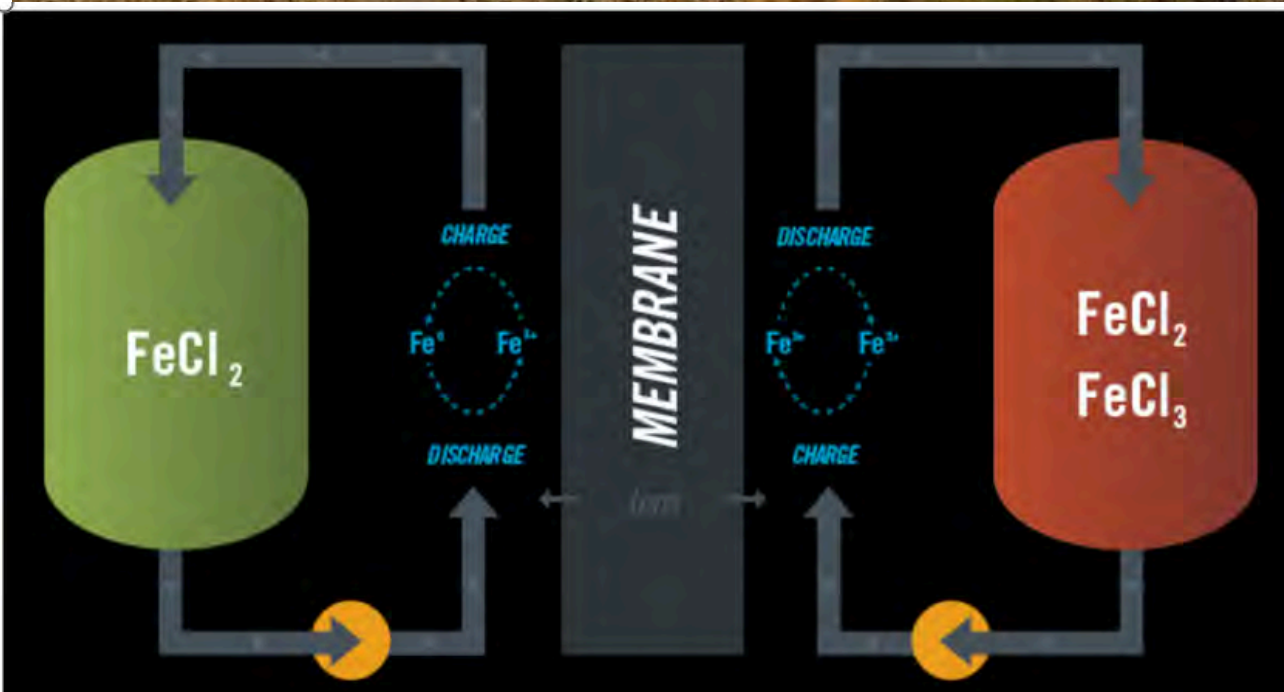
Project Details



- 15 Mega Watts Alternating Current
- 115 acres cultivated land
- 29,280 bi-facial solar panels
- Single-axis trackers
- 4 SMA SC 4000 UP Solar Inverters
- Fortis Bassano 435S (25 kV)
- Class 4 & 5 lands
- 3MW Iron Flow Battery Energy Storage

Battery Energy Storage

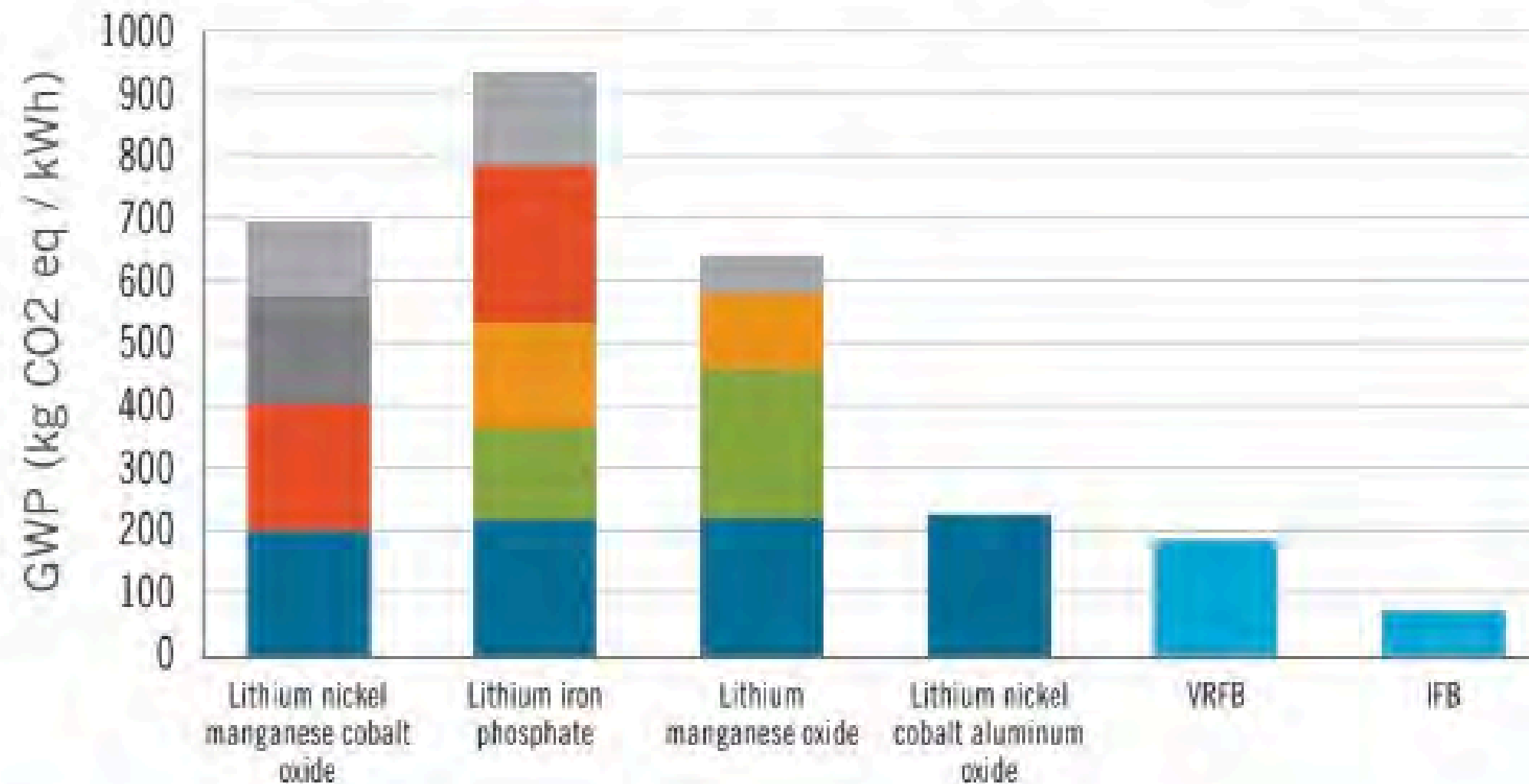
Iron Flow



- Safe, sustainable and recyclable.
- Long duration to improve grid resiliency with up to **12 hours of storage**.
- 30+ years life span with no capacity to fade or degrade.
- **NO** critical minerals such as vanadium, lithium, or cobalt, reducing the environmental impacts associated with the supply chain and reducing their lifecycle greenhouse gas footprint.
- ESS batteries are easy to site and safe to operate.

Battery Energy Storage

Not All Energy Storage Solutions Are Created Equal



Applicable research reports and studies

- Application of LifeCycle Assessment to Nanoscale Technology: Lithium-ion Batteries for Electric Vehicles
- Life Cycle Assessment of a Lithium-Ion Battery Vehicle Pack
- Life Cycle Environmental Assessment of Lithium-Ion and Nickel Metal Hydride Batteries for Plug-In Hybrid and Battery Electric Vehicles
- Flow battery production: Materials selection and environmental impact
- Environmental and Preliminary Cost Assessments of Redox Flow Batteries for Renewable Energy Storage
- Environmental impact analysis and process optimization of batteries based on life cycle assessment
- Comparative life cycle assessment of lithium-ion battery chemistries for residential storage

The graph above displays the Global Warming Potential (GWP) measurements of varying batteries. As noted, ESS Inc.'s all-iron technology proved to be the cleanest compared to batteries using vanadium and zinc.

1. Haoyang, He et. Al. Flow Battery Production: Materials selection and environmental impact. Journal of Cleaner Production, v. 269, 1 October 2020: <https://www.sciencedirect.com/science/article/abs/pii/S095965262031787X?via=ihub>

Battery Energy Storage

Iron Flow



- **Iron Salts:** The active material for the battery's electrochemical reactions. Iron is abundant, non-toxic, and inexpensive, making it an attractive choice for large-scale energy storage.
- **Electrolyte Solution:** Water with dissolved iron salts. The electrolyte solution facilitates the flow of ions across the battery, enabling energy storage and release.
- **Membrane:** A critical component that separates the two halves of the battery while allowing certain ions to pass through during the charging and discharging processes.
- **Titanium Electrodes:** Titanium is used for the electrodes due to its durability and resistance to corrosion, which are essential for the battery's longevity and efficiency.
- **Additives:** Various additives might be added to stabilize the electrolyte solution and enhance the battery's performance.

Battery Energy Storage

Lithium compared to Iron Flow



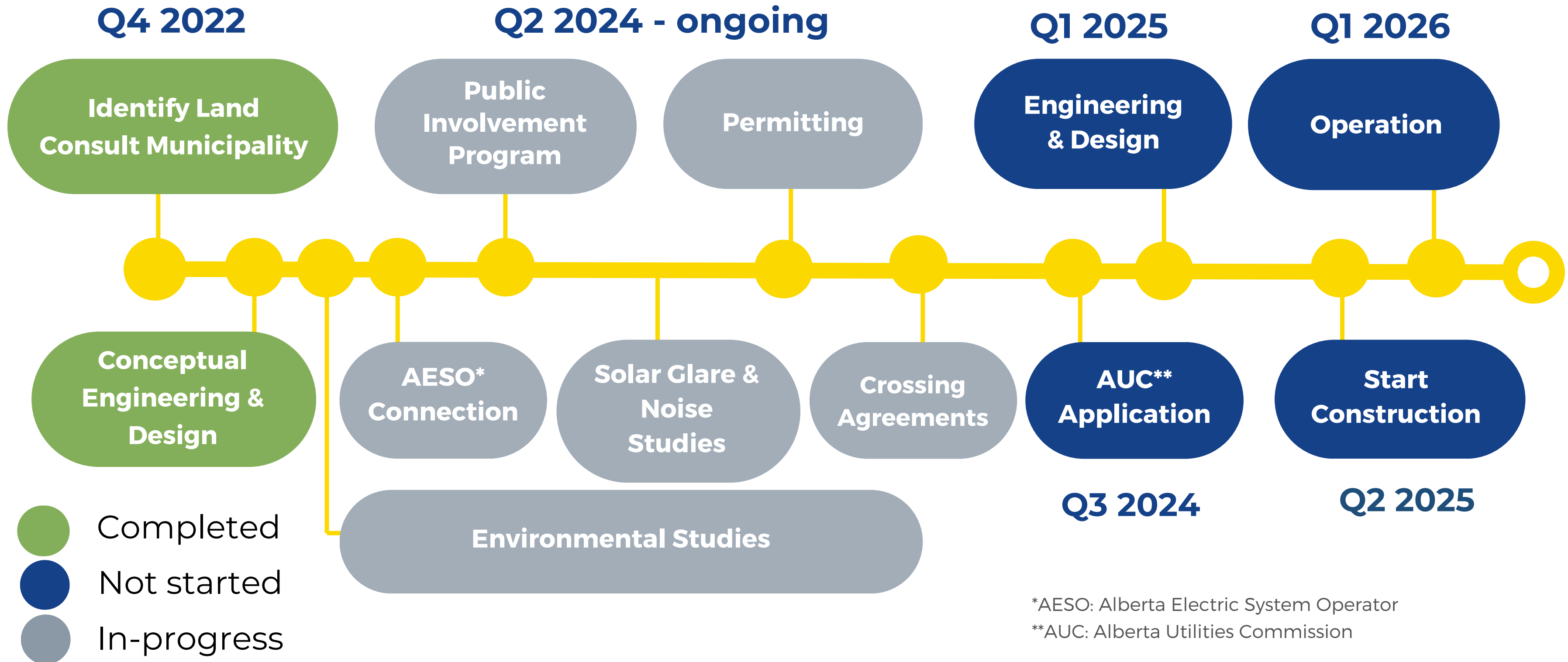
Lithium-ion Chemistry:

- Contain a wide variety of rare materials
- At end of life, chemistry classified as hazardous waste
- High recycling costs
- Highly combustible can result in thermal runaway

Iron flow Chemistry:

- Contain no toxic materials
- Designed to be broken down into components and recycled
- Are designed for a 30-year operating life without cell replacements required
- Not combustible - unable to self-sustain a fire; no thermal runaway.
- Require no special permits for disposal
- Can easily be broken down into components and recycled

Bassano Project Timelines

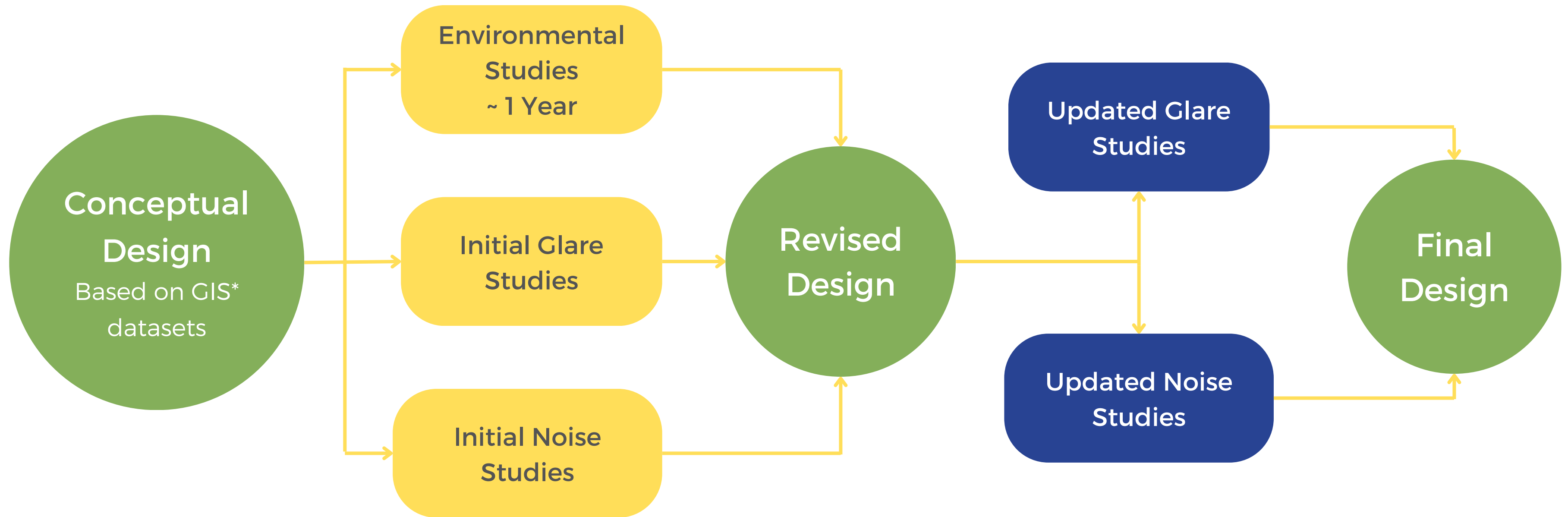


*AESO: Alberta Electric System Operator

**AUC: Alberta Utilities Commission

Required Studies

Environmental Driven Design



*GIS: Geographic Information System - mapping geographic and spatial data

Studies

Environmental Assessment



- PACE hired independent experts, Strum Environmental Consultants, to determine the potential impacts of solar farms on wildlife, wetlands, and water bodies.
- Bassano is an urban project exempt from four seasons of studies. A waiver letter has been received from the AEP.
- Studies are underway and will be completed by Q3 2024. Studies include BESS system co-located on-site
- The Environmental Protection Plan and Conservation and Reclamation Plan will be posted on the project website after AEP referral letter is received

info.pathfinderce.com

Studies

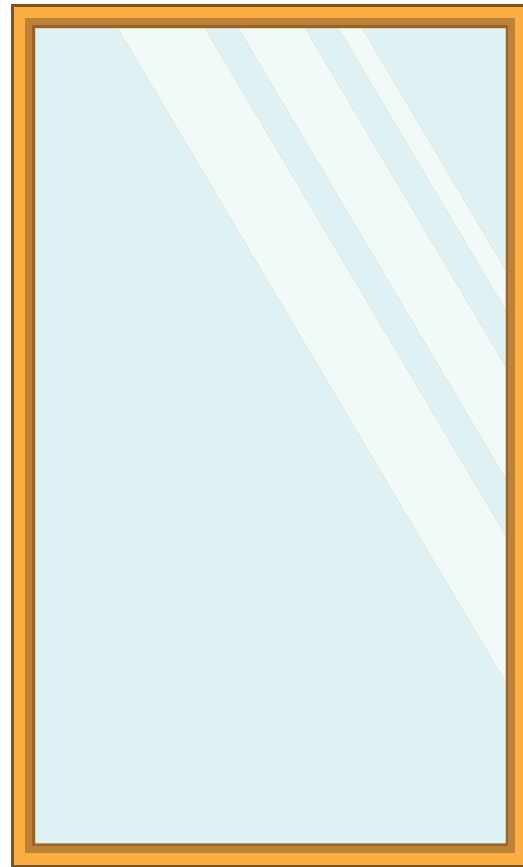
Solar Glare Hazard Assessment



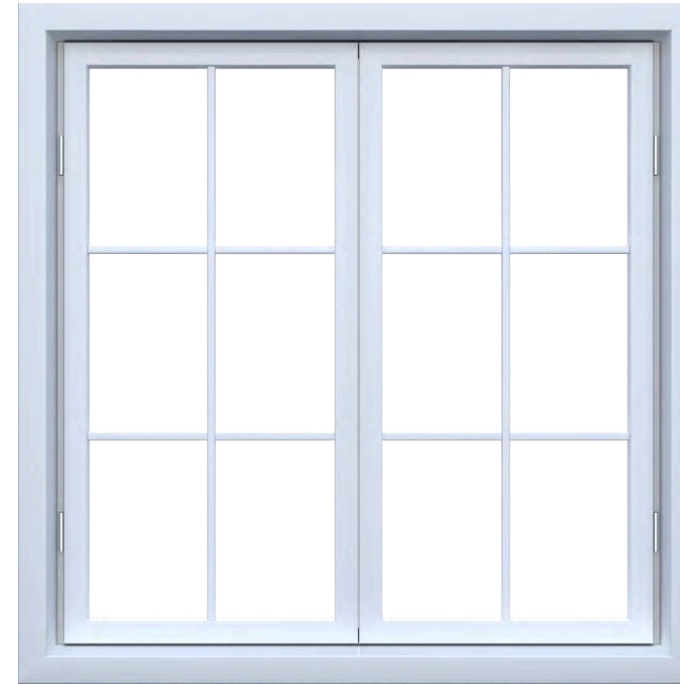
- PACE hired Green Cat Renewables experts to conduct a Solar Glare Hazard Assessment.
- Scope includes an assessment of glare levels on receptors from nearby roads, dwellings, aviation traffic and communication towers.
- The results will be available in Q3 and posted on the project website - **info.pathfinderce.com** - once completed.

Studies

Solar Glare Compared



Mirror
Reflects 99.9% of light



Low-emissivity (low-e) glass
Reflects 40%-70% of light

Heat-absorbing glass
Reflects 55% of light



Solar Panel
Reflects less than 3% of light

Sources: <https://www.nrel.gov/docs/legosti/old/15860.pdf>

<https://www.nrel.gov/state-local-tribal/blog/posts/research-and-analysis-demonstrate-the-lack-of-impacts-of-glare-from-photovoltaic-modules.html>

Noise Assessment



- PACE hired Green Cat Renewables, leading experts in noise impact assessments, to assess the solar farm's noise impact on dwellings within a 1.5 km radius.
- Noise cannot exceed 50 decibels (the sound level of a normal conversation) during the day and 40 decibels at night (the sound of a typical household refrigerator).
- The Noise Impact Assessment will account for the BESS system, and the results will be available in Q3 on the project website
info.pathfinderce.com

Noise Assessment

Levels of Noise Compared



VERY LOUD Dangerous over 30 minutes	110	• Concerts (any genre of music) • Car horns • Sporting events
	100	• Snowmobiles • MP3 players (at full volume)
	90	• Lawnmowers • Power tools • Blenders • Hair dryers
Over 85 dB for extended periods can cause permanent hearing loss.		
LOUD	80	• Alarm clocks
	70	• Traffic • Vacuums
MODERATE	60	• Normal conversation • Dishwashers
	50	• Moderate rainfall
SOFT	40	• Quiet library
	30	• Whisper
FAINT	20	• Leaves rustling

AUC Rule 012

Approximate Receptor Noise limits

Daytime 60 dBa

Night 50 dBa

Solar Benefits

Economic



2021 Revenue:	~\$3,320,000
Solar Tax Revenue:	~ \$250,000
Net Increase:	~+7.5%

The increase in tax revenue for the proposed solar farm is estimated at \$250,000, which is approximately ~7.5% of Bassano's 2021 revenue.

Solar Benefits

Economic



PACE solar farms generate non-traditional revenue for farmers

- Canadian farming is more difficult today
- Rising costs to farming have resulted in farm debt doubling since 2000. Debt stood at \$106B in 2022.
- More than half of farmers over 55 do not have a succession plan.
- A solar farm, especially alongside of agrivoltaics, is a sustainable and innovative revenue source that can protect Alberta farmers and future food production in Canada.



Solar Benefits

Economic



- Leveraging a local hiring strategy, this project will generate up to 100 temporary construction jobs over a 10-12 month period
- The external expenditure into the Bassano and surrounding communities through purchase of goods and services such as food and accommodation with a 2-7 times the economic multiplier effect
- The final project will generate up to 2 full-time equivalent jobs as part of the ongoing maintenance and operation of the site.

Solar Benefits

Environmental



- PACE's solar farms play a critical role in helping Canada achieve its goal of a net zero electrical grid by 2035.
- The Bassano solar farm will reduce carbon emissions by 14,700 tonnes every year and 382,000 tonnes over the 30 year initial life time of the project.
- It will generate enough energy to power 2,800 homes annually.

Solar Benefits

Environmental



- PACE solar farms increase biodiversity. We are conducting industry-leading research to develop best practices
- Increase perennial vegetation, increase carbon stores.
- Increase vegetation to improve soil health and soil structure.
- When site is used primarily for grazing, the lack of soil disturbance may increase wildlife access i.e. passerines (perching birds and song birds) small mammals and predators.
- Passive sequestration of carbon.

Solar Benefits

Environmental



- PACE solar farms improve soil health. PACE is conducting industry-leading research to develop best practices
- Reduced soil erosion
- Reduced soil disturbance
- Create and rejuvenate habitat
- Facilitate groundwater recharge
- Increase overall biodiversity
- Increase food production and nutrient value

Solar Benefits

Environmental



- PACE agrivoltaic solar farms enable continued agricultural activities.
- The Government of Alberta and the Alberta Utilities Commission support the practice of agrivoltaics on Alberta's farmland.

Solar Benefits

Community Benefits Agreement



In addition to the revenue provided through property taxes, PACE is investing \$20k per year to support community-driven initiatives and programs

Examples of PACE investing in communities and their initiatives:

- Arts and culture in Caroline
- School programs in Youngstown
- Hockey program in Brooks
- Economic development initiatives

*Solar generation at Bassano recreational facilities as a sustainable approach to CBA.

Battery Energy Storage Benefits



By adding ESS BESS to a solar system in Alberta's Energy-Only market, PACE can enhance the value proposition of the Bassano solar installation, by improving grid stability, reducing wholesale hourly price, and support the integration of PACE's renewable energy project, ultimately contributing to a more sustainable and resilient Alberta Integrated Electrical System (AIES).

1. Grid Stability

2. Peak Shaving

3. Energy Arbitrage

4. Grid Congestion Relief

5. Renewable Integration

6. Resilience

7. Benefits to Bassano: Community resiliency, 3MW is = \$9.2M investment & tax dollars

Common Stakeholder Concerns


Agricultural Lands

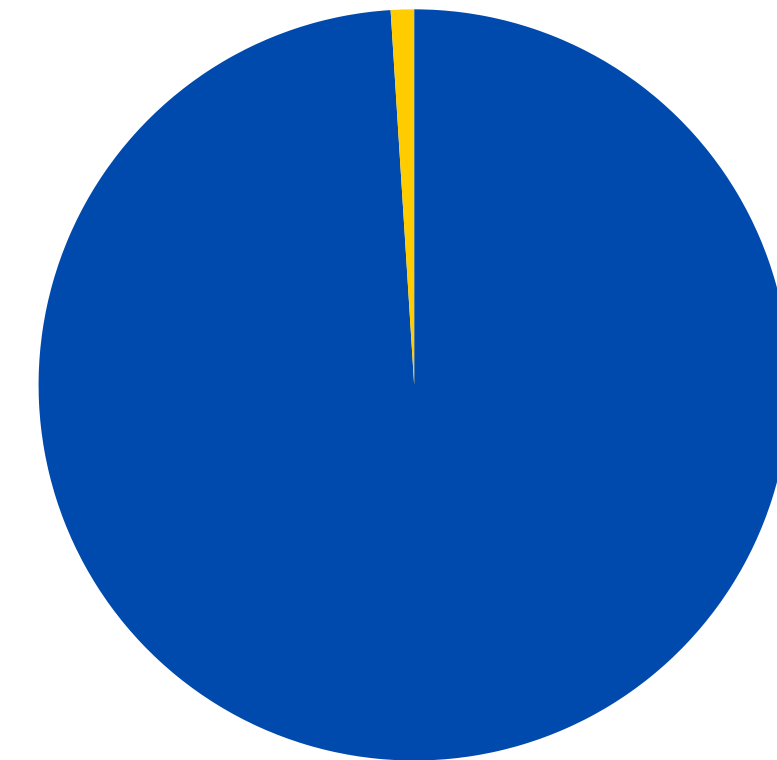
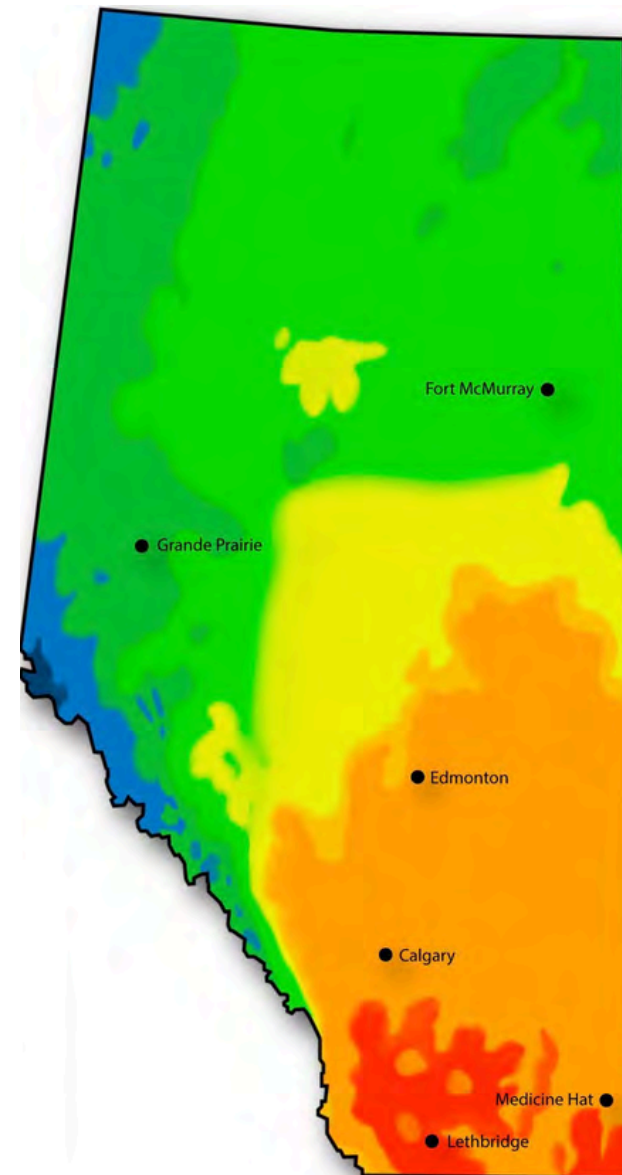
 Agricultural Lands

 1400 kWh solar energy / kW-yr

 1350 kWh solar energy / kW-yr

 Alberta's Agricultural lands - 49.2 million acres in 2021

 Land needed for renewables to achieve 'net zero' by 2035 (0.8%)



**The real cause for the loss of agr. lands in AB:
Alberta:**

- Urban expansion
- Rural residential subdivisions
- Oil and gas

Land Suitability Rating System



Renewable energy developers must identify which class of land they are proposing to develop on using the Land Suitability Rating System:

Class 1: No Limitations

Class 2: Slight Limitations

Class 3: Moderate Limitations

Class 4: Severe Limitations

Class 5: Very Severe Limitations

Class 6: Extremely Severe Limitations

Class 7: Unsuitable

PACE integrates agrivoltaics into its projects.

Land Suitability Rating System



According to the Land Suitability Rating System, the lands proposed for development are a combination of Class 4 & 5.

Farm Plan for Agrivoltaic Sites



- PACE partners with Agrivoltaics Canada and colleges and universities to promote Agrivoltaics on our solar farm sites.
- PACE develops a 7-year Farm Plan for all of our Agrivoltaic sites.
- Soil samples and analysis are taken prior to construction that exceeds the new requirements of the Alberta Utilities Commission.
- We develop suitable crop rotations and support farmers in transitioning to organic products, which is typically a three-year process.
- PACE has hired two Industry Expert Agrologists to develop Farm Plans.
- PACE has hired a senior wildlife biologist and soil scientist to become our first Sustainable Development Advisor.

Property Values



A complex issue which can depend on several factors:

- Size of the solar farm.
- Proximity of homes.
- Local real estate market.
- Community attitudes towards renewable energy.

Research findings are mixed:

- No negative impact on property values.
- Other studies show a slight decline in property values ranging from 1% to 2.5% on the high-end.
- In general, the closer the homes are to the solar farm, the more significant the potential impact on property values.

Some factors can offset negative impacts:

- Providing economic benefits to the community, such as job creation or lower energy costs may offset any negative impact on property values.

Commissioned Study

2020-2023 Tax Assessments & Sale Prices



-12,7000
Adjacent to the solar farm and direct view.



February 14, 2021 for \$860,000, 4.6% higher than 2021 assessed value.



+25,600
Adjacent with no direct view



June 2, 2022 for \$453,000, 38.5% higher than 2022 assessed value.



+11,200
Adjacent with no direct view.



October 10, 2023 for \$530,000, 35.3% higher than 2023 assessed value.



+48,000
Adjacent with no direct view.



July 2, 2021 for \$779,500, 6.2% higher than 2021 assessed value.

Commissioned Study

2020-2023 Tax Assessments & Sale Prices



-15,900
East of solar farm, direct view.



April 7, 2021 for \$455,000, equivalent to assessed value.



+283,400 E
East of solar farm, no direct view.



April 6, 2022 for \$605,000, 9.4% higher than 2022 assessed value.



-13,200
2.5 kms away from the Brooks Solar Farm.



No sales transaction.



-27,800
2.5 kms away from the Brooks Solar Farm.



April 19, 2021, 2021 for \$540,000, equivalent to assessed value.

Clean-up Costs



The AUC requires developers to provide details on how they will ensure funds are available to cover the clean-up cost at the end of the project's lifetime.

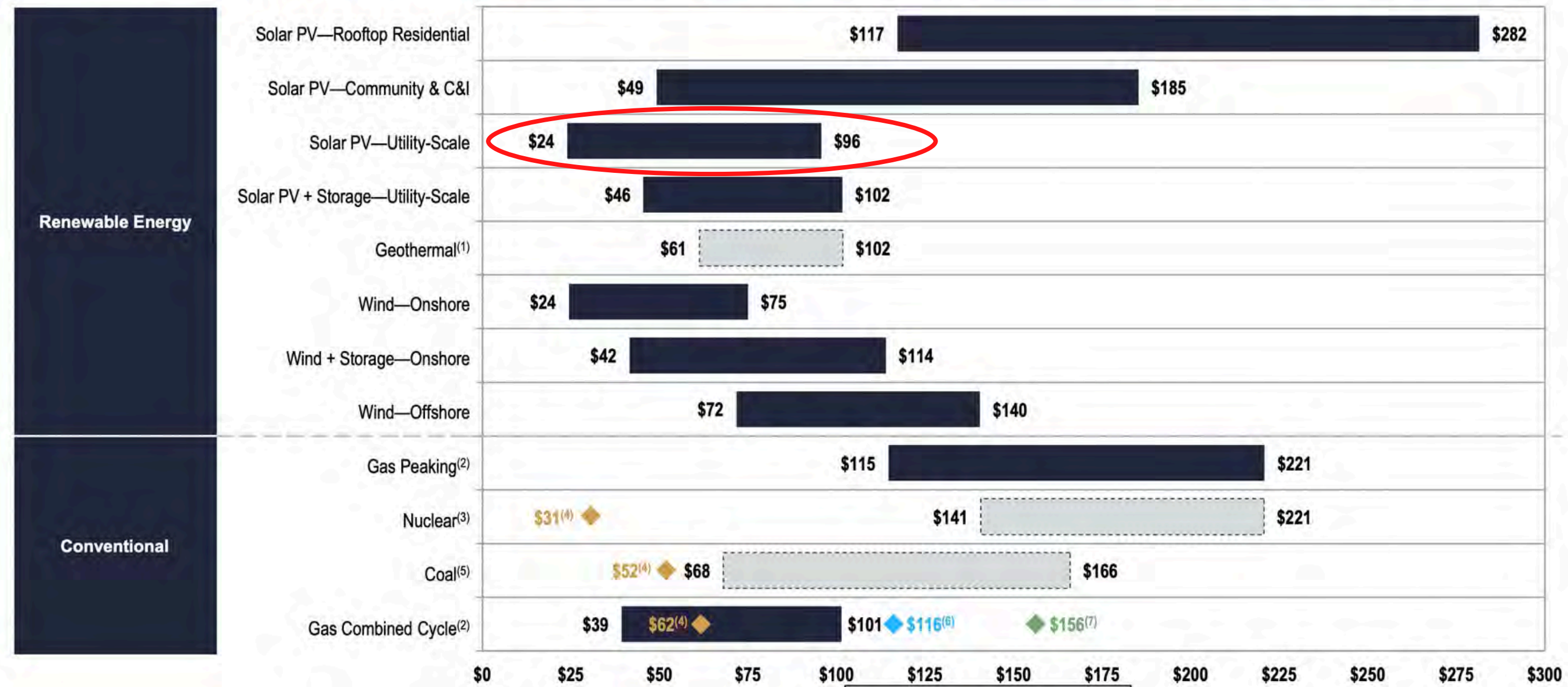
- PACE begins investing in a fund through a central bank in year one on a per megawatt basis.
- The clean-up fund is built into the landowner lease agreement, where the landowner is named beneficiary should PACE become insolvent.
- In addition to the fund, at the end of the service life the equipment has a salvage value of 25% of its cost.
- The total clean-up costs, including a surplus, will be reached by year 9 and account for inflation increases.



Levelized Cost of Energy

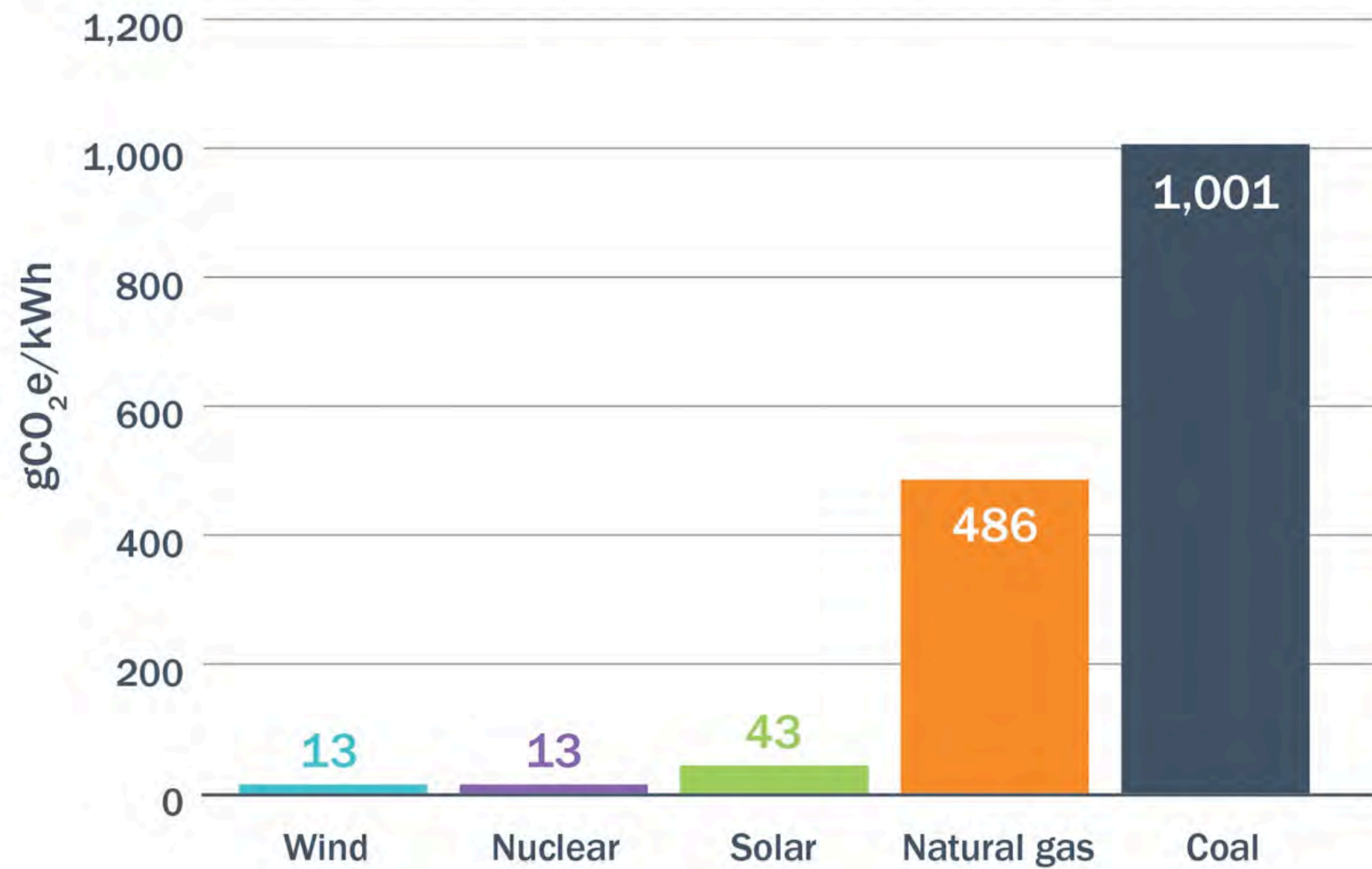
Levelized Cost of Energy Comparison—Unsubsidized Analysis

Selected renewable energy generation technologies are cost-competitive with conventional generation technologies under certain circumstances



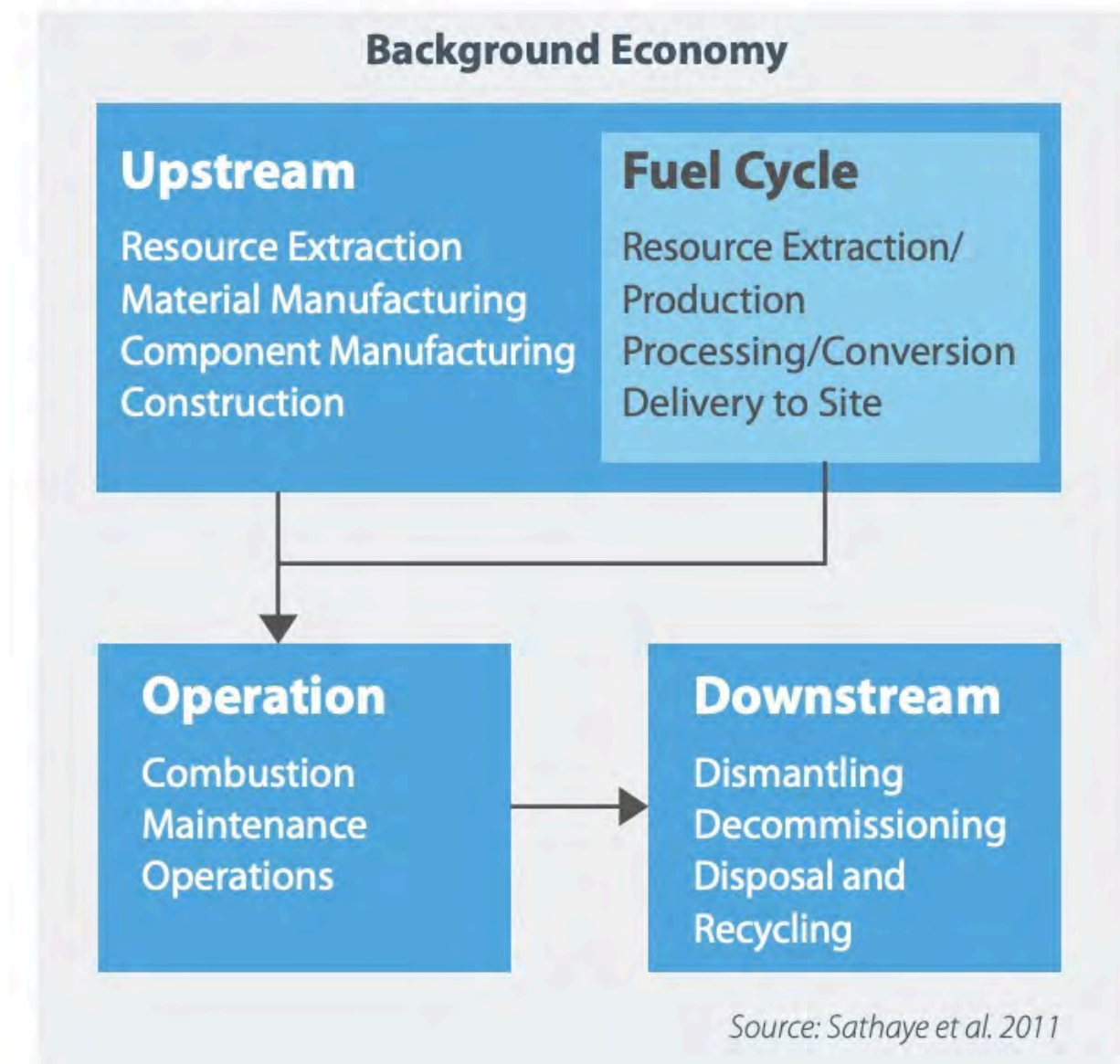
Lifecycle GHG Emissions by Energy Type

Median total life-cycle emissions



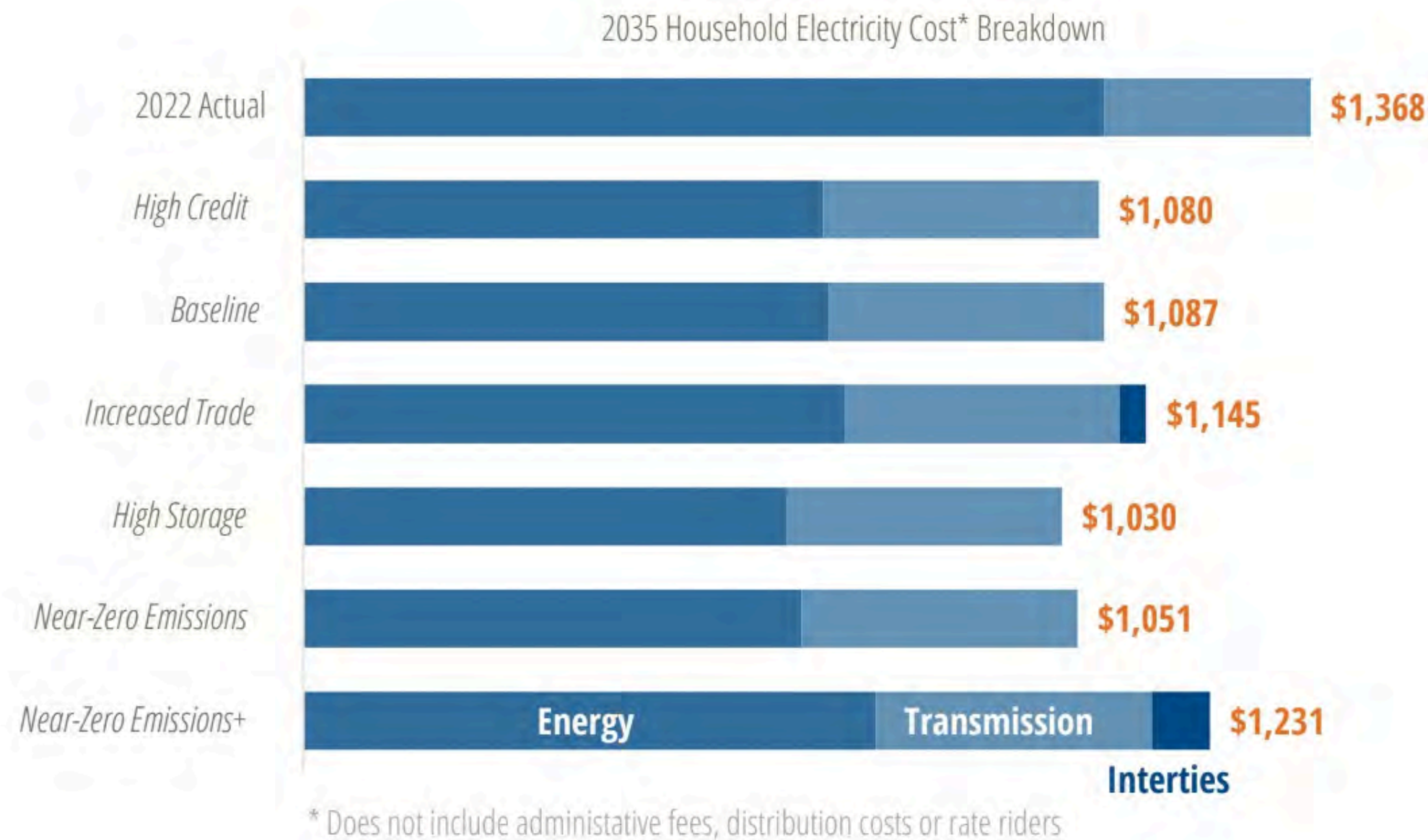
Source: NREL

Figure 1. Generalized life cycle stages for energy technologies



Source: Sathaye et al. 2011

How solar and wind effect the cost of electricity



The rapid expansion of solar and wind energy in Alberta will offset the cost of maintaining and expanding transmission infrastructure. The cost of electricity will be cheaper for consumer households in 2035 than it was in 2022.

Figure 16. Contributing factors in 2035 household cost estimates by scenario

Pembina Institute. June 29, 2023. Will Noel and Binu Jeyakumar. Zeroing In Pathways to an affordable net-zero grid in Alberta. Retrieved from <https://www.pembina.org/pub/zeroing-in>



Electromagnetic Fields



Household Appliances EMF Frequency Range:

Household appliances typically operate at power frequencies (50-60 Hz for AC-powered appliances), although certain devices like microwave ovens may operate at higher frequencies (e.g., 2.45 GHz for microwaves).

Solar Farm Equipment EMF Frequency Range:

Solar panels, inverters and transformers is typically around 50-60 Hz.

EMF energy dissipates quickly with distance from the source. There are no known health risks associated with low EMFs.

Emergency Response Plan (ERP)



PACE develops a site-specific Emergency Response Plan and engages local fire authorities to gather feedback and ensure a mutual understanding and agreement of the ERP should a fire incident or injury occur.

Hail & Other Damage



- The National Renewable Energy Laboratory analyzed data from 50,000 solar energy systems. Only 0.1% of all PV systems reported being affected by damaged or underperforming modules per year, and less than 1% each year had hardware problems.
- Despite hurricanes, hail, shading, vandalism, and hook-up delays, approximately 85% of all systems each year produced 90% or more of the predicted electricity, and the typical system produces more than predicted.

Heating & Cooling Effects



- Some solar farms can contribute to increased heating mainly due to reduced vegetation in the project area.
- Solar farms can also have cooling effects under certain conditions through the albedo effect and increased shading from the solar panels.
- PACE projects increase vegetation and due to the shading created by the solar panels are more likely to result in a slight cooling effect.

Contact Information



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jon.poulin@pathfinderce.com

Rhonda Barron
Project & Communications Coordinator
rhonda.barron@pathfinderce.com

County of Newell/City of Brooks

JOINT SHARED SERVICES COMMITTEE



MAY 14, 2024

BROOKS FIREHALL – 1:00 P.M.

NOTES

Present:

County of Newell

Reeve Arno Doerksen
Councillor Greg Skriver
Councillor Neil Johnson
Councillor Kelly Christman
Matt Fenske, CAO

Village of Duchess

Yvonne Cosh, CAO

Others

Brandi Doerksen, EID
Jaime McIntosh, Brooks Region Tourism
Sandra Stanway, Brooks Bulletin

City of Brooks

Mayor John Petrie
Councillor Mohammed Idriss
Councillor Joel Goodnough
Amanda Peterson, Deputy CAO
Lisa Tiffin, Manager, Community Development
Mitchell Iwaasa, Economic Development Officer
Liam Bryant, Economic Development Summer Student
Jenny Wallace, Executive Assistant/Recording Secretary

Town of Bassano

Mayor Irv Morey

Village of Rosemary

Deputy Mayor Yoko Fujimoto
Sharon Zacharias, CAO

1. CALL TO ORDER

Chair M. Idriss chaired the meeting, and called the meeting to order at 1:00 p.m. Introductions were done around the table.

2. AGENDA ADDITIONS/DELETIONS

There were no additions/deletions to the agenda.

3. APPROVAL OF AGENDA

MOVED by J. Goodnough that the agenda be adopted.

MOTION CARRIED

4. APPROVAL OF PREVIOUS MINUTES

MOVED by G. Skriver that the Minutes of the Joint Shared Services Committee Meeting held April 9, 2024 be adopted.

MOTION CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes.

6. BUSINESS

a) Delegation

Eastern Irrigation District – Aquatic Invasive Species Presentation

B. Doerksen made a presentation to the Committee on the Eastern Irrigation District's Aquatic Invasive Species Prevention that covered the following areas:

- Background information on the EID;
- Aquatic Invasive Species Prevention;
- County of Newell Bylaw No. 2021-21 (Boating Safety & Aquatic Invasive Species);
- EID Aquatic Invasive Species Program Statistics; and,
- Alberta Provincial Program Statistics.

There was discussion about the following:

- Moratorium on all out of Province watercraft;
- Local and Provincial Inspection Stations;
- Other Irrigation Districts that have AIS Programs;
- AIS Programs in other Provinces;
- Advocating to the Province for a more robust Program; and,
- Boating at secondary lakes.

Chair M. Idriss thanked B. Doerksen for her presentation.

B. Doerksen left at 1:20 p.m.

b) Delegation

Brooks Region Tourism Update

J. McIntosh provided an update on Brooks Region Tourism:

- Grant received for the development of a three to five year Agritourism Strategic Plan;
- Applied for a Travel Alberta Grant (Summer/Fall Digital Marketing Program);
- Tourism Zone Project – Travel Alberta is looking at this;
- Brooks Aqueduct meeting hosted at the County;
- I Love Local Campaign Project (opportunity for Municipal Heritage Sites);
- Game App (3km Route);
- Working with the radio station to market upcoming events;
- Attended the Calgary Outdoor Show;
- Printing tri-fold brochures this year to distribute to visitor centres;
- New Travel Planner coming out this year;
- Two big sporting events coming here; and,

- Experience Development Funding.

There was discussion on the following:

- Promoting the Kinbrook Pathway – J. McIntosh advised that she hasn't done a lot of promotion on this to date; but is open to ideas;
- Rotary Pump-It Up Run – M. Iwaasa advised that the number of participants increased, and that 50% were from outside of the Region;
- Need for more campgrounds; and,
- Popularity of Disc Golf (marketing opportunity).

Chair M. Idriss thanked J. McIntosh for her update.

J. McIntosh left at 1:55 p.m.

c) **RhPAP**

L. Robinson provided an overview of her report for May 2024.

d) **Doctor Recruitment and Retention**

L. Tiffin advised that RhPAP held their April Board meeting in Brooks, and there were elected officials that attended the dinner with the Board. She added that the RhPAP Board attended the dinner with the UCLIC medical students.

One Clinic Model

L. Tiffin circulated a Request for Decision she prepared regarding the Community Clinic Proposal. She advised that staff has continued to work with Ryan Adams, the consultant from Refine Financial Inc., to develop the concept of a Community Clinic. After reviewing the initial proposal, it became clear that some additional work needed to be done to better define the "goalposts" for what the municipal risks might be. To do this, the consultant will need to come to the Region to speak to a few doctors to determine their costs and expectations for a community clinic. To formalize the relationship, the consultant has developed an agreement for this purpose. The agreement would cover payment of \$7,000 per month for approximately three months while the consultant collects the necessary information.

MOVED by J. Petrie that the Joint Shared Services Committee enter into a consulting agreement with Refine Financial Inc. to further develop the Community Clinic Proposal and determine the municipal risk share potential.

The Committee discussed the following:

- Ability to reduce the three month timeframe to a shorter period if deemed necessary;
- Identify goal posts in the agreement;
- Buy-in from local doctors;
- Should be no risks to the City/County;
- Benefits of a one-clinic model;
- Pros and Cons of a privately owned model;
- Community Clinic model is attractive to new doctors/nurse practitioners;
- Doctors don't have the time to manage a clinic – looking to the community to champion it; and,
- Developing an RFP for one or both models.

Chair M. Idriss called for a vote on the above motion.

MOTION DEFEATED

MOVED by N. Johnson that the Community Clinic Proposal be tabled.

MOTION CARRIED

L. Robinson left at 2:48 p.m.

e) **Economic Development Report**

M. Iwaasa presented the following items from his report:

- IQubed Conference;
- UCLIC Orientation;
- Seeds of Change Rural Immigration Conference;
- Workforce Development and AAIP;
- NewGrow Spring Intake; and,
- Southeast Alberta Chamber of Commerce to hold Brooks Newell Business Mixer on May 15.

M. Iwaasa introduced L. Bryant, the Economic Development summer student. He also noted that K. Nagy has returned to work another summer with the City.

f) **Proposed FCSS Agreement Changes and Letter from Village of Duchess**

Chair M. Idriss advised that the proposed FCSS Agreement will be brought back to the next meeting, due to time constraints.

g) **City/County Recreation Agreement Review Meeting Date**

Chair M. Idriss advised that this item will also be brought back to the next meeting; again due to time constraints.

h) **Canadian Sustainable Standards Board**

M. Fenske spoke about the how the Canadian Sustainability Standards Board (CSSB) is rushing the development of “sustainability and climate related disclosures” for Canadian businesses, know as the Canadian Sustainability Disclosure Standards (CSDSs). He advised of the potential negative impact of sustainability reporting requirements on decision-making processes and the competitiveness of businesses; and that municipalities and rural businesses will also encounter significant challenges complying with the CSDSs. He noted that the deadline for public consultation is June 10. A. Doerksen also spoke about the Alberta Enterprise Group’s session today that he sat in on for an hour regarding the proposed standards.

M. Fenske advised of the County’s letter to the CSSB, which is included in the package that went to the Committee members; and that a sample letter template is also included.

L. Tiffin left at 3:19 p.m.

Chair M. Idriss advised that the Committee members can take this to their respective Councils for consideration. J. Petrie also noted that the members lobby their MP/MLA to oppose these proposed standards.

7. NEXT MEETING

The next regular meeting will be held on Tuesday, June 12, 2024 at 1:00 p.m. in the Brooks Fire Hall

8. ADJOURNMENT

MOVED by N. Johnson that the meeting adjourn at 3:27 p.m.

MOTION CARRIED

Signature of Chairman

Signature of Recording Secretary



May 13, 2024

Honourable Danielle Smith, ECA
Premier and Minister of Intergovernmental Relations
307 Legislature Building
10800 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier Smith:

Thank you for attending and speaking at Alberta Municipalities' Spring 2024 Municipal Leaders' Caucus in Edmonton on March 15, 2024. We sincerely appreciated you were willing to take questions from audience members and even extend your time to converse on matters that are important to municipal leaders.


During your address to the audience, you stated that the Government of Alberta will provide \$3.6 billion in capital funding support to municipal governments in 2024 consisting of:

- \$2.23 billion in municipal infrastructure support,
- \$577 million in capital maintenance and support,
- \$708 million in roads and bridges, and
- \$95 million in additional projects.

During that same speech you promoted that this funding support represents \$900 million more in funding than what the Government of Alberta will requisition from municipalities in 2024 through provincial property taxes.

Following the event, several of our members contacted our association seeking clarity on the figures. Based on our findings, we wanted to bring to your attention that only 48 per cent of that \$3.6 billion expenditure represents provincial funding for municipal governments. In the enclosure to this letter, we breakdown the numbers which involves:

Provincial Funding for Municipalities	(\$ millions)
Provincial funding programs for municipalities (\$722 million in Local Government Fiscal Framework Capital funding and \$188 million through competitive application programs).	910
Provincial funding for one-off municipal projects (not part of a formal funding program).	819
	\$1,729
Federal Funding for Municipalities & Provincial Expense on Provincial Infrastructure	
Funding from the Government of Canada that flows through the Government of Alberta to municipalities.	764
Provincial expenditures on provincially-owned highways and bridges, which are unrelated to the scope of municipal government operations.	1,116
	\$1,880
Total Quoted Expenditure	\$3,609



With \$1.88 billion of the \$3.61 billion consisting of a combination of federal funding for municipalities and provincial spending on provincial infrastructure, this means that only \$1.73 billion is the total provincial capital funding contribution to municipal governments in 2024. This highlights how total capital funding from the province is actually \$1 billion less than the \$2.7 billion that the Government of Alberta will requisition from municipalities this year. This demonstrates another reason that the starting amount of the Local Government Fiscal Framework Capital funding should have been set at \$1.7 billion instead of \$722 million.

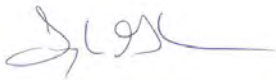
Review of the Provincial Property Tax System

We share this information to bring clarity to the clear inequity between funding to municipalities and provincial property taxes that are requisitioned from municipalities. This is why we applaud that your mandate letter to the Honourable Ric Mclver, Minister of Municipal Affairs, includes the initiative to review how the provincial property tax system can be changed to enable municipalities to retain more funding.

We optimistically wait for the result of that review to be shared and look forward to receiving an update on the expected timing.

If you wish to set up a meeting to discuss this or any other matter related to municipalities, I invite you to contact me by email at president@abmunis.ca or on my cell phone at (780) 312-0660.

Sincerely,



Tyler Gandam
President, Alberta Municipalities

CC: Honourable Nate Horner, President of Treasury Board and Minister of Finance
Honourable Ric Mclver, Minister of Municipal Affairs
Paul McLauchlin, President, Rural Municipalities of Alberta

Enclosure

ABmunis' Breakdown of Premier Smith's Quoted \$3.6 Billion in Funding for Municipalities

(\$ millions)	2024 Budget	% of Total
Provincial Programs for Municipal Infrastructure		
Local Government Fiscal Framework Capital	\$722	20.0%
Municipal Water and Wastewater Partnership	66	1.8%
Water for Life	50	1.4%
Strategic Transportation Infrastructure Program	44	1.2%
Local Growth and Sustainability Grant	20	0.6%
First Nations Water Tie-In	8	0.2%
	\$910	25.2%
One-Off Provincial Funding for Municipal Infrastructure (Not part of a formal funding program)		
Provincial portion of Edmonton and Calgary LRT ¹	425	11.8%
Calgary Deerfoot Trail upgrades	156	4.3%
Calgary River District and Event Centre	88	2.4%
Edmonton Terwilligar expansion	50	1.4%
Edmonton Yellowhead Trail	50	1.4%
Edmonton 50 th Street	8	0.2%
YYC Rail Connection	2	0.1%
<i>Projects Outside Calgary and Edmonton</i>		
Red Deer Regional Airport Expansion	20	0.6%
Capital Region Wastewater Treatment	10	0.3%
Fox Lake Access Improvement	6	0.2%
Designated Industrial Zone Pilot Project	4	0.1%
	\$819	22.7%
Federal Funding for Municipal Infrastructure that Flows Through the Government of Alberta		
Federal portion of Edmonton and Calgary LRT ¹	425	11.8%
Canada Community Building Fund	265	7.4%
Investing in Canada Infrastructure Program	73	2.0%
Clean Water and Wastewater Fund	1	0.0%
	\$764	21.2%
Provincial Investments in Provincial Highways and Bridges		
Highway rehabilitation projects	352	9.7%
Highway twinning, widening, expansion	151	4.2%
Bridge construction projects	121	3.4%
Edmonton/Calgary Ring Roads	73	2.0%
Highway 3 twinning (Taber to Burdett)	65	1.8%
Major maintenance	45	1.2%
P3 Ring Road Maintenance	39	1.1%
Multiple engineering projects	29	0.8%
Highway twinning south of Grande Prairie	24	0.7%
Slide repairs	21	0.6%
Highway 16A and RR20 intersection	20	0.6%
Highway 11 twinning (Red Deer to Rocky Mountain House)	17	0.5%
Highway 40 grade widening (Grande Cache to Hinton)	15	0.4%
Highway 201 Bow River Bridge on SE Stony Trail	14	0.4%
Other projects	131	3.6%
	\$1,116	30.9%
Total	\$3,609	100.0%

¹ \$425 million is an estimate based on news releases indicating that funding from the Government of Canada and Government of Alberta were about evenly split for each Calgary and Edmonton LRT project.

EXECUTIVE COMMITTEE MEETING MINUTES
April 11, 2024; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, April 11, 2024, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee:

Gordon Wolstenholme, Chair
Don Anderberg, Vice Chair
Scott Akkermans
David Cody
Christopher Northcott, Virtual
Brad Schlossberger, Virtual

Absent

Neil Sieben

Staff

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Guest

Derek Taylor, KPMG LLP

Chairman Wolstenholme called the meeting to order at 6:00 pm.

1. Approval of Agenda

Moved by: Don Anderberg

THAT the Executive Committee adopts the April 11, 2024 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Scott Akkermans

THAT the Executive Committee approves the March 14, 2024 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. KPMG LLP – Auditors’ Report and Financial Statements 2023

D. Taylor, of KPMG, presented the Financial Statements and Independent Auditor’s Report for the Year ended December 31, 2023 to the Committee.

D. Taylor stated that the purchase of the Parking Lot Improvement Project was funded from the Operating Reserve Fund, as there was no resolution indicating how the project would be funded. D. Taylor stated that the Committee could pass a resolution for the project to be retroactively paid through the Capital Reserve Fund as it is a capital improvement if they would like.

Moved by: Don Anderberg

THAT the Executive Committee fund the capital acquisition for the Parking Lot Improvement Project for \$165,481 out of the Capital Reserve Fund as of December 31, 2023.

CARRIED

The Committee discussed the report and presentation.

Moved by: David Cody

THAT the Executive Committee accepts the Auditor’s Report and Financial Statements for the year ended December 31, 2023 prepared by KPMG LLP, as presented subject to the approved change; and,

That the documents be sent to Municipal Affairs.

CARRIED

5. Official Business

a. Alberta Municipal Services Corporation Electricity Contract

L. Kuiper stated that we have recently re-signed with Alberta Municipal Services Corporation for a preferred electricity rate.

b. Subdivision Activity

L. Kuiper presented the Subdivision Activity statistics as of March 31, 2024 for information.

c. Office Lighting Upgrades

L. Kuiper stated that we have been collecting quotes from our local electricians to upgrade our current fluorescent lights to LED lights, as we have a number of lights that are in need of repair and the parts for fluorescent lights are becoming obsolete.

The Committee discussed the quotes presented, and potential grant funding.

Moved by: David Cody

THAT the Executive Committee directs Administration to move forward with replacing the interior lights, with the condition of researching potential grant funding, with the project to be funded from Capital Reserves up to a maximum of \$15,000.00.

CARRIED

d. Vehicle Replacement Discussion

L. Kuiper stated that the oldest fleet vehicle is a 2018 Chevy Equinox with approximately 150,000 kilometers. L. Kuiper stated that the vehicle was recently in for a check engine light because of a sensor detecting moisture, which has since dried up and is working normally. He stated that this is an issue that Chevrolet is aware of, and that the issue only occurs in extremely specific conditions of cold humid weather. L. Kuiper stated that the repair to negate the issue was quoted at \$1,800.00 and at this time Administration has determined that it will not be repairing the issue.

L. Kuiper stated that he was interested in selling the vehicle this year, which would result in the fleet being short 1 vehicle if a new one was not purchased.

The Committee discussed that a vehicle was initially included in the 2024 Budget but was removed due to budget constraints. The Committee discussed keeping the vehicle for the time being and reevaluating the situation in the fall once there is a better understanding of the year's financial outcome.

e. 2023 Annual Report Draft

R. Keer presented the 2023 Annual Report Draft to the Committee for review and feedback.,

Moved by: Don Anderberg

THAT the Executive Committee approves the 2023 Annual Report Draft, as presented, to be presented to the Board of Directors at the June Annual General Meeting.

CARRIED

6. Accounts

a. Office Accounts

L. Kuiper presented the Monthly Office Accounts for February and the Payments and Credits for January 2024 to the Committee.

b. Financial Statements

L. Kuiper presented Details of Account as of February 29, 2024 to the Committee.

Moved by: Scott Akkermans

THAT the Executive Committee approves the Monthly Office Account for February 2024 and the Payments and Credits for January 2024; and,

The Details of Account as of February 29, 202.

CARRIED

7. New Business

There was no new business for discussion.

8. CAO's Report

L. Kuiper presented his CAO Report to the Committee.

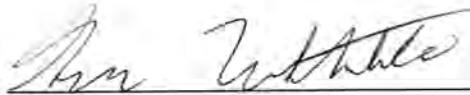
9. Round Table Discussions

Committee members reported on various projects and activities in their respective municipalities.

10. Next Meeting – May 9, 2024

11. Adjournment

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:28 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114112

May 21, 2024

His Worship Irvin Morey
Mayor
Town of Bassano
PO Box 299
Bassano AB T0J 0B0

Dear Mayor Morey:

Further to the information on Local Government Fiscal Framework (LGFF) funding announced on December 15, 2023, I am pleased to provide correspondence for your record confirming the 2024 LGFF Capital and LGFF Operating allocations for your community.

For the Town of Bassano:

- The 2024 LGFF Capital allocation is \$338,248.
 - This includes \$32,786 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2024 LGFF Operating allocation is \$100,418.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2025, your community will be eligible for \$385,143. Information on 2026 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2022/23 and 2023/24 has been confirmed and applied to calculate 2026 program funding. LGFF Capital amounts will be published annually on the program website each fall.

Further information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

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The LGFF program represents the culmination of significant work between the Government of Alberta and local governments across the province, and I am pleased the program will further our partnership in building Alberta communities together. I look forward to working with your community, and every local government across Alberta, as we continue to build strong and prosperous communities together.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is written in a cursive style with a large initial "R" and "M".

Ric McIver
Minister

cc: Amanda Davis, Chief Administrative Officer, Town of Bassano



Newell Housing Foundation

Minutes

May 7, 2024- 4:00 pm
CITY HALL- HAYES ROOM

Present: M. Wardrop, S. Smith, J. Slomp, Y. Fujimoto, K. Steinley, J. Petrie, A. Philpott, G. Miedema, A. Skanderup

Staff: S. Loewen

Regrets:

Chair K. Steinley called the meeting to order at 4:00 pm

1. Additions to/Adoption of Agenda

Moved by J. Petrie to accept the agenda as presented.

CARRIED

2. New Business

a) CAO Report

Items in the CAO report including vacancies and ongoing capital projects were discussed. A review of the Administration meetings and activities for the month was given.

Moved by A. Philpott to accept the CAO Report as information.

CARRIED

b) Letter to MLA

A letter to the MLA was presented to the Board for review and discussion regarding conversion of 2-bedroom units to 4-5-bedroom units.

Moved by M. Wardrop that the letter is sent as presented.

CARRIED

c) Smoke Rooms at Lodges

A discussion was held on restricting the use of cannabis in smoke form in the smoke rooms at the Lodges. The smoking of cannabis in the smoke room has caused many complaints from residents, staff, and visitors to the Lodge. The residents that live in suites near the smoke room are having the smell enter their rooms. The Board has directed the CAO to look into costs for increased ventilation in the smoke room and continue to work with staff and residents to resolve this. Information is to be brought back to the June board meeting.

d) Board Member Resignation

Board member G. Miedema has given her resignation to the Board as she is moving out of the province. Board member recruitment to fill this position is underway.

Moved by A. Skanderup to accept G. Miedema's resignation from the Board of Directors as a Member at Large.

CARRIED



e) Signing Authority- Bank

Moved by J. Petrie that G. Miedema be removed as a signing authority on all Newell Housing Foundation Accounts. Amanda Philpott to be added as a signing authority on all accounts. All other signing authorities remain the same.

CARRIED

f) Life Lease Signage in Bassano

A discussion was held regarding the Life Lease signage in Bassano. The sign is to be removed.

3. Old Business

a. Strategic Plan Scorecard

An updated Strategic Plan Scorecard was presented to the Board as information. This document outlines the Foundation's progress on the goals outlined in the strategic plan.

b. Bassano- Connection Flats Projects

There has not been word on if we were successful in our grant application to Alberta Health Continuing Care Capital Program yet. On April 3rd A. Davis, Irv Morey and myself travelled to Calgary to the Garden Loft Office to meet with Assistant Deputy Ministers David Williams and Greg Buchanon to showcase the Garden Loft units. ADM David Williams indicated interest in seeing a proposal for seniors independent units. These units would be eligible for funding through the Alberta Affordable Housing Partnership Program which is anticipated to open for intakes shortly. Garden Loft have prepared a design plan of what these may look like in relation to the small care home. The Board discussed these projects and would like to hold off on proceeding with this project until we are informed of the status of the pending grant application to the Small Care Home Stream.

c. Duchess Seniors Housing

The Village of Duchess is interested in replacing the seniors self-contained housing located in Duchess. The current 4 units are dated and not well suited to seniors. A few preliminary meetings have taken place with CAO S. Loewen and Board Member A. Phillipott. A meeting with Colliers Group was held to obtain a quote for services related to the project. CAO S. Loewen will attend a follow up meeting with Village officials on May 9th. The Board discussed this project and more information is to be brought back to the June board meeting.

4. Financial Statements

a. Multi Period Financial Statement

Moved by A. Skanderup to accept the Financial Statement as presented.

CARRIED

Consent Agenda Items

Moved by J. Slomp that the items listed in the Consent Agenda by accepted for information.

CARRIED

Meeting Date

The next meeting is June 4, 2024 at 4:00 pm in the Family Dining Room at Newbrook Lodge



Adjournment

The meeting was adjourned at 5:11 pm

Board Chair

Board Member