



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, DECEMBER 9, 2025, AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Barrhead....a quality community....giving a quality lifestyle

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – November 25, 2025
4. Public Hearings

There are no Public Hearings
5. Delegations

There are no Delegations
6. In-Camera
 - a) ATIA (Section 19) – Disclosure Harmful to Business Interests of a Third Party: Ag Society and Business Contracts.
7. New Business
 - (a) 2026 Council Meeting Calendar
 - (b) 2026 Operating and Capital Budgets
 - (c) Financial Statement Report – to September 30, 2025
 - (d) Cancellation of Utility Receivable Accounts
 - (e) Cancellation of Trade Receivable Accounts
 - (f) Water Commission Operating Agreement
 - (g) 2026 Budget - Barrhead Johnson Airport
8. Reports
 - (a) Council Reports

9. Minutes

- (a) Community Futures Yellowhead East – October 16, 2025

10. Bylaw

- a) 09-2025 - Municipal Public Utilities Bylaw

11. Correspondence Item

No correspondence items to review

12. For the Good of Council

13. Tabled Items

No tabled items

14. Old Business

No Old Business

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, NOVEMBER 25, 2025,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor Assaf , C. Botros, D. Kluin, R. Klumph, A. Oswald, D. Sawatzky and D. Smith

ABSENT S. Fylyshtan

Officials: Collin Steffes, CAO; Jenny Bruns, Director of Planning, Economic Development & Legislative Services; Jodie Lyons, Municipal Coordinator; Sheldon Flett, Director of Public Works; Mario Acevedo, Utility Operator, and Shallon Touet, Director of Parks and Recreation.

OTHERS Barry Kerton, Barrhead Leader; Sgt. Hack, Barrhead RCMP, Tyler Batdorf, CAO, and Mira Agnew, Administrative Assistant of Barrhead and District Social Housing Association. Also, Ryan Wirsz, P. Eng. Project Manager, Associated Engineering, Ed LeBlanc, Manager of Barrhead Regional Water Commission

CALL TO ORDER Mayor Assaf called the meeting to order at 5:30 p.m.

AGENDA The agenda was reviewed.

342-25 Moved by Cr. Sawatzky that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES The Minutes of the Town Council Organizational Meeting of October 28, 2025, were reviewed.

343-25 Moved by Cr. Oswald that the Minutes of the Town Council Organizational Meeting of October 28, 2025, be approved as presented.

CARRIED UNANIMOUSLY

The Minutes of the Town Council Regular Meeting of October 28, 2025, were reviewed.

344-25 Moved by Cr. Botros that the Minutes of the Town Council Regular Meeting of October 28, 2025, be approved as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

BARRHEAD RCMP

Mayor Assaf and Council welcomed Sgt. Hack from Barrhead RCMP at 5:32 p.m.

Sgt. Hack presented recent quarter statistics for calls and activities the detachment has been responding to. Included an increase in fraud attempts, and increase in mental health calls. He also informed Council the detachment is currently operating with four vacancies. He opened an invitation to Council to tour the RCMP’s Real-Time Operations Centre at the K Division in Edmonton.

EXITED Mayor Assaf and Council thanked Sgt. Hack from Barrhead RCMP and he exited Chambers at 5:45 p.m.

345-25 Moved by Cr. Kluin that the presentation from Barrhead RCMP is accepted as presented.

CARRIED UNANIMOUSLY

**BARRHEAD & DISTRICT
SOCIAL HOUSING**

Mayor Assaf and Council welcomed Tyler Batdorf, CAO, and Mira Agnew, Administrative Assistant of Barrhead and District Social Housing at 5:46 p.m.

Tyler Batdorf and Mira Agnew presented information about the Agency and the facilities and types of amenities and levels services they provide. They also spoke about the applicant waitlists to move into units.

EXITED Mayor Assaf and Council thanked Mr. Batdorf and Mira Agnew from Barrhead and District Social Housing and they exited Chambers at 6:18 p.m.

346-25 Moved by Cr. Sawatzky that Council accepts Barrhead and District Social Housing's presentation as information.

CARRIED UNANIMOUSLY

OLD BUSINESS

**BARRHEAD LAGOON
UPGRADES**

ENTERED Mr. Ryan Wirsz, P. Eng. Project Manager, Associated Engineering; entered the Meeting via video-conferencing at 6:21 p.m.

Mr. Wirsz, Mr. Flett, and Mr. Acevedo presented to inform Council of the new requirements by Alberta Environment and Protected Areas (AEPA) to treat sanitary water to address stricter effluent limits impacting treated water being discharged into natural water ways. Asking Council to consider the methodology, funding, and advocacy plan to address the upgrades.

EXITED Mr. Ryan Wirsz, P. Eng. Project Manager, Associated Engineering; exited the meeting at 7:08 p.m.

347-25 Moved by Cr. Smith that Council direct Administration to apply to the Alberta Municipal Water/Wastewater Partnership (AMWWP) program for funding to fully cover the estimated \$2.97 million cost of engineering design for an AL-SAGR wastewater treatment system upgrade, as part of a capital project with an estimated total cost of \$19.78 million.

CARRIED UNANIMOUSLY

348-25 Moved by Cr. Oswald that Council authorize Administration to forward the attached letter to the Minister of Alberta Environment and Protected Areas to formally advise the Province of the financial impacts the Town of Barrhead is experiencing as a result of enhanced provincial effluent treatment standards.

CARRIED UNANIMOUSLY

349-25 Moved by Cr. Sawatzky that Council authorize Administration to assume an AL-SAGR approach for the purposes of predesign discussions with Alberta Environment and Protected Areas (AEPA) and the associated engineering design, subject to the Town of Barrhead obtaining full grant funding to cover these costs.

CARRIED UNANIMOUSLY

NEW BUSINESS

**BARRHEAD REGIONAL WATER
COMMISSION GRANT APPLICATION**

ENTERED Mayor Assaf welcomed Mr. Ed LeBlanc, Manager of Barrhead Regional Water Commission at 7:11 p.m.

Ed LeBlanc, Manager of the Barrhead Regional Water Commission presented to Council requesting their support to submit an operating grant application to Alberta Municipal Affairs for funding of the Barrhead Regional Raw Water Supply Assessment – Phase 2 project and to additionally support the request by assigning the Town of Barrhead as the managing partner of the grant.

350-25 Moved by Cr. Sawatzky that Council support Barrhead Regional Water Commission’s application to Alberta Municipal Affairs under its Alberta Community Partnership Program for an operating grant of \$200,000.00.

CARRIED UNANIMOUSLY

351-25 Moved by Cr. Kluin that Council support Barrhead Regional Water Commission’s request to list the Town of Barrhead as the Managing Partner of the grant application and direct Administration to perform as such.

CARRIED UNANIMOUSLY

EXITED Ed LeBlanc, Manager of the Barrhead Regional Water Commission exited Chambers at 7:15 p.m.

RECESSED

352-25 Moved by Cr. Kluin that the meeting be recessed at 7:15 p.m.

RECONVENED

353-25 Moved by Cr. Sawatzky that the meeting be reconvened at 7:45p.m.

**ALL-SKILLS BIKE PARK
PROJECT UPDATE**

Shallon Touet, Director of Parks and Recreation presented to Council an update on the completion of the All-Skills Bike Park.

354-25 Moved by Cr. Kluin that Council accept the presented report as information.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENT
ENDING SEPTEMBER 30, 2025**

Collin Steffes, CAO presented to Council to accept the Monthly Bank Statement to September 30, 2025 as presented.

355-25 Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to September 30, 2025, as information.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENT
ENDING OCTOBER 31, 2025**

Collin Steffes, CAO presented to Council to accept the Monthly Bank Statement to October 31, 2025 as presented.

356-25 Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to October 31, 2025, as information.

CARRIED UNANIMOUSLY

**BACKYARD CHICKEN
DISCUSSION**

Jenny Bruns, Director of Planning, Economic Development and Legislative Services presented to Council to reintroduce the idea of having backyard chickens within the Town of Barrhead.

357-25 Moved by Councillor Smith that Council direct Administration to draft a bylaw permitting backyard chickens in the Town of Barrhead, and to review the Land Use Bylaw definitions for livestock and chickens. If ambiguity exists, Administration shall prepare the required Land Use Bylaw amendment and hold a public hearing prior to presenting the Backyard Chicken Bylaw.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of November 25, 2025, were reviewed:

- (a) Family and Community Support Services – Cr. Oswald
- (b) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (c) Barrhead Chamber of Commerce – Cr. Oswald
- (d) Municipal Planning Commission – Cr. Oswald and Cr. Botros
- (e) Barrhead Regional Water Commission – Cr. Oswald
- (f) Barrhead Accessibility Coalition – Cr. Kluin
- (g) Barrhead Regional Airport Committee – Cr. Kluin and Cr. Botros
- (h) Twinning Committee – Cr. Botros
- (i) Barrhead Library Board – Cr. Botros
- (j) Community Futures Yellowhead East – Cr. Botros

358-25 Moved by Cr. Smith that the following Reports to Council as of November 25, 2025, be accepted as information:

- (a) Family and Community Support Services – Cr. Oswald
- (b) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (c) Barrhead Chamber of Commerce – Cr. Oswald
- (d) Municipal Planning Commission – Cr. Oswald and Cr. Botros
- (e) Barrhead Regional Water Commission – Cr. Oswald
- (f) Barrhead Accessibility Coalition – Cr. Kluin
- (g) Barrhead Regional Airport Committee – Cr. Kluin and Cr. Botros
- (h) Twinning Committee – Cr. Botros
- (i) Barrhead Library Board – Cr. Botros
- (j) Community Futures Yellowhead East – Cr. Botros

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Community Futures Yellowhead East – June 18, 2025
- County of Barrhead – October 28, 2025
- County of Barrhead – November 4, 2025

359-25 Moved by Cr. Oswald that Council accept the minutes as information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

**AHS TREE OF HOPE
REQUEST LETTER**

Collin Steffes, CAO, presented a letter received from Alberta Health Services requesting support towards their Tree of Hope fundraising campaign.

360-25 Moved by Cr. Kluin that Council accept the correspondence as information.

CARRIED UNANIMOUSLY

**INTERNATIONAL DAY FOR
PERSONS WITH DISABILITIES**

Cr. Kluin presented a letter inviting attendance the public and Council to attend the International Day for Persons with Disabilities pancake breakfast on Wednesday, December 3 from 9:00 am to 11:30 am at the Barrhead Senior Drop In-Centre.

361-25 Moved by Cr. Oswald that Council accept the correspondence as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

- Cr. Kluin thanked the Barrhead Exhibition Association and Agricultural Society for hosting the Empowering Minds dinner with Ian Miller. The event was an impactful evening.
- Mayor Assaf commended Administration for encouraging and facilitating Town Staff and the Fire Department to attend the Empowering Minds presentations. It was a powerful meeting and an emotional presentation that encouraged the importance of supporting family and neighbors in an effort to further suicide prevention in our community.
- CAO, Collin Steffes, informed Council of the collaboration between Town Enforcement Services and Administration with the Co-op and FCSS to Cram-a-Cruiser. The event will be held on Friday, December 5, 2025 from 9:00 a.m. to 4:00 p.m.
- Cr. Botros extended her gratitude to Town Administration for being helpful and supporting her onboarding as a Councillor at the Town.

TABLED ITEM

**BARRHEAD PUBLIC LIBRARY
2026 BUDGET**

Collin Steffes, presented to Council to review additional information from tabled motion 332-25 and consider approving the Barrhead Public Library 2026 Operating Budget.

362-25 Moved by Cr. Sawatzky that Council approves the 2026 Barrhead Public Library Operating Budget as presented.

CARRIED UNANIMOUSLY

ADJOURN

363-25 Moved by Cr. Oswald that the Council Meeting be adjourned at 8:26 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes

REQUEST FOR DECISION

To: Town Council

From: Collin Steffes

Date: December 8, 2025

Re: 2026 Council Calendar Approval

1.0 PURPOSE:

For Council to consider and approve the proposed 2026 Council Standing Meeting Calendar.

2.0 BACKGROUND AND DISCUSSION:

Administration has prepared the 2026 Council Standing Meeting Calendar, outlining all regular Council meetings, statutory holidays, conference dates, and other key scheduling considerations for the year. The proposed calendar follows the traditional scheduling format used by the Town of Barrhead and ensures alignment with major municipal conference commitments, recognized holidays, and typical meeting cycles.

3.0 ALTERNATIVES:

1. Approve the proposed 2026 Council Standing Meeting Calendar as presented.
2. Amend the proposed calendar and approve as amended.
3. Refer the calendar back to Administration for further review or revisions.

4.0 FINANCIAL IMPLICATIONS:

None.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

An approved calendar provides clarity and transparency for Council, Administration, and the public regarding Council's meeting schedule for 2026.

8.0 ATTACHMENTS:

1. Proposed 2026 Council Standing Meeting Calendar.

9.0 ADMINISTRATIVE RECOMMENDATION:

That Council approve the proposed 2026 Council Standing Meeting Calendar as presented.

10.0 PROPOSED MOTIONS:

That Council approve the proposed 2026 Council Standing Meeting Calendar as presented.

(original signed by the CAO)
Collin Steffes, CAO

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
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22	23	24	25	26	27	28
29	30	31				

April						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
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					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



Council Meeting



Budget Meeting TBD



Statutory Holiday



Conference (Mar 16-18: RMA Spring Convention, June 4-7: FCM, & Sep 23-25: AB Munis Conference)

Note: December 24th = 1/2 Day off.

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: 2026 Final Operating and Capital Budgets

1.0 **PURPOSE:**

For Council to approve the 2026 Final Operating and Capital Budgets as presented.

2.0 **BACKGROUND AND DISCUSSION:**

The 2026 Final Operating and Capital Budgets have been prepared based on Council's decisions and directions provided during and following the budget meetings held with the Department staff. In-depth discussions took place to arrive at the final 2026 Operating and Capital Budgets. All changes directed by Council have been incorporated into these budgets.

The Town of Barrhead Assessor has provided 2026 assessment estimates in order for the final budget to be prepared. Based on these estimates, there will be an overall increase in taxable assessments. Once the final assessments are received, they will be provided to Council.

2025 TOTAL Taxable Assessment	556,026,900	
2026 ESTIMATED Increase to Residential Taxable Assessment	23,010,960	
2026 ESTIMATED Increase to Non-Residential Taxable Assessment	3,541,640	
2026 ESTIMATED Total Taxable Assessment	582,579,500	
2026 ESTIMATED TAXABLE ASSESSMENT (INCREASE)	26,552,600	4.8%

Municipal Taxes

In preparation of the 2026 Budget, Council reviewed the draft operating and capital budgets and directed several priorities for the year.

Costs for service delivery, gas and power utilities, insurance, fuel, materials and supplies, maintenance and contracted services, etc. were reviewed. Increased costs are usually funded in part by any increases in municipal assessments, user fees and charges, and the utilization of reserves.

Council determines the capital projects to be undertaken, funded by current tax levies, reserves and/or grants where applicable.

With the significant infrastructure the Town maintains for roads, underground utilities for water, sanitary sewer and storm drainage, as well as the facility maintenance, upgrades and all recreational facilities, funds are also required to be transferred to capital reserves for future projects.

In order to continue providing quality services and programs, the 2026 budget has incorporated a **1% increase to the municipal portion of the property tax rate for both residential and non-residential properties.**

A summary of municipal tax rates for the past eight years is as follows:

	2019	2020	2021	2022	2023	2024	2025	Proposed 2026
Residential Municipal Tax Rate	8.4775	8.4775	8.4775	8.4775	8.6301	8.8027	8.8907	8.9796
Non-Residential Municipal Tax Rate	14.0905	14.0905	14.0905	14.0905	14.3441	14.6310	14.7773	14.9251

An increase of 1% to the municipal portion of the property tax rate will result in an estimated increase in tax revenues, summarized as follows:

Assessment Changes	Estimated 2026 Assessment	Est. Net Municipal Taxes Raised Based on 0% Tax Rate Increase	Est. Net Municipal Taxes Raised Based on 1% increase to Municipal Tax Rate	Est. Net Increase Based on 1% increase to Municipal Tax Rate
2026 ESTIMATED Residential Assessment	433,505,100	3,854,164	3,892,705	38,541
2026 ESTIMATED Non-Residential Assessment	149,074,400	2,202,917	2,224,946	22,029
Total Estimated Tax Revenue Increase Based on Assessment Increases, with 1% increase to municipal tax rate				60,570

Council will be presented with detailed information regarding specific impacts to properties, along with requisition amounts, once final assessments are received and the 2026 Property Tax Bylaw is prepared.

2026 Operating and Capital Budgets

The Total Operating Revenue budget for 2026 is \$17,515,050.00 and the total Operating Expense budget is \$17,498,700.00 (excluding amortization expenses), for a surplus of \$16,350.00.

Attached are diagrams indicating the various sources of operating revenues (**Schedule A**), operating expenses by department (**Schedule B**), and operating expenses by category (**Schedule C**).

Schedule D provides a listing of the changes between the Pre-Interim Operating Budget and the Final Budget, along with a Comments section that explains why the change occurred.

Schedule E provides a comparison of the Net Municipal Requirements between the 2025 and 2026 Budgets.

The listing of the individual budget lines for the operating and capital budgets is attached as **Schedule F**. The overall budget has a **surplus of \$16,350.00**, which can be used to offset any unplanned expenses.

The total 2026 Capital Budget is \$4,938,690.00. The 2026 contribution from Operating to Capital is \$979,790. Attached is a listing of the 2026 Capital Budget Highlights for the major projects Council has approved for 2026 (**Schedule G**).

Schedule H provides a listing of changes between the Pre-Interim and Final Capital budget, along with a Comments section that explains why the change occurred.

The 2026 Capital Project Listing, including all sources of funding, is attached as **Schedule I**.

The 10 Year Capital Plan is attached as **Schedule J**.

2026 Capital and Operating Reserves

The 2026 Final Capital Reserves are attached as **Schedule K** and the 2026 Final Operating Reserves are attached as **Schedule L**.

Barrhead and District Historical Society Funding

A letter from the Barrhead and District Historical Society is attached as **Schedule M**. They are requesting their 2025 funding, which is in the 2025 operating budget for \$10,000.00. They also advise that they wish to appear before a future Council meeting to request additional funding for 2026. Additional funding, over and above the \$10,000.00, has not been incorporated into the 2026 operating budget at this time.

3.0 ALTERNATIVES:

3.1 Council provide Administration with further directions regarding the proposed 2026 Operating and Capital Budgets.

3.2 Council tables the proposed 2026 Operating and Capital Budgets and instructs Administration to provide further information at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

2026 Operating and Capital Budget approval.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The various departments would be required to adhere to the 2026 Operating and Capital Budgets.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Limited.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Municipal Property Tax Rate increase by 1% over 2025, for both residential and non-residential properties.

ATTACHMENTS:

Schedule A – Operating Revenues by Category – Summary Diagram

Schedule B – Operating Expenses by Department – Summary Diagram

Schedule C – Operating Expenses by Category – Summary Diagram

Schedule D – 2026 Operating Budget Change Listing

Schedule E – 2025 and 2026 Comparison of Net Municipal Requirements

Schedule F – 2026 Final Operating and Capital Budgets

Schedule G - 2026 Capital Budget Highlights

Schedule H – 2026 Capital Budget Change Listing, Pre-Interim vs Final

Schedule I - 2026 Capital Project Listing with Funding

Schedule J – 10 Year Capital Plan

Schedule K – 2026 Final Capital Reserves

Schedule L – 2026 Final Operating Reserves

Schedule M - Letter from Barrhead and District Historical Society

8.0 ADMINISTRATIVE RECOMMENDATION:

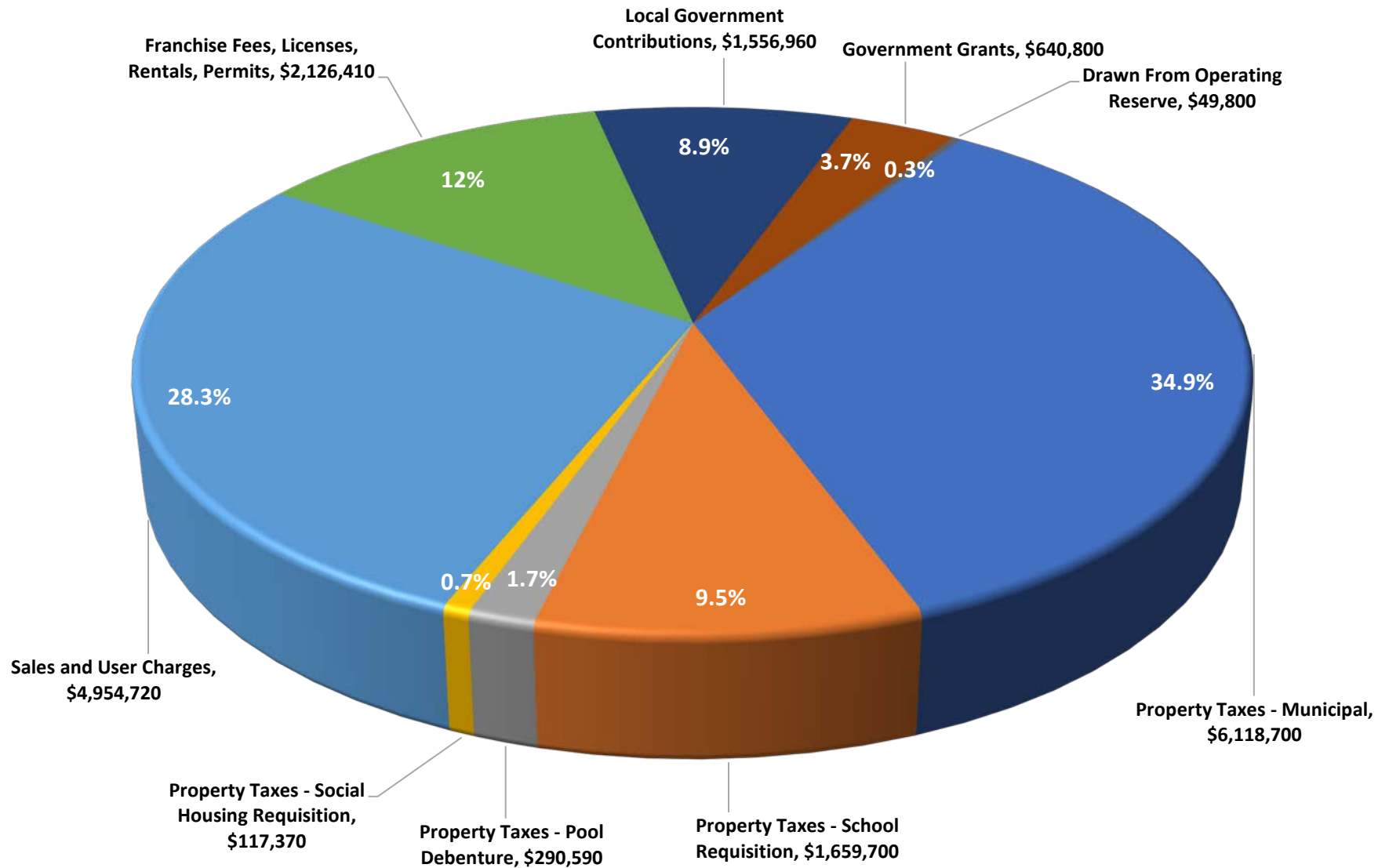
- a) That Council adopt the 2026 Operating Budget with Revenues of \$17,515,050.00 and Expenses of \$17,498,700.00, plus the amortization expense budget of \$2,166,600.00, for a surplus of \$16,350.00, as presented which includes an increase of 1% to the municipal portion of the residential, non-residential, farmland and machinery and equipment property tax rates for 2026.
- b) That Council adopt the 2026 Capital Budget with Revenues and Expenses Budgets totaling \$4,938,690.00, as presented.

9.0 PROPOSED MOTION:

- a) That Council adopt the 2026 Operating Budget with Revenues of \$17,515,050.00 and Expenses of \$17,498,700.00, plus the amortization expense budget of \$2,166,600.00, for a surplus of \$16,350.00, as presented which includes an increase of 1% to the municipal portion of the residential, non-residential, farmland and machinery and equipment property tax rates for 2026.
- b) That Council adopt the 2026 Capital Budget with Revenues and Expenses Budgets totaling \$4,938,690.00, as presented.

(original signed by the CAO)
Collin Steffes
CAO

Town of Barrhead Budget REVENUE SOURCES 2026 Operating Revenues by Category

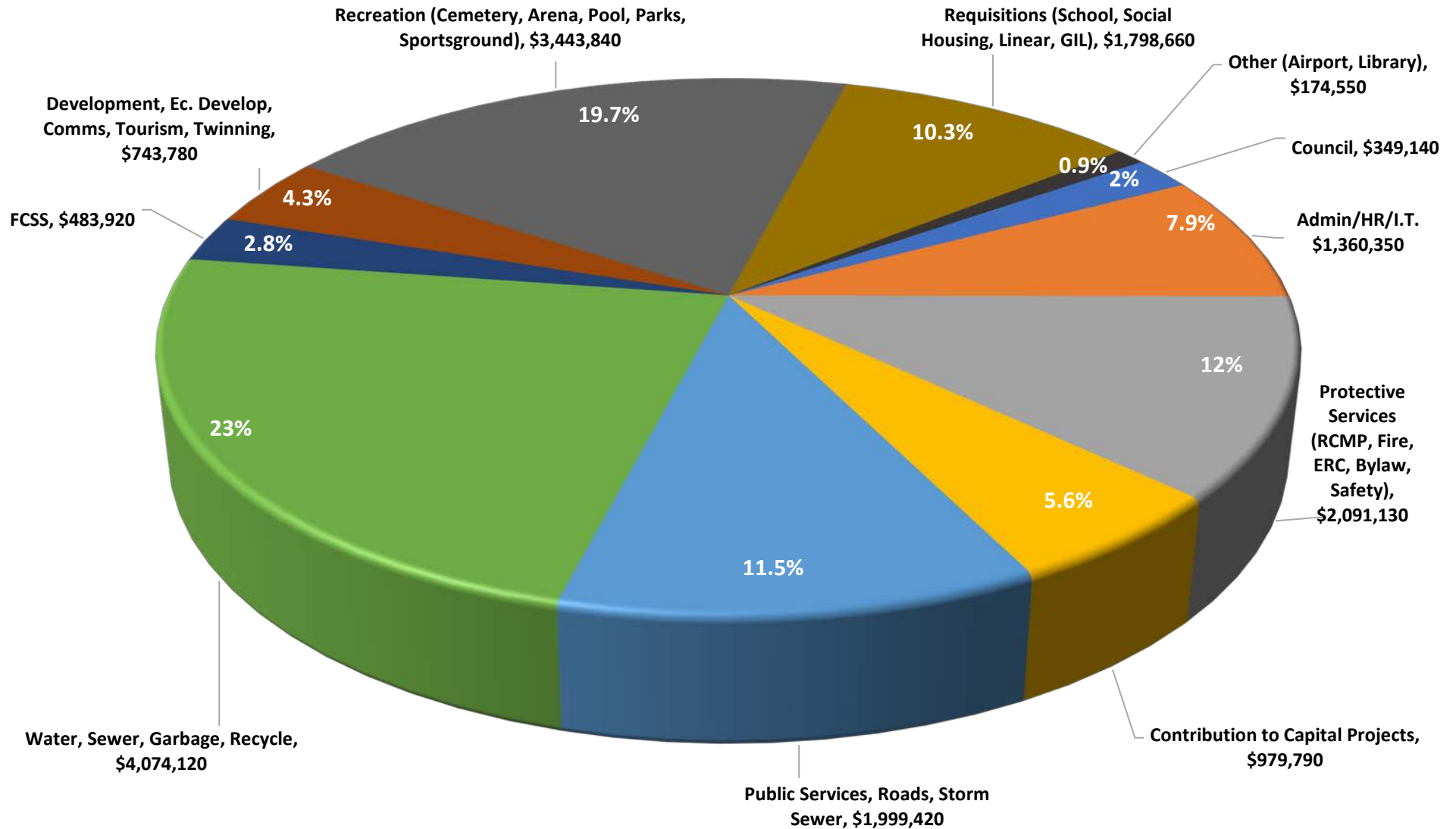


2026 TOTAL REVENUE BUDGET: \$17,515,050

Town of Barrhead Budget OPERATING EXPENSES

Schedule B

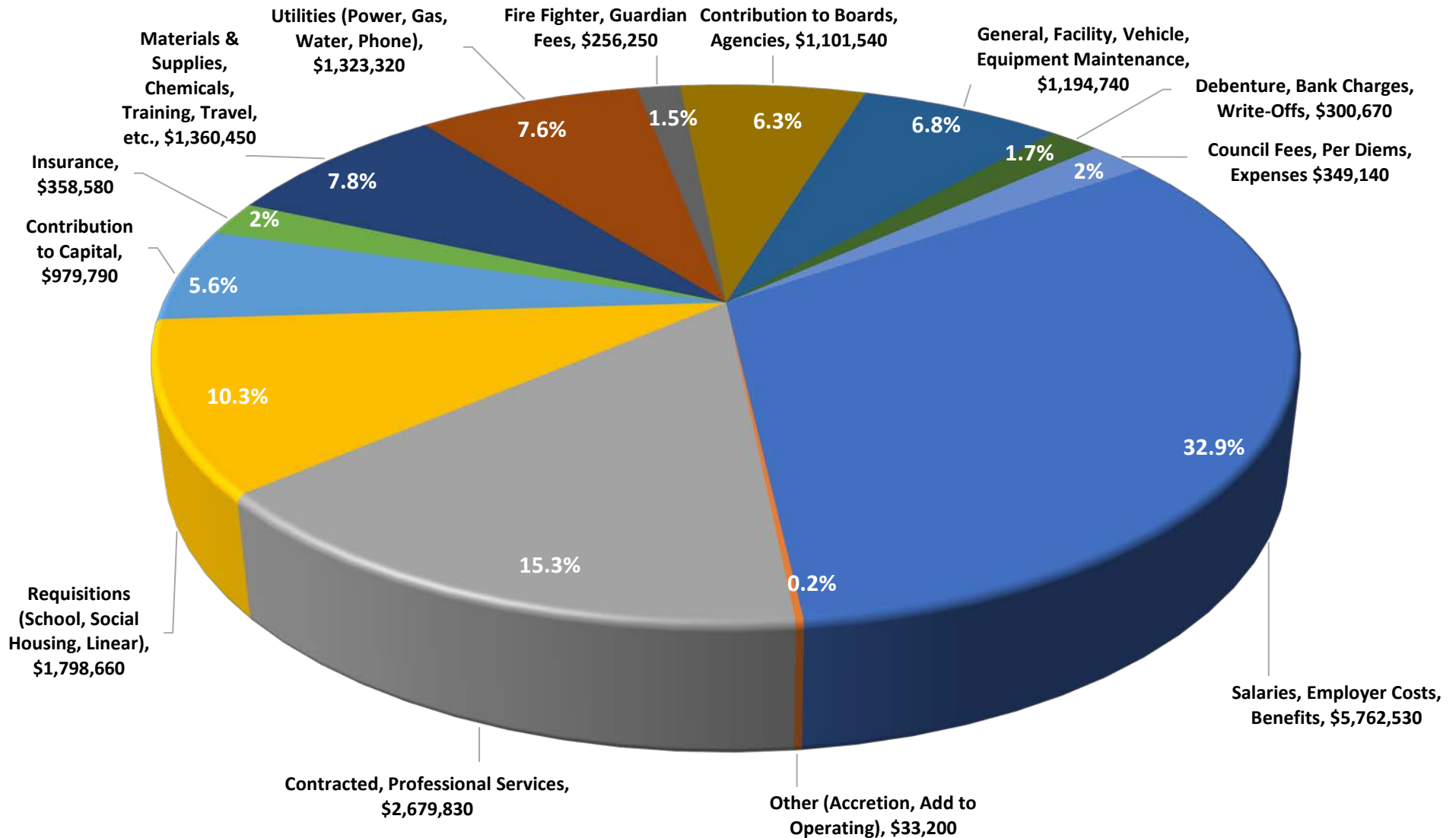
2026 Operating Expenditures by Department



2026 TOTAL EXPENDITURES BUDGET: \$17,498,700

Town of Barrhead Budget OPERATING EXPENSES 2026 Operating Expenditures by Category

Schedule C




2026 TOTAL EXPENDITURES BUDGET: \$17,498,700

Department	Description	2026 Pre-Interim Budget	2026 Final Budget	Budget Change	Comments
	Pre-Interim Revenue Budget			17,504,200	
Water	1-141001 - Sale of Service (Bills)	2,010,000	2,018,000	8,000	Higher cubic meter rate for consumption
Sewer	1-141001 - Sale of Service (Bills)	804,000	807,200	3,200	Higher water rate results in higher sewer revenues
Trade Waste	1-141001 - Sale of Service (Bills)	271,190	270,840	(350)	Adjustment to Net Revs/Exps
	Final Revenue Budget			17,515,050	
	Pre-Interim Expense Budget			17,484,950	
All Departments	2-213200 - Canada Pension Plan	227,480	229,060	1,580	Adjustment to all CPP - 2026 Rates received
All Departments	2-213300 - Employment Insurance	69,200	69,500	300	Adjustment to all EI - 2026 Rates Received
All Departments	2-213500 - AUMA Benefits	319,270	306,850	(12,420)	Adjustment to all AUMA Benefits - 2026 Rates Received
Mayor	2-215100 - Fees	44,160	-	(44,160)	Reallocation to new code
Mayor	2-215115 - Fees Assaf		44,160	44,160	New Code
Mayor	2-221100 - Travel & Subsistence	6,500	-	(6,500)	Reallocation to new code
Mayor	2-221115 - Mayor - Conv Reg/Travel/Sub Assaf		6,500	6,500	New Code
Council	2-221101 - Conv RegTravel/Sub - Assaf, Cr. Ty	6,000	-	(6,000)	Reallocation to new code
Council	2-221103 - Conv RegTravel/Sub - Klumph, Cr. Rod	6,000	-	(6,000)	Reallocation to new code
Council	2-221106 - Conv Reg/Travel/Sub - Botros, Cr. Charmaine	-	6,000	6,000	New Code
Council	2-221107 - Conv Reg/Travel/Sub - Fylyshtan, Cr. Steven	-	6,000	6,000	New Code
Administration	2-213100 - Local Authorities Pension P	73,330	73,340	10	Minor Adjustment Required
Administration	2-276200 - Contribution to Capital	35,000	55,000	20,000	Additional funds required for Council Chamber Audio/Visual Upgrade
Computer	2-224001 - IT Maintenance, Materials	28,500	32,500	4,000	Increase to budget required
Computer	2-224002 - Software/Hardware Support	115,100	105,100	(10,000)	Budget Decreased for Council meeting software
Public Health	2-251000 - Materials & Supplies	-	2,460	2,460	Reallocated from Contribution to Capital
Public Health	2-276200 - Contribution to Capital	2,460	-	(2,460)	Reallocated to Materials and Supplies
Public Health	2-277000 - Contribution to Accessibility Coalition		1,000	1,000	New Code as per Council direction
Common Services	2-224001 - IT Maintenance, Materials	16,000	18,000	2,000	Increase to budget required

2026 Operating Budget Change Listing - 2026 Interim vs 2026 Final

Department	Description	2026 Pre-Interim Budget	2026 Final Budget	Budget Change	Comments
Roads	2-251015 - Gravel/Asphalt/Oil Etc.	228,500	215,500	(13,000)	Decreased as per Council direction
Airport	2-275000 - Contribution to County	20,370	20,320	(50)	Lower contribution required
Water	2-223001 - Contract Services	1,571,800	1,583,400	11,600	BRWC rate higher than budgeted
Water	2-276200 - Contribution to Capital	271,730	268,440	(3,290)	Adjustment to Net Revs/Exps
Sewer	2-276200 - Contribution to Capital	381,720	385,240	3,520	Adjustment to Net Revs/Exps
Recycle	2-276200 - Contribution to Capital	7,310	8,060	750	Adjustment to Net Revs/Exps
Recreation Administration	2-224001 - IT Maintenance, Materials	28,600	30,600	2,000	Increase to budget required
Recreation Administration	2-251026 - Program Materials	27,500	17,500	(10,000)	Reallocated to Cultural Celebrations
Pool	2-224001 - IT Maintenance, Materials	17,050	21,050	4,000	Increase to budget required
Parks	2-225106 - Community Beautification	15,800	17,800	2,000	Additional funds required for Arborist at Memorial Park
Tourism	2-222104 - Tourism - Cultural Celebration	20,000	30,000	10,000	Reallocated from Rec Program Materials
Tourism	2-277000 - Contribution to Organizations	22,560	22,310	(250)	Removed Chamber Business Excellence
Final Expense Budget				17,498,700	
FINAL BUDGET SURPLUS				16,350	

	A	B	C	D
1		TOWN OF BARRHEAD		
2		Net Municipal Requirements		
3		2026 Final Budget vs 2025 Budget		
4		2026	2025	
5		Budget	Budget	Variance
6	DEPARTMENT			
7	Taxes	-8,185,860	-7,521,270	-664,590
8	Other	-1,435,480	-1,284,000	-151,480
9	Mayor	66,680	65,430	1,250
10	Council	276,460	271,230	5,230
11	Administration	1,162,950	967,480	195,470
12	Computer	158,800	71,750	87,050
13	Human Resources	16,000	0	16,000
14	RCMP	251,180	261,150	-9,970
15	Fire	0	0	0
16	ERC	28,450	28,700	-250
17	Town Fire/Town ERC	419,260	374,470	44,790
18	Disaster Services	700	700	0
19	Enforcement Services	190,280	131,660	58,620
20	Safety	86,210	90,390	-4,180
21	Public Health	1,000	0	1,000
22	Common Services	534,470	530,670	3,800
23	Roads	1,252,190	1,185,290	66,900
24	Airport	20,320	24,880	-4,560
25	Storm Sewer	34,590	31,450	3,140
26	Water	-874,770	-916,150	41,380
27	BRWC	874,770	916,150	-41,380
28	Sewer	0	0	0
29	Trade Waste	0	0	0
30	Landfill	0	0	0
31	Recycle	0	0	0
32	New Landfill	14,020	13,580	440
33	FCSS	77,150	77,150	0
34	Cemetery	31,480	22,500	8,980
35	Development	302,430	147,930	154,500
36	Communications	171,020	166,110	4,910
37	Economic Development	56,490	63,730	-7,240
38	Recreation Administration	401,580	421,170	-19,590
39	Arena	367,250	394,360	-27,110
40	Pool	1,223,450	1,223,730	-280
41	Parks	201,300	154,010	47,290
42	Sportsground	68,500	65,420	3,080
43	Rotary Park	-6,500	-10,750	4,250
44	Bowling Alley	4,020	3,950	70
45	Curling	12,980	14,150	-1,170
46	Walking Trail	43,800	43,710	90
47	Museum	250	300	-50
48	Tourism	175,840	176,470	-630
49	Twinning	4,050	4,350	-300
50	Library	153,730	131,700	22,030
51	Requisition	1,798,660	1,630,480	168,180
52	Contingency/General	3,950	9,940	-5,990
53				
54	Total Net Financial Requirement	-16,350	-16,030	
55				
56				

**TOWN OF BARRHEAD
2026 OPERATING BUDGETS - FINAL**

REVENUES

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
1-0101-111100	Taxes	Taxes - Residential	5,343,690
1-0101-111200	Taxes	Taxes - Non-Residential	2,518,260
1-0101-111300	Taxes	Taxes - Machinery & Equipment	75,610
1-0101-111400	Taxes	Taxes - Farmland	1,530
1-0101-119000	Taxes	Taxes - Linear	147,940
1-0101-123000	Taxes	Taxes - Federal Grant In Lieu	10,880
1-0101-124000	Taxes	Taxes - Provincial Grant in Lieu	87,950
1-0201-151100	Other	Penalties & Costs on Taxes	55,000
1-0201-154000	Other	Concessions & Franchises	1,230,480
1-0201-155000	Other	Return on Investments	150,000
1-1102-159001	Council	Reimbursements	6,000
1-1201-141000	Administration	Sale of Goods & Services	20,000
1-1201-141012	Administration	Assessment Complaint Fees	100
1-1201-149001	Administration	Computer Purch Paym't	6,000
1-1201-152000	Administration	Business Licenses	40,000
1-1201-156000	Administration	Rentals/ Leases/ Encroach	4,850
1-1201-159000	Administration	Revenues From Own Source	2,000
1-1201-159003	Administration	Donations/Fundraising	150
1-1205-192500	Human Resources	From Operating Reserve	4,500
1-2101-156000	RCMP	Rentals/ Leases/ Encroach	46,320
1-2301-141000	Fire	Sale of Goods & Services	150
1-2301-141013	Fire	Mutual Aid Fees	2,750
1-2301-141014	Fire	Fire Fighting Fees - Other	1,500
1-2301-141018	Fire	Rescue Services	60,000
1-2301-159000	Fire	Revenues From Own Source	12,000
1-2301-159001	Fire	Reimbursements	1,400
1-2301-185000	Fire	County Contribution	150,000
1-2301-185002	Fire	Operational Contribution - County	350,180
1-2301-185003	Fire	Town - Fire Fighting Fees	25,000
1-2301-185004	Fire	Town - Dispatch/Equip	10,580
1-2301-185005	Fire	Operational Contribution - Town	350,180
1-2301-185006	Fire	County - Ambulance Assists	25,000
1-2301-185007	Fire	Town - Ambulance Assists	30,000
1-2301-185008	Fire	County - Guardian/Dispatch/Equip	28,480

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
1-2303-185000	ERC	County Contribution	28,450
1-2305-141015	Town Fire/Town ERC	Other Revenues	1,000
1-2401-159004	Disaster Services	General Revenue	50
1-2601-141101	Bylaw	Admin. Fee	1,750
1-2601-152100	Bylaw	Dog Licenses	1,500
1-2601-152101	Bylaw	Cat Licenses	500
1-2601-153001	Bylaw	Parking Fines/Bylaw Enf.	26,000
1-2601-153002	Bylaw	Dog Bylaw Violate/Pound Fees	750
1-2601-153003	Bylaw	Cat Bylaw Violate/Pound Fees	50
1-2701-192500	Safety	From Operating Reserve	5,000
1-2702-184000	Public Health	Provincial Grant	2,460
1-2702-192500	Public Health	From Operating Reserve	8,000
1-3101-141000	Common Services	Sale of Goods & Services	250
1-3101-141002	Common Services	Sale of Service General	15,000
1-3101-159001	Common Services	Reimbursements	10,000
1-3201-184001	Roads	Prov. MSI Op. Grant	152,920
1-4101-141000	Water	Sale of Goods & Services	300
1-4101-141001	Water	Sale of Service (Bills)	2,018,000
1-4101-141002	Water	Sale of Service General	500
1-4101-141003	Water	Sale of Service (Bulk)	115,000
1-4101-141005	Water	Turn On/Off Fee	1,500
1-4101-141007	Water	Bulk Water Set Up Charge	300
1-4101-141100	Water	BRWC - Oper. Sale of Serv	874,770
1-4101-156000	Water	Rentals/ Leases/ Encroach	87,130
1-4101-159002	Water	Penalties	7,100
1-4201-141001	Sewer	Sale of Service (Bills)	807,200
1-4201-141002	Sewer	Sale of Service General	500
1-4201-141038	Sewer	BRWC Wasted Water Charge	25,000
1-4301-141000	Trade Waste	Sale of Goods & Services	1,000
1-4301-141001	Trade Waste	Sale of Service (Bills)	270,840
1-4302-141001	Landfill	Sale of Service (Bills)	104,390
1-4302-159004	Landfill	General Revenue	20,500
1-4302-159006	Landfill	Landfill - Tipping Fees Revenue	130,000
1-4302-185000	Landfill	County Contribution	104,390
1-4303-141001	Recycle	Sale of Service (Bills)	219,420
1-4303-141015	Recycle	Other Revenues	12,000
1-4304-156000	New Landfill	Rentals/ Leases/ Encroach	5,050
1-5101-184000	FCSS	Provincial Grant	329,620
1-5101-185000	FCSS	County Contribution	77,150

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
1-5601-141000	Cemetery	Sale of Goods & Services	6,000
1-5601-141019	Cemetery	Plot Perpetual Care	1,000
1-5601-141033	Cemetery	Columbarium Niche Sale	9,000
1-5601-141034	Cemetery	Columbarium Perpetual Care	1,000
1-5601-141035	Cemetery	Columbarium Open/Close	150
1-5601-159001	Cemetery	Reimbursements	5,500
1-6101-141000	Development	Sale of Goods & Services	1,500
1-6101-152500	Development	Development Application	2,000
1-6101-152501	Development	Appeal Fee	100
1-6101-152502	Development	Rezoning Fees	800
1-6101-159001	Development	Reimbursements	15,000
1-6101-192500	Development	From Operating Reserve	10,000
1-7201-141023	Recreation Administration	Programs General	6,500
1-7201-141024	Recreation Administration	Summer Programs	25,000
1-7201-156000	Recreation Administration	Rentals/ Leases/ Encroach	3,000
1-7201-156006	Recreation Administration	Ball Diamond Rental	1,000
1-7201-159003	Recreation Administration	Donations/Fundraising	2,500
1-7201-183002	Recreation Administration	Federal Grant	2,880
1-7201-185000	Recreation Administration	County Contribution	25,000
1-7202-141017	Arena	Vending Machine Revenue	500
1-7202-156001	Arena	Godbersen Rotary Rental	10,000
1-7202-156002	Arena	Rental Facility/Storage Rental	3,000
1-7202-156003	Arena	Kitchen Rental	5,100
1-7202-156004	Arena	Ice Rental	165,000
1-7202-156005	Arena	Advertising Signs	12,500
1-7202-156007	Arena	Upstairs Rental	33,830
1-7202-156009	Arena	Upstairs Boardroom Rental	500
1-7202-159001	Arena	Reimbursements	5,000
1-7202-159003	Arena	Donations/Fundraising	200
1-7202-185000	Arena	County Contribution	165,000
1-7203-141000	Pool	Sale of Goods & Services	7,000
1-7203-141004	Pool	Lessons 15 & Older	12,000
1-7203-141008	Pool	Passes 10 Pack	32,500
1-7203-141009	Pool	Leadership Training	2,000
1-7203-141011	Pool	School/Swim Club	18,000
1-7203-141017	Pool	Vending Machine Revenue	100
1-7203-141028	Pool	Monthly Passes/Membersh	75,000
1-7203-141029	Pool	Lessons 14 & Under	50,000
1-7203-141030	Pool	Paying Public, Drop-In	130,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
1-7203-141037	Pool	Pool - Comp Pool Pass Usage	750
1-7203-156000	Pool	Rentals/ Leases/ Encroach	7,000
1-7203-185000	Pool	County Contribution	165,000
1-7203-192500	Pool	From Operating Reserve	1,250
1-7204-156000	Parks	Rentals/ Leases/ Encroach	1,600
1-7204-159001	Parks	Reimbursements	10,300
1-7204-184001	Parks	Prov. MSI Op. Grant	152,920
1-7204-185000	Parks	County Contribution	2,500
1-7206-141031	Rotary Park	Rotary - Camping Fees	17,500
1-7207-159005	Bowling Alley	Insurance Reimbursements	4,400
1-7209-156000	Curling	Rentals/ Leases/ Encroach	750
1-7209-185000	Curling	County Contribution	16,000
1-7401-159004	Tourism	General Revenue	500
1-7402-185000	Twinning	County Contribution	4,050
1-9701-192500	Contingency/General	From Operating Reserve	21,050
1-9701-199001	Contingency/General	Underlevies Current Year	500
Total Revenues			17,515,050

EXPENSES

2-1101-213200	Mayor	Canada Pension Plan	2,500
2-1101-213500	Mayor	AUMA Benefits	7,420
2-1101-213600	Mayor	Workers Compensation	750
2-1101-215115	Mayor	Fees, Assaf, Mayor Ty	44,160
2-1101-215200	Mayor	Fees Conv/Misc	4,690
2-1101-221115	Mayor	Conv RegTravel/Sub - Assaf, Mayor Ty	6,500
2-1101-221700	Mayor	Telephone, Internet, Cable	660
2-1102-213200	Council	Canada Pension Plan	8,400
2-1102-213500	Council	AUMA Benefits	43,100
2-1102-213600	Council	Workers Compensation	2,000
2-1102-215100	Council	Fees	168,840
2-1102-215200	Council	Fees Conv/Misc	24,120
2-1102-221102	Council	Conv Reg/Travel/Sub - Kluin, Cr. Dausen	6,000
2-1102-221105	Council	Conv Reg/Travel/Sub - Smith, Cr. Don	6,000
2-1102-221106	Council	Conv Reg/Travel/Sub - Botros, Cr. Charmaine	6,000
2-1102-221107	Council	Conv Reg/Travel/Sub - Fylyshtan, Cr. Steven	6,000
2-1102-221112	Council	Conv RegTravel/Sub - Oswald, Cr. Anthony	6,000
2-1102-221113	Council	Conv RegTravel/Sub - Sawatzky, Cr. Dave	6,000
2-1201-211000	Administration	Salaries	705,920

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-1201-213100	Administration	Local Authorities Pension P	73,340
2-1201-213200	Administration	Canada Pension Plan	28,300
2-1201-213300	Administration	Employment Insurance	8,270
2-1201-213500	Administration	AUMA Benefits	43,280
2-1201-213600	Administration	Workers Compensation	10,590
2-1201-214800	Administration	Training & Development	9,000
2-1201-221100	Administration	Travel & Subsistence	9,000
2-1201-221400	Administration	Memberships	9,500
2-1201-221500	Administration	Freight	100
2-1201-221600	Administration	Postage	8,000
2-1201-221700	Administration	Telephone, Internet, Cable	9,500
2-1201-221800	Administration	Car Allowance	3,600
2-1201-223100	Administration	Auditor	23,500
2-1201-223200	Administration	Legal/Prof. Fees	76,200
2-1201-223301	Administration	Assessment Review Board	800
2-1201-223302	Administration	Assessor	52,000
2-1201-223900	Administration	Printing	4,500
2-1201-225200	Administration	Building Maintenance	6,000
2-1201-225300	Administration	Equipment Maintenance	33,950
2-1201-225900	Administration	Contracted Services	10,300
2-1201-226300	Administration	Alarm Lease	500
2-1201-227400	Administration	Insurance	9,000
2-1201-234100	Administration	Land Registrations/Search	500
2-1201-251000	Administration	Materials & Supplies	10,200
2-1201-251001	Administration	Janitor Supplies	1,500
2-1201-251003	Administration	Meeting Expenses	7,000
2-1201-251039	Administration	Penny Adj. Expense	10
2-1201-251200	Administration	Personal Protection/Health & Wellness	1,750
2-1201-254100	Administration	Town Utilities	1,100
2-1201-254300	Administration	Gas Utilities	4,000
2-1201-254400	Administration	Power Utilities	10,000
2-1201-258000	Administration	Computer Purch. Prog.	6,000
2-1201-265000	Administration	Asset Retirement Accretion Expense	90
2-1201-276200	Administration	Contribution to Capital	55,000
2-1201-276400	Administration	Add to Operating Reserve	150
2-1201-281000	Administration	Bank Charges and Interest	3,500
2-1201-292200	Administration	Write-Offs	100
2-1201-295000	Administration	TCA Amort. Exp.	66,000
2-1202-221700	Computer	Telephone, Internet, Cable	3,200

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-1202-224001	Computer	IT Maintenance, Materials	32,500
2-1202-224002	Computer	Software/Hardware Support	105,100
2-1202-224100	Computer	GIS Software	500
2-1202-251000	Computer	Materials & Supplies	17,500
2-1205-214800	Human Resources	Training & Development	20,500
2-2101-223001	RCMP	Contract Services	250,000
2-2101-225200	RCMP	Building Maintenance	6,000
2-2101-225300	RCMP	Equipment Maintenance	300
2-2101-225900	RCMP	Contracted Services	13,720
2-2101-227400	RCMP	Insurance	6,800
2-2101-251000	RCMP	Materials & Supplies	100
2-2101-251001	RCMP	Janitor Supplies	1,500
2-2101-254100	RCMP	Town Utilities	1,700
2-2101-254300	RCMP	Gas Utilities	5,200
2-2101-254400	RCMP	Power Utilities	11,000
2-2101-265000	RCMP	Asset Retirement Accretion Expense	1,180
2-2101-295000	RCMP	TCA Amort. Exp.	18,000
2-2301-211000	Fire	Salaries	325,950
2-2301-213001	Fire	AUMA Fire Fighter Insurance Benefits	1,500
2-2301-213100	Fire	Local Authorities Pension P	31,220
2-2301-213200	Fire	Canada Pension Plan	13,380
2-2301-213200	Fire	Canada Pension Plan	8,820
2-2301-213300	Fire	Employment Insurance	5,730
2-2301-213300	Fire	Employment Insurance	3,930
2-2301-213500	Fire	AUMA Benefits	2,480
2-2301-213500	Fire	AUMA Benefits	19,020
2-2301-213600	Fire	Workers Compensation	4,890
2-2301-213600	Fire	Workers Compensation	5,110
2-2301-214800	Fire	Training & Development	26,000
2-2301-215900	Fire	Firefighters Salaries	242,250
2-2301-215902	Fire	Guardians	7,000
2-2301-221100	Fire	Travel & Subsistence	28,000
2-2301-221110	Fire	Mileage/Internet (Guardians) - County	7,000
2-2301-221400	Fire	Memberships	900
2-2301-221500	Fire	Freight	250
2-2301-221600	Fire	Postage	480
2-2301-221700	Fire	Telephone, Internet, Cable	8,000
2-2301-222000	Fire	Advertising/Subscriptions	750
2-2301-223200	Fire	Legal/Prof. Fees	4,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-2301-223600	Fire	Town Dispatch Contract	10,580
2-2301-223601	Fire	County Dispatch Contract	13,980
2-2301-224001	Fire	IT Maintenance, Materials	17,510
2-2301-225300	Fire	Equipment Maintenance	3,500
2-2301-225304	Fire	2015 Hazmat Trailer	100
2-2301-225501	Fire	1950 Mercury Fire Truck	100
2-2301-225505	Fire	2014 Kenworth Water Tender	5,000
2-2301-225506	Fire	2007 Pierce Platform Tower 6	11,900
2-2301-225507	Fire	2020 Rescue Truck (RAT 1)	1,000
2-2301-225508	Fire	2011 Freightliner Fire Truck	4,000
2-2301-225509	Fire	2012 Polaris 6 X 6, Trailer	2,500
2-2301-225511	Fire	2019 Dodge	3,000
2-2301-225512	Fire	2024 Chevrolet Silverado 1 Ton	3,000
2-2301-225533	Fire	2006 Freightliner M2 Truck	1,500
2-2301-225533	Fire	2006 Freightliner M2 Truck	3,000
2-2301-225534	Fire	2008 Freightliner Tanker	5,000
2-2301-225537	Fire	Fire - 2021 Fort Garry Fire Engine	6,500
2-2301-225900	Fire	Contracted Services	15,000
2-2301-226301	Fire	Hired Equipment	500
2-2301-226302	Fire	Hired Equipment - County	500
2-2301-226303	Fire	Equipment Lease - SCBA	24,900
2-2301-227102	Fire	Radio License	1,590
2-2301-227400	Fire	Insurance	32,900
2-2301-251000	Fire	Materials & Supplies	7,000
2-2301-251004	Fire	Communication Repair & Maintenance	8,000
2-2301-251005	Fire	Air Cylinders/SCBA Packs	10,000
2-2301-251006	Fire	Equip. Replace - Hoses, Nozzles, Foam	12,000
2-2301-251007	Fire	Equip. Replace - Turn Out Gear, Etc.	36,000
2-2301-251008	Fire	Fire Preven Material & Supplies	3,000
2-2301-251009	Fire	Public Safety Materials & Suppl.	1,000
2-2301-251010	Fire	Firefighter/Business Apprec.	2,500
2-2301-251011	Fire	Bulk Water For Trucks	3,500
2-2301-251012	Fire	Rescue Materials & Supplies	7,500
2-2301-251013	Fire	Uniforms	10,500
2-2301-251200	Fire	Personal Protection/Health & Wellness	1,000
2-2301-251500	Fire	Gasoline/Diesel/Oil/Grease	31,000
2-2301-295000	Fire	TCA Amort. Exp.	146,000
2-2303-225100	ERC	Grounds Maintenance	3,000
2-2303-225200	ERC	Building Maintenance	8,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-2303-225900	ERC	Contracted Services	10,300
2-2303-226300	ERC	Alarm Lease	450
2-2303-227400	ERC	Insurance	12,500
2-2303-251000	ERC	Materials & Supplies	1,500
2-2303-251001	ERC	Janitor Supplies	1,000
2-2303-254100	ERC	Town Utilities	1,900
2-2303-254300	ERC	Gas Utilities	7,150
2-2303-254400	ERC	Power Utilities	11,100
2-2303-295000	ERC	TCA Amort. Exp.	3,800
2-2305-275001	Town Fire/Town ERC	Town Fire - Dispatch/Equip. to Reg. Dept.	10,580
2-2305-275002	Town Fire/Town ERC	Town Fire - Fire Fighting to Reg. Dept.	409,680
2-2401-251000	Disaster Services	Materials & Supplies	750
2-2401-295000	Disaster Services	TCA Amort. Exp.	400
2-2601-211000	Bylaw	Salaries	97,840
2-2601-213100	Bylaw	Local Authorities Pension P	9,150
2-2601-213200	Bylaw	Canada Pension Plan	4,650
2-2601-213300	Bylaw	Employment Insurance	1,310
2-2601-213500	Bylaw	AUMA Benefits	7,600
2-2601-213600	Bylaw	Workers Compensation	1,470
2-2601-214800	Bylaw	Training & Development	2,500
2-2601-220000	Bylaw	Dog Pound Expenses	1,500
2-2601-221100	Bylaw	Travel & Subsistence	3,200
2-2601-221400	Bylaw	Memberships	400
2-2601-221700	Bylaw	Telephone, Internet, Cable	1,460
2-2601-223200	Bylaw	Legal/Prof. Fees	5,000
2-2601-224001	Bylaw	IT Maintenance, Materials	10,930
2-2601-225554	Bylaw	2018 Dodge Durango	4,600
2-2601-225900	Bylaw	Contracted Services	1,500
2-2601-227400	Bylaw	Insurance	4,620
2-2601-251000	Bylaw	Materials & Supplies	1,000
2-2601-251200	Bylaw	Personal Protection/Health & Wellness	2,500
2-2601-251500	Bylaw	Gasoline/Diesel/Oil/Grease	4,600
2-2601-276200	Bylaw	Contribution to Capital	55,000
2-2601-295000	Bylaw	TCA Amort. Exp.	7,700
2-2701-211000	Safety	Salaries	55,380
2-2701-213100	Safety	Local Authorities Pension P	4,680
2-2701-213200	Safety	Canada Pension Plan	3,120
2-2701-213300	Safety	Employment Insurance	990
2-2701-213500	Safety	AUMA Benefits	8,760

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-2701-213600	Safety	Workers Compensation	830
2-2701-214800	Safety	Training & Development	3,500
2-2701-221100	Safety	Travel & Subsistence	500
2-2701-221700	Safety	Telephone, Internet, Cable	200
2-2701-224001	Safety	IT Maintenance, Materials	7,500
2-2701-251000	Safety	Materials & Supplies	5,500
2-2701-251200	Safety	Personal Protection/Health & Wellness	250
2-2702-226305	Public Health	Rental Medical Prof	8,000
2-2702-251000	Public Health	Materials & Supplies	2,460
2-2702-277000	Public Health	Contribution to Organizations	1,000
2-3101-211000	Common Services	Salaries	210,600
2-3101-213100	Common Services	Local Authorities Pension P	19,070
2-3101-213200	Common Services	Canada Pension Plan	10,350
2-3101-213300	Common Services	Employment Insurance	3,120
2-3101-213500	Common Services	AUMA Benefits	17,720
2-3101-213600	Common Services	Workers Compensation	3,160
2-3101-214800	Common Services	Training & Development	3,000
2-3101-221100	Common Services	Travel & Subsistence	1,000
2-3101-221500	Common Services	Freight	300
2-3101-221600	Common Services	Postage	200
2-3101-221700	Common Services	Telephone, Internet, Cable	7,500
2-3101-223200	Common Services	Legal/Prof. Fees	500
2-3101-224001	Common Services	IT Maintenance, Materials	18,000
2-3101-225200	Common Services	Building Maintenance	9,200
2-3101-225300	Common Services	Equipment Maintenance	5,000
2-3101-225314	Common Services	2006 Miller Welder /Traile	100
2-3101-225315	Common Services	2012 Bomag Packer	500
2-3101-225316	Common Services	2020 Global Street Sweeper	14,000
2-3101-225317	Common Services	2015 John Deere 301 SK Bac	1,500
2-3101-225319	Common Services	2008 John Deere Tractor	6,000
2-3101-225321	Common Services	Atlas Air Compressor	660
2-3101-225326	Common Services	2018 John Deere Skid Steer	2,000
2-3101-225327	Common Services	2005 Daewoo Fork Lift	350
2-3101-225330	Common Services	1999 John Deere Loader 544	5,500
2-3101-225331	Common Services	2012 John Deere Loader	6,500
2-3101-225334	Common Services	Snowblower RPM Unit	7,000
2-3101-225386	Common Services	2015 Gen Set	500
2-3101-225387	Common Services	2014 Woodsman Chipper	2,000
2-3101-225388	Common Services	2022 John Deere Grader	9,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-3101-225389	Common Services	2004 Articulated Manlift	4,000
2-3101-225520	Common Services	Common Services - 2005 Snow Bear Small Trailer	100
2-3101-225523	Common Services	2020 SWS Trailer	500
2-3101-225541	Common Services	2010 Chev 1/2 Ton Truck	2,000
2-3101-225542	Common Services	2015 GMC Sierra 1/2 Ton	1,500
2-3101-225543	Common Services	2017 GMC Sierra 1/2 Ton 4 X 4	2,600
2-3101-225544	Common Services	2024 Chev 1/2 Ton Truck	2,200
2-3101-225548	Common Services	2020 Ford F150 1/2 Ton	1,200
2-3101-225549	Common Services	2021 Chev 1/2 Ton	2,600
2-3101-225557	Common Services	2007 GMC Cube Van	3,000
2-3101-225560	Common Services	2006 GMC 3/4 Ton	3,400
2-3101-225563	Common Services	2013 Chev Silverado 1/2 Ton	1,500
2-3101-225571	Common Services	2007 Freightliner Truck	3,000
2-3101-225572	Common Services	2007 Freightliner Truck	8,100
2-3101-225573	Common Services	2009 Freightliner Truck	5,600
2-3101-225577	Common Services	2019 Freightliner Tandem T	9,200
2-3101-225900	Common Services	Contracted Services	10,500
2-3101-226300	Common Services	Alarm Lease	400
2-3101-227102	Common Services	Radio License	1,440
2-3101-227400	Common Services	Insurance	32,400
2-3101-251000	Common Services	Materials & Supplies	14,000
2-3101-251200	Common Services	Personal Protection/Health & Wellness	8,900
2-3101-251500	Common Services	Gasoline/Diesel/Oil/Grease	36,000
2-3101-254100	Common Services	Town Utilities	2,750
2-3101-254300	Common Services	Gas Utilities	13,500
2-3101-254400	Common Services	Power Utilities	20,000
2-3101-276400	Common Services	Add to Operating Reserve	5,000
2-3101-295000	Common Services	TCA Amort. Exp.	203,000
2-3201-211000	Roads	Salaries	568,400
2-3201-213100	Roads	Local Authorities Pension P	43,140
2-3201-213200	Roads	Canada Pension Plan	29,740
2-3201-213300	Roads	Employment Insurance	9,320
2-3201-213500	Roads	AUMA Benefits	40,710
2-3201-213600	Roads	Workers Compensation	8,500
2-3201-214800	Roads	Training & Development	2,000
2-3201-221100	Roads	Travel & Subsistence	500
2-3201-223200	Roads	Legal/Prof. Fees	2,000
2-3201-223300	Roads	Engineering	1,000
2-3201-225101	Roads	Street Repair/Maintenance	44,500

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-3201-225102	Roads	Sidewalk Repair Maintenance	150,000
2-3201-225103	Roads	Traffic Sign Repair Maintenan	10,500
2-3201-225900	Roads	Contracted Services	5,300
2-3201-251000	Roads	Materials & Supplies	2,000
2-3201-251015	Roads	Gravel/Asphalt/Oil Etc.	215,500
2-3201-251500	Roads	Gasoline/Diesel/Oil/Grease	32,000
2-3201-254400	Roads	Power Utilities	240,000
2-3201-295000	Roads	TCA Amort. Exp.	305,000
2-3301-275000	Airport	Contribution to County	20,320
2-3301-295000	Airport	TCA Amort. Exp.	5,500
2-3701-211000	Storm Sewer	Salaries	19,280
2-3701-213100	Storm Sewer	Local Authorities Pension P	1,660
2-3701-213200	Storm Sewer	Canada Pension Plan	1,000
2-3701-213300	Storm Sewer	Employment Insurance	310
2-3701-213500	Storm Sewer	AUMA Benefits	1,550
2-3701-213600	Storm Sewer	Workers Compensation	290
2-3701-225000	Storm Sewer	Repairs & Maintenance	10,000
2-3701-251000	Storm Sewer	Materials & Supplies	500
2-3701-295000	Storm Sewer	TCA Amort. Exp.	26,500
2-4101-211000	Water	Salaries	121,850
2-4101-213100	Water	Local Authorities Pension P	10,260
2-4101-213200	Water	Canada Pension Plan	6,010
2-4101-213300	Water	Employment Insurance	1,780
2-4101-213500	Water	AUMA Benefits	8,530
2-4101-213600	Water	Workers Compensation	1,850
2-4101-214800	Water	Training & Development	1,200
2-4101-221100	Water	Travel & Subsistence	500
2-4101-221500	Water	Freight	800
2-4101-221600	Water	Postage	5,000
2-4101-221700	Water	Telephone, Internet, Cable	6,000
2-4101-221701	Water	Alberta First Call	230
2-4101-223001	Water	Contract Services	1,583,400
2-4101-223200	Water	Legal/Prof. Fees	500
2-4101-223300	Water	Engineering	1,000
2-4101-223900	Water	Printing	1,500
2-4101-224001	Water	IT Maintenance, Materials	9,000
2-4101-225107	Water	Repair/Maintenance Distribution	109,500
2-4101-225108	Water	Meter Changeover/Software	6,000
2-4101-225200	Water	Building Maintenance	6,500

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-4101-225545	Water	2018 Dodge 1/2 Ton	3,000
2-4101-225562	Water	2012 Ford 1/2 Ton Truck	7,000
2-4101-227400	Water	Insurance	19,200
2-4101-251000	Water	Materials & Supplies	2,300
2-4101-251002	Water	Facility Supplies	500
2-4101-251200	Water	Personal Protection/Health & Wellness	980
2-4101-251500	Water	Gasoline/Diesel/Oil/Grease	6,200
2-4101-253100	Water	Chemicals & Salts	200
2-4101-254300	Water	Gas Utilities	3,100
2-4101-254400	Water	Power Utilities	36,000
2-4101-276200	Water	Contribution to Capital	268,440
2-4101-281000	Water	Bank Charges and Interest	1,000
2-4101-292200	Water	Write-Offs	500
2-4101-295000	Water	TCA Amort. Exp.	230,000
2-4102-211000	BRWC	Salaries	5,000
2-4102-211000	BRWC	Salaries	203,590
2-4102-213100	BRWC	Local Authorities Pension P	16,820
2-4102-213100	BRWC	Local Authorities Pension P	180
2-4102-213200	BRWC	Canada Pension Plan	9,490
2-4102-213200	BRWC	Canada Pension Plan	10
2-4102-213300	BRWC	Employment Insurance	50
2-4102-213300	BRWC	Employment Insurance	2,750
2-4102-213500	BRWC	AUMA Benefits	11,860
2-4102-213500	BRWC	AUMA Benefits	640
2-4102-213600	BRWC	Workers Compensation	950
2-4102-213600	BRWC	Workers Compensation	3,050
2-4102-214800	BRWC	Training & Development	3,500
2-4102-221100	BRWC	Travel & Subsistence	2,000
2-4102-221400	BRWC	Memberships	420
2-4102-221500	BRWC	Freight	13,000
2-4102-221600	BRWC	Postage	280
2-4102-221700	BRWC	Telephone, Internet, Cable	4,200
2-4102-222000	BRWC	Advertising/Subscriptions	1,000
2-4102-223300	BRWC	Engineering	5,000
2-4102-224001	BRWC	IT Maintenance, Materials	12,120
2-4102-225109	BRWC	Water (BRWC) - Repair/Maint. Distribution	4,000
2-4102-225200	BRWC	Building Maintenance	50,500
2-4102-225300	BRWC	Equipment Maintenance	1,000
2-4102-226300	BRWC	Alarm Lease	360

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-4102-227400	BRWC	Insurance	90,300
2-4102-251000	BRWC	Materials & Supplies	5,000
2-4102-251002	BRWC	Facility Supplies	15,000
2-4102-251047	BRWC	Water (BRWC) - CO2 System Expenses	24,120
2-4102-251200	BRWC	Personal Protection/Health & Wellness	1,880
2-4102-251500	BRWC	Gasoline/Diesel/Oil/Grease	1,700
2-4102-253100	BRWC	Chemicals & Salts	100,000
2-4102-254300	BRWC	Gas Utilities	57,000
2-4102-254400	BRWC	Power Utilities	225,000
2-4102-276200	BRWC	Contribution to Capital	3,000
2-4201-211000	Sewer	Salaries	95,160
2-4201-213100	Sewer	Local Authorities Pension P	8,160
2-4201-213200	Sewer	Canada Pension Plan	4,650
2-4201-213300	Sewer	Employment Insurance	1,400
2-4201-213500	Sewer	AUMA Benefits	6,870
2-4201-213600	Sewer	Workers Compensation	1,420
2-4201-214800	Sewer	Training & Development	1,000
2-4201-221100	Sewer	Travel & Subsistence	500
2-4201-221600	Sewer	Postage	2,600
2-4201-221700	Sewer	Telephone, Internet, Cable	3,700
2-4201-221701	Sewer	Alberta First Call	230
2-4201-223300	Sewer	Engineering	5,000
2-4201-223900	Sewer	Printing	1,000
2-4201-225110	Sewer	Maintenace Collection/Testing/Flushing, Repairs	82,000
2-4201-225119	Sewer	Lagoon Wastewater Treatment	80,600
2-4201-225200	Sewer	Building Maintenance	13,000
2-4201-225575	Sewer	2026 Freightliner Flush Truck	5,000
2-4201-226300	Sewer	Alarm Lease	360
2-4201-227400	Sewer	Insurance	8,900
2-4201-251002	Sewer	Facility Supplies	5,000
2-4201-251016	Sewer	Sewer - Public Education Programs	500
2-4201-251500	Sewer	Gasoline/Diesel/Oil/Grease	3,200
2-4201-254300	Sewer	Gas Utilities	6,700
2-4201-254400	Sewer	Power Utilities	110,000
2-4201-265000	Sewer	Asset Retirement Accretion Expense	10
2-4201-276200	Sewer	Contribution to Capital	385,240
2-4201-292200	Sewer	Write-Offs	500
2-4201-295000	Sewer	TCA Amort. Exp.	177,000
2-4301-211000	Trade Waste	Salaries	104,650

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-4301-213100	Trade Waste	Local Authorities Pension P	9,050
2-4301-213200	Trade Waste	Canada Pension Plan	5,590
2-4301-213300	Trade Waste	Employment Insurance	1,800
2-4301-213500	Trade Waste	AUMA Benefits	6,480
2-4301-213600	Trade Waste	Workers Compensation	1,570
2-4301-214800	Trade Waste	Training & Development	500
2-4301-221600	Trade Waste	Postage	1,800
2-4301-222000	Trade Waste	Advertising/Subscriptions	2,000
2-4301-223900	Trade Waste	Printing	1,000
2-4301-225570	Trade Waste	Trade Waste - 2021 Peterbuilt Garbage Truck	15,500
2-4301-225576	Trade Waste	Trade Waste - 2019 Peterbuilt Garbage Truck	13,500
2-4301-227400	Trade Waste	Insurance	5,900
2-4301-251000	Trade Waste	Materials & Supplies	750
2-4301-251017	Trade Waste	Trade Waste - Garbage Bins	1,000
2-4301-251200	Trade Waste	Personal Protection/Health & Wellness	750
2-4301-251500	Trade Waste	Gasoline/Diesel/Oil/Grease	25,000
2-4301-276200	Trade Waste	Contribution to Capital	75,000
2-4301-295000	Trade Waste	TCA Amort. Exp.	66,000
2-4302-211000	Landfill	Salaries	143,430
2-4302-211000	Landfill	Salaries	570
2-4302-213100	Landfill	Local Authorities Pension P	12,380
2-4302-213200	Landfill	Canada Pension Plan	7,970
2-4302-213200	Landfill	Canada Pension Plan	(40)
2-4302-213300	Landfill	Employment Insurance	(10)
2-4302-213300	Landfill	Employment Insurance	2,550
2-4302-213500	Landfill	AUMA Benefits	14,860
2-4302-213500	Landfill	AUMA Benefits	720
2-4302-213600	Landfill	Workers Compensation	250
2-4302-213600	Landfill	Workers Compensation	2,150
2-4302-214800	Landfill	Training & Development	1,400
2-4302-221100	Landfill	Travel & Subsistence	1,000
2-4302-221400	Landfill	Memberships	250
2-4302-221700	Landfill	Telephone, Internet, Cable	1,300
2-4302-222000	Landfill	Advertising/Subscriptions	1,000
2-4302-223400	Landfill	Consulting Services	15,000
2-4302-225200	Landfill	Building Maintenance	3,000
2-4302-225303	Landfill	Landfill - 2023 John Deere Crawler Loader	3,500
2-4302-225306	Landfill	Landfill - Compactor 816F2 Maint	10,000
2-4302-225561	Landfill	2004 Chev 1/2 Ton Truck	12,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-4302-226301	Landfill	Hired Equipment	60,000
2-4302-227400	Landfill	Insurance	7,750
2-4302-251000	Landfill	Materials & Supplies	6,500
2-4302-251018	Landfill	Landfill - Toxic Roundup	18,500
2-4302-251200	Landfill	Personal Protection/Health & Wellness	1,050
2-4302-251500	Landfill	Gasoline/Diesel/Oil/Grease	27,500
2-4302-254300	Landfill	Gas Utilities	2,300
2-4302-254400	Landfill	Power Utilities	2,100
2-4302-281000	Landfill	Bank Charges and Interest	300
2-4302-295000	Landfill	TCA Amort. Exp.	107,000
2-4303-211000	Recycle	Salaries	135,170
2-4303-213100	Recycle	Local Authorities Pension P	11,410
2-4303-213200	Recycle	Canada Pension Plan	7,570
2-4303-213300	Recycle	Employment Insurance	2,590
2-4303-213500	Recycle	AUMA Benefits	15,220
2-4303-213600	Recycle	Workers Compensation	2,020
2-4303-214800	Recycle	Training & Development	500
2-4303-222000	Recycle	Advertising/Subscriptions	500
2-4303-225200	Recycle	Building Maintenance	500
2-4303-225308	Recycle	Shredder Maintenance	100
2-4303-225313	Recycle	Capital Baler Maintenance	500
2-4303-225318	Recycle	2018 J.D. Skid Steere	8,000
2-4303-225558	Recycle	2008 GMC 1/2 Ton	4,000
2-4303-225574	Recycle	2009 International Truck	7,000
2-4303-227400	Recycle	Insurance	3,080
2-4303-251000	Recycle	Materials & Supplies	4,500
2-4303-251200	Recycle	Personal Protection/Health & Wellness	1,500
2-4303-251500	Recycle	Gasoline/Diesel/Oil/Grease	9,000
2-4303-254300	Recycle	Gas Utilities	5,200
2-4303-254400	Recycle	Power Utilities	5,000
2-4303-276200	Recycle	Contribution to Capital	8,060
2-4303-295000	Recycle	TCA Amort. Exp.	34,000
2-4304-265000	New Landfill	Asset Retirement Accretion Expense	14,020
2-4304-276200	New Landfill	Contribution to Capital	5,050
2-4304-295000	New Landfill	TCA Amort. Exp.	60,000
2-5101-276000	FCSS	Contribution to Local Board	154,300
2-5101-276001	FCSS	Provincial Grant to Board	329,620
2-5601-211000	Cemetery	Salaries	21,800
2-5601-213100	Cemetery	Local Authorities Pension P	1,480

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-5601-213200	Cemetery	Canada Pension Plan	1,210
2-5601-213300	Cemetery	Employment Insurance	420
2-5601-213500	Cemetery	AUMA Benefits	1,200
2-5601-213600	Cemetery	Workers Compensation	320
2-5601-225111	Cemetery	Maintenance	20,000
2-5601-227400	Cemetery	Insurance	700
2-5601-251000	Cemetery	Materials & Supplies	4,500
2-5601-276400	Cemetery	Add to Operating Reserve	2,500
2-5601-295000	Cemetery	TCA Amort. Exp.	2,200
2-6101-211000	Development	Salaries	140,300
2-6101-213100	Development	Local Authorities Pension P	13,410
2-6101-213200	Development	Canada Pension Plan	5,690
2-6101-213300	Development	Employment Insurance	1,600
2-6101-213500	Development	AUMA Benefits	10,030
2-6101-213600	Development	Workers Compensation	2,110
2-6101-214800	Development	Training & Development	2,500
2-6101-221100	Development	Travel & Subsistence	1,000
2-6101-221700	Development	Telephone, Internet, Cable	450
2-6101-223001	Development	Contract Services	1,000
2-6101-223200	Development	Legal/Prof. Fees	39,500
2-6101-223300	Development	Engineering	70,000
2-6101-223500	Development	Survey	2,000
2-6101-224100	Development	GIS Software	37,490
2-6101-251000	Development	Materials & Supplies	4,500
2-6101-251200	Development	Personal Protection/Health & Wellness	250
2-6201-211000	Communications	Salaries	97,590
2-6201-213100	Communications	Local Authorities Pension P	9,120
2-6201-213200	Communications	Canada Pension Plan	4,650
2-6201-213300	Communications	Employment Insurance	1,310
2-6201-213500	Communications	AUMA Benefits	7,590
2-6201-213600	Communications	Workers Compensation	1,460
2-6201-214800	Communications	Training & Development	500
2-6201-221100	Communications	Travel & Subsistence	500
2-6201-221700	Communications	Telephone, Internet, Cable	630
2-6201-222000	Communications	Advertising/Subscriptions	30,200
2-6201-224001	Communications	IT Maintenance, Materials	6,500
2-6201-251000	Communications	Materials & Supplies	2,820
2-6201-251020	Communications	Web Page	7,900
2-6201-251200	Communications	Personal Protection/Health & Wellness	250

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-6201-295000	Communications	TCA Amort. Exp.	800
2-6301-211000	Economic Development	Salaries	35,960
2-6301-213100	Economic Development	Local Authorities Pension P	3,070
2-6301-213200	Economic Development	Canada Pension Plan	1,960
2-6301-213300	Economic Development	Employment Insurance	560
2-6301-213500	Economic Development	AUMA Benefits	3,650
2-6301-213600	Economic Development	Workers Compensation	540
2-6301-214800	Economic Development	Training & Development	1,000
2-6301-221100	Economic Development	Travel & Subsistence	1,000
2-6301-221400	Economic Development	Memberships	300
2-6301-221700	Economic Development	Telephone, Internet, Cable	450
2-6301-222105	Economic Development	Contribution to Community Projects	5,000
2-6301-251000	Economic Development	Materials & Supplies	3,000
2-7201-211000	Recreation Administration	Salaries	311,100
2-7201-213100	Recreation Administration	Local Authorities Pension P	16,680
2-7201-213200	Recreation Administration	Canada Pension Plan	14,970
2-7201-213300	Recreation Administration	Employment Insurance	5,360
2-7201-213500	Recreation Administration	AUMA Benefits	16,310
2-7201-213600	Recreation Administration	Workers Compensation	4,660
2-7201-214800	Recreation Administration	Training & Development	3,500
2-7201-221100	Recreation Administration	Travel & Subsistence	2,000
2-7201-221400	Recreation Administration	Memberships	750
2-7201-221600	Recreation Administration	Postage	1,000
2-7201-221700	Recreation Administration	Telephone, Internet, Cable	3,000
2-7201-223200	Recreation Administration	Legal/Prof. Fees	3,500
2-7201-224001	Recreation Administration	IT Maintenance, Materials	30,600
2-7201-225300	Recreation Administration	Equipment Maintenance	3,960
2-7201-227400	Recreation Administration	Insurance	3,070
2-7201-251000	Recreation Administration	Materials & Supplies	8,000
2-7201-251026	Recreation Administration	Program Materials	17,500
2-7201-251027	Recreation Administration	Summer Program Materia	15,000
2-7201-251028	Recreation Administration	Summer Programs General	4,500
2-7201-251029	Recreation Administration	Summer Equip. Replace	500
2-7201-251200	Recreation Administration	Personal Protection/Health & Wellness	1,500
2-7201-295000	Recreation Administration	TCA Amort. Exp.	4,100
2-7202-211000	Arena	Salaries	330,730
2-7202-213100	Arena	Local Authorities Pension P	27,130
2-7202-213200	Arena	Canada Pension Plan	17,960
2-7202-213300	Arena	Employment Insurance	5,750

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-7202-213500	Arena	AUMA Benefits	22,240
2-7202-213600	Arena	Workers Compensation	5,000
2-7202-214800	Arena	Training & Development	5,000
2-7202-221100	Arena	Travel & Subsistence	2,200
2-7202-221400	Arena	Memberships	750
2-7202-221500	Arena	Freight	250
2-7202-221600	Arena	Postage	200
2-7202-221700	Arena	Telephone, Internet, Cable	4,000
2-7202-225200	Arena	Building Maintenance	32,000
2-7202-225300	Arena	Equipment Maintenance	15,500
2-7202-225301	Arena	Ice Plant Maintenance	14,420
2-7202-225307	Arena	2024 Zamboni	7,600
2-7202-225324	Arena	2013 Zamboni	8,600
2-7202-226300	Arena	Alarm Lease	450
2-7202-227400	Arena	Insurance	40,000
2-7202-251000	Arena	Materials & Supplies	10,000
2-7202-251001	Arena	Janitor Supplies	10,000
2-7202-251031	Arena	Rink Boards/Outdoor Rink	5,000
2-7202-251200	Arena	Personal Protection/Health & Wellness	6,000
2-7202-251500	Arena	Gasoline/Diesel/Oil/Grease	8,700
2-7202-254100	Arena	Town Utilities	4,900
2-7202-254300	Arena	Gas Utilities	17,500
2-7202-254400	Arena	Power Utilities	116,000
2-7202-276200	Arena	Contribution to Capital	50,000
2-7202-295000	Arena	TCA Amort. Exp.	222,000
2-7203-211000	Pool	Salaries	718,250
2-7203-213100	Pool	Local Authorities Pension P	25,640
2-7203-213200	Pool	Canada Pension Plan	39,670
2-7203-213300	Pool	Employment Insurance	15,130
2-7203-213500	Pool	AUMA Benefits	27,410
2-7203-213600	Pool	Workers Compensation	10,780
2-7203-214800	Pool	Training & Development	9,000
2-7203-221100	Pool	Travel & Subsistence	2,000
2-7203-221400	Pool	Memberships	1,000
2-7203-221500	Pool	Freight	3,500
2-7203-221600	Pool	Postage	600
2-7203-221700	Pool	Telephone, Internet, Cable	4,500
2-7203-224001	Pool	IT Maintenance, Materials	21,050
2-7203-225200	Pool	Building Maintenance	25,500

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-7203-225300	Pool	Equipment Maintenance	19,500
2-7203-226300	Pool	Alarm Lease	1,000
2-7203-227400	Pool	Insurance	47,500
2-7203-251000	Pool	Materials & Supplies	11,500
2-7203-251001	Pool	Janitor Supplies	10,000
2-7203-251013	Pool	Uniforms	3,000
2-7203-251032	Pool	First Aid Supplies	3,000
2-7203-251033	Pool	Pro Shop Materials/Supplies	6,000
2-7203-251034	Pool	Program Public/Materials/Supplies	4,500
2-7203-251035	Pool	Leadership Supplies	5,000
2-7203-251200	Pool	Personal Protection/Health & Wellness	2,750
2-7203-253100	Pool	Chemicals & Salts	60,000
2-7203-254100	Pool	Town Utilities	11,500
2-7203-254300	Pool	Gas Utilities	165,000
2-7203-254400	Pool	Power Utilities	125,000
2-7203-276200	Pool	Contribution to Capital	50,000
2-7203-281000	Pool	Bank Charges and Interest	4,200
2-7203-283100	Pool	Debenture Interest	110,240
2-7203-283200	Pool	Debenture Principal	180,330
2-7203-295000	Pool	TCA Amort. Exp.	304,000
2-7204-211000	Parks	Salaries	163,780
2-7204-211000	Parks	Salaries	3,000
2-7204-213100	Parks	Local Authorities Pension P	10,140
2-7204-213200	Parks	Canada Pension Plan	8,420
2-7204-213300	Parks	Employment Insurance	2,880
2-7204-213500	Parks	AUMA Benefits	7,760
2-7204-213600	Parks	Workers Compensation	2,440
2-7204-214800	Parks	Training & Development	4,000
2-7204-221100	Parks	Travel & Subsistence	1,500
2-7204-221500	Parks	Freight	300
2-7204-221700	Parks	Telephone, Internet, Cable	200
2-7204-225105	Parks	Entrance Sign Maintenance	500
2-7204-225106	Parks	Community Beautification	17,800
2-7204-225112	Parks	Landscaping/Nursery Maintenance	2,000
2-7204-225114	Parks	Trees	5,000
2-7204-225115	Parks	Downtown Area	1,500
2-7204-225117	Parks	Playground/Parks Maintenance	11,000
2-7204-225118	Parks	All Wheels Park Maintenance	3,000
2-7204-225300	Parks	Equipment Maintenance	6,000

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-7204-225302	Parks	2013 John Deere Gator	2,000
2-7204-225305	Parks	2013 John Deere Tractor/Loader	1,500
2-7204-225309	Parks	2021 John Deere Mower 997R	1,500
2-7204-225310	Parks	2023 John Deere Mower Z997R	1,500
2-7204-225311	Parks	2025 John Deere Mower	1,500
2-7204-225312	Parks	2019 John Deere Mower	2,000
2-7204-225322	Parks	2016 JD Skid Steer	2,000
2-7204-225328	Parks	1999 John Deere/Rotary Mower	100
2-7204-225329	Parks	Parks - 2018 PJ 18' Utility Trailer	1,000
2-7204-225332	Parks	2016 Degelman Mower	1,500
2-7204-225504	Parks	2021 Open Deck Dump Trailer	1,000
2-7204-225513	Parks	2022 Utility Trailer	500
2-7204-225535	Parks	2013 Chev Silverado 1/2 Ton	3,100
2-7204-225540	Parks	2014 Dodge 3/4 Ton Crew Cab	2,000
2-7204-225546	Parks	2014 Ford 1 Ton	3,000
2-7204-225547	Parks	2019 Ford Superduty 3/4 Ton	4,600
2-7204-225555	Parks	2023 1/2 Ton Truck	3,600
2-7204-225568	Parks	2008 Dodge Ram 3/4 Ton	4,500
2-7204-225900	Parks	Contracted Services	19,500
2-7204-227400	Parks	Insurance	11,500
2-7204-251000	Parks	Materials & Supplies	7,500
2-7204-251036	Parks	Communities In Bloom	1,500
2-7204-251500	Parks	Gasoline/Diesel/Oil/Grease	14,000
2-7204-254100	Parks	Town Utilities	19,000
2-7204-254400	Parks	Power Utilities	7,500
2-7204-295000	Parks	TCA Amort. Exp.	75,000
2-7205-211000	Sportsground	Salaries	35,190
2-7205-213100	Sportsground	Local Authorities Pension P	2,590
2-7205-213200	Sportsground	Canada Pension Plan	1,650
2-7205-213300	Sportsground	Employment Insurance	520
2-7205-213500	Sportsground	AUMA Benefits	1,950
2-7205-213600	Sportsground	Workers Compensation	530
2-7205-221700	Sportsground	Telephone, Internet, Cable	100
2-7205-225100	Sportsground	Grounds Maintenance	4,000
2-7205-225200	Sportsground	Building Maintenance	3,000
2-7205-225300	Sportsground	Equipment Maintenance	1,000
2-7205-225900	Sportsground	Contracted Services	3,200
2-7205-227400	Sportsground	Insurance	9,000
2-7205-251000	Sportsground	Materials & Supplies	2,100

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-7205-254100	Sportsground	Town Utilities	370
2-7205-254300	Sportsground	Gas Utilities	1,800
2-7205-254400	Sportsground	Power Utilities	1,500
2-7205-295000	Sportsground	TCA Amort. Exp.	16,000
2-7206-225900	Rotary Park	Contracted Services	5,800
2-7206-251000	Rotary Park	Materials & Supplies	1,000
2-7206-254400	Rotary Park	Power Utilities	4,200
2-7206-295000	Rotary Park	TCA Amort. Exp.	2,700
2-7207-225200	Bowling Alley	Building Maintenance	2,000
2-7207-227400	Bowling Alley	Insurance	4,400
2-7207-254100	Bowling Alley	Town Utilities	1,100
2-7207-265000	Bowling Alley	Asset Retirement Accretion Expense	920
2-7207-295000	Bowling Alley	TCA Amort. Exp.	15,000
2-7209-211000	Curling	Salaries	3,880
2-7209-213100	Curling	Local Authorities Pension P	330
2-7209-213200	Curling	Canada Pension Plan	220
2-7209-213300	Curling	Employment Insurance	50
2-7209-213500	Curling	AUMA Benefits	300
2-7209-213600	Curling	Workers Compensation	50
2-7209-221700	Curling	Telephone, Internet, Cable	10
2-7209-225200	Curling	Building Maintenance	5,000
2-7209-227400	Curling	Insurance	9,060
2-7209-251000	Curling	Materials & Supplies	1,000
2-7209-254100	Curling	Town Utilities	1,000
2-7209-254300	Curling	Gas Utilities	1,800
2-7209-254400	Curling	Power Utilities	3,700
2-7209-265000	Curling	Asset Retirement Accretion Expense	3,330
2-7209-295000	Curling	TCA Amort. Exp.	44,000
2-7210-211000	Walking Trail	Salaries	3,830
2-7210-213100	Walking Trail	Local Authorities Pension P	360
2-7210-213200	Walking Trail	Canada Pension Plan	190
2-7210-213300	Walking Trail	Employment Insurance	50
2-7210-213500	Walking Trail	AUMA Benefits	290
2-7210-213600	Walking Trail	Workers Compensation	60
2-7210-221700	Walking Trail	Telephone, Internet, Cable	20
2-7210-225100	Walking Trail	Grounds Maintenance	39,000
2-7210-295000	Walking Trail	TCA Amort. Exp.	23,500
2-7213-254100	Museum	Town Utilities	250
2-7213-295000	Museum	TCA Amort. Exp.	400

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
2-7401-211000	Tourism	Salaries	33,400
2-7401-213100	Tourism	Local Authorities Pension P	2,460
2-7401-213200	Tourism	Canada Pension Plan	1,860
2-7401-213300	Tourism	Employment Insurance	610
2-7401-213500	Tourism	AUMA Benefits	2,120
2-7401-213600	Tourism	Workers Compensation	510
2-7401-221700	Tourism	Telephone, Internet, Cable	20
2-7401-222000	Tourism	Advertising/Subscriptions	22,000
2-7401-222101	Tourism	Promotion - Appreciation Events	18,050
2-7401-222102	Tourism	Promotion - Doctor Recruitment/Retention	500
2-7401-222103	Tourism	Tourism - Museum Operations/Tourist Booth	10,000
2-7401-222104	Tourism	Tourism - Cultural Celebration/Large Events	30,000
2-7401-225104	Tourism	Flag Maintenance	7,000
2-7401-225113	Tourism	Decoration Maintenance	4,500
2-7401-251000	Tourism	Materials & Supplies	20,250
2-7401-251046	Tourism	Tourism/Culture - Comp Recreation Passes	750
2-7401-277000	Tourism	Contribution to Organizations	22,310
2-7401-295000	Tourism	TCA Amort. Exp.	1,000
2-7402-221400	Twinning	Memberships	1,200
2-7402-221600	Twinning	Postage	100
2-7402-222000	Twinning	Advertising/Subscriptions	500
2-7402-251003	Twinning	Meeting Expenses	300
2-7402-251024	Twinning	Promotions	1,000
2-7402-251037	Twinning	Delegation Activities	4,000
2-7402-251038	Twinning	Misc. Activity/Japanese Garden	500
2-7402-256500	Twinning	Mileage/Rentals	500
2-7403-276003	Library	Library - Contribution to Libraries	132,780
2-7403-276003	Library	Library - Contribution to Libraries	20,950
2-8101-274100	Requisition	Requisition - School	1,659,700
2-8101-274101	Requisition	Requisition - Barrhead & Dist. Social Housin	117,370
2-8101-274102	Requisition	Requisition - Govt of Alberta Re: Des. Ind.	540
2-8101-274103	Requisition	Requisition - Grant In Lieu Adjustment	21,050
2-9701-276200	Contingency/General	Contribution to Capital	25,000
2-9701-299001	Contingency/General	Underlevies Previous Year	500
Sub-Total Expenses			19,665,300
Less Amortization Expenses			2,166,600
Total Expenses			17,498,700

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
		DIFFERENCE BETWEEN REVENUES AND EXPENSES (SURPLUS)	16,350

TOWN OF BARRHEAD

2026 CAPITAL BUDGETS - FINAL

CAPITAL REVENUES

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
5-1201-592000	Administration	From Capital Reserve	- 48,000
5-1201-593000	Administration	From Operating Function	- 55,000
5-1201-594000	Administration	From Other Capital Function	- 95,000
5-2301-585000	Fire	County Contribution	- 8,000
5-2301-592000	Fire	From Capital Reserve	- 8,000
5-2303-559000	ERC	Revenue from Own Source	- 5,000
5-2303-585000	ERC	County Contribution	- 13,450
5-2303-592000	ERC	From Capital Reserve	- 13,450
5-2601-593000	Enforcement	From Operating Function	- 55,000
5-3101-560000	Common Services	Sale of Fixed Asset	- 50,000
5-3101-584001	Common Services	Prov. Grants (MSI)	- 125,000
5-3101-592000	Common Services	From Capital Reserve	- 295,000
5-3201-555000	Roads	Return On Investments	- 3,200
5-3201-583003	Roads	Fed. Gr. (Bldg Can)	- 30,000
5-3201-584001	Roads	Municipal Sustainability Grant	- 530,000
5-3201-592000	Roads	From Capital Reserve	- 125,000
5-4101-555000	Water	Return On Investments	- 10,500
5-4101-559000	Water	Revenue from Own Source	- 125,000
5-4101-592000	Water	From Capital Reserve	- 375,000
5-4101-593000	Water	From Operating Function	- 271,440
5-4201-555000	Sewer	Return On Investments	- 11,500
5-4201-584016	Sewer	Provincial Grant - AMWWP	- 529,650
5-4201-592000	Sewer	From Capital Reserve	- 605,350
5-4201-593000	Sewer	From Operating Function	- 385,240
5-4301-592000	Trade Waste	From Capital Reserve	- 75,000
5-4301-593000	Trade Waste	From Operating Function	- 75,000
5-4303-593000	Recycle	From Operating Function	- 8,060
5-4304-593000	New Landfill	From Operating Function	- 5,050
5-7201-592000	Recreation	From Capital Reserve	- 6,500
5-7202-555000	Arena	Return On Investments	- 1,200

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
5-7202-592000	Arena	From Capital Reserve	- 95,000
5-7202-593000	Arena	From Operating Function	- 50,000
5-7203-555000	Pool	Return on Investments	- 5,000
5-7203-592000	Pool	From Capital Reserve	- 49,000
5-7203-593000	Pool	From Operating Function	- 50,000
5-7204-555000	Parks	Return on Investment	- 4,000
5-7204-583000	Parks	Federal Grants	- 125,000
5-7204-592000	Parks	From Capital Reserve	- 41,900
5-7204-594000	Parks	From Other Capital Functions	- 40,000
5-7205-559000	Sportsground	Revenue from Own Source	- 2,100
5-7205-594000	Sportsground	From Other Capital Function	- 96,800
5-7401-594000	Tourism	Transfer From Other Capital Function	- 80,000
5-9701-555000	Contingency	Return On Investments	- 9,500
5-9701-592000	Contingency	From Capital Reserve	- 311,800
5-9701-593000	Contingency	From Operating Function	- 25,000
5-9702-597000	Offsite	Developer's Levy Payment	- 10,000
Total Capital Revenues -			4,938,690

CAPITAL EXPENSES

6-1201-663000	Administration	Equipment Additions	178,000
6-1201-676700	Administration	Add to Capital Reserve	20,000
6-2301-663000	Fire	Equipment Additions	16,000
6-2303-662000	ERC	Building Additions	31,900
6-2601-676700	Enforcement	Add to Capital Reserve	55,000
6-3101-662000	Common Services	Town Shop Addition	30,000
6-3101-663000	Common Services	Equipment Additions	375,000
6-3101-665000	Common Services	Vehicles Additions	65,000
6-3201-661000	Roads	Engineering Structures General	65,000
6-3201-661006	Roads	Eng. St. Sidewalk Prog.	40,000
6-3201-661008	Roads	Mehden Road Upgrades	30,000
6-3201-661009	Roads	West Boundary Road Excavation	20,000
6-3201-661028	Roads	50 Ave, 58 to 60 St Overlay	530,000
6-3201-676700	Roads	Add To Capital Reserve	3,200

<u>Account Number</u>	<u>Department</u>	<u>Account Description</u>	<u>2026 Budget</u>
6-4101-661000	Water	Engineering Structures	500,000
6-4101-676700	Water	Add To Capital Reserve	281,940
6-4201-661017	Sewer	Eng. St. Lagoon Upgrades	1,135,000
6-4201-676700	Sewer	Add To Capital Reserve	396,740
6-4301-663000	Trade Waste	Equipment Addition	75,000
6-4301-676700	Trade Waste	Add To Capital Reserve	75,000
6-4303-676700	Recycle	Add to Capital Reserve	8,060
6-4304-676700	New Landfill	Add to Capital Reserve	5,050
6-7201-663000	Recreation	Equipment Addition	6,500
6-7202-662000	Arena	Building Additions	95,000
6-7202-676700	Arena	Add To Capital Reserve	51,200
6-7203-663000	Pool	Equipment Additions	49,000
6-7203-676700	Pool	Add to Capital Reserve	55,000
6-7204-662000	Parks	Buildings Additions	15,000
6-7204-664500	Parks	Land Improvement	191,900
6-7204-676700	Parks	Add to Capital Reserve	4,000
6-7205-664500	Sportsground	Land Improvements	96,800
6-7205-676700	Sportsground	Add to Capital Reserve	2,100
6-7401-661000	Tourism/Culture	Engineering Structures	80,000
6-9701-676600	Contingency	To Other Capital Functions	311,800
6-9701-676700	Contingency	Add To Capital Reserve	34,500
6-9702-676700	Offsite	Add to Capital Reserve	10,000
Total Capital Expenses			4,938,690

TOWN OF BARRHEAD 2026 CAPITAL BUDGET HIGHLIGHTS

PUBLIC WORKS DEPARTMENT, INCLUDING ROADS

- Shop Upstairs Upgrade
- New Sidewalks
- 50 Ave, 58 St to 60 St Overlay
- Concrete Crushing/Stock Piles
- New Loader
- Mehden Road Engineering
- West Boundary Road Excavation

WATER, SEWER, STORM SEWER, TRADE WASTE AND RECYCLE

- Culvert Replacement on Water Plant Service Road
- Wastewater (Lagoon) Upgrades-Engineering
- Curotto Can
- Lagoon Area Fencing

ADMINISTRATION

- New Financial System Integration
- Computer Equipment/Server Upgrades

PARKS AND RECREATION

- New Tables and Chairs
- Arena Low Ceiling Insulation
- Splash Park Accessibility Upgrades
- Tennis Court/Pickleball Upgrades
- Recreation Centre Water Recirculation
- Acid Rite System at Pool
- General Upgrades (Playground Perimeters, etc.)
- Downtown Revitalization Architect

JOINT PROJECTS WITH COUNTY OF BARRHEAD, INCLUDING FIRE AND LANDFILL

- Fire AFRCCS Radios
- ERC Building Boilers
- ERC Training Facility

2026 CAPITAL BUDGET \$ 4,938,690
(includes \$1,001,790.00 for additional contribution to reserves for future projects)

Description	Pre-Interim Budget	Final Budget	Variance	Comments
Pre-Interim Capital Budget Amount			6,084,250	
Administration				
Council, Committee, Admin - Computer Equipment	63,000	83,000	20,000	Additional funds required for Council Chambers Upgrade
Roads				
Mehden Road Upgrades	810,000	30,000	-780,000	Amended to only include engineering for basework in 2026
Storm Sewer				
Mehden Road Storm Sewer	10,000	-	-10,000	Amended to only include engineering for basework in 2026
Water				
Remote Mower	8,000	-	-8,000	Council direction - remove from plan
Add to Reserves	271,730	268,440	-3,290	Adjusted Net Revenues/Expenses
Sewer				
Add to Reserve	381,720	385,240	3,520	Adjusted Net Revenues/Expenses
Recycle				
Add to Reserve	7,310	8,060	750	Adjusted Net Revenues/Expenses
Commun				
Contribution to Other Capital Functions	30,000	-	-30,000	Removal of Downtown Garbage Cans

2026 Capital Budget Change Listing - Pre-Interim Versus Final Budget

Parks				
Lions Park Playground Equipment	200,000	-	-200,000	Council direction - wait until Recreation study is completed in future
Garbage Cans With Lids	30,000	-	-30,000	Council direction - wait until downtown study is complete
Fire Pit in Cecile Martin Park	18,000	-	-18,000	Council direction - remove from plan
Tourism				
Point of Interest	75,000	-	-75,000	Council direction - nothing until downtown study is complete
General				
Transfer to Other Function	327,340	311,800	-15,540	Removal of Fire Pit at Cecile Martin Park
Final Capital Budget Amount			4,938,690	

2026 Capital Budget Details

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2026 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				LGFF/MSI	CCBF	Other						
4	Administration											
5	Council, Committee, Admin - Computer Equipment	83,000	48,000				35,000					35,000
6	New Financial System	95,000								95,000	From General Capital Reserve	
7	Add to Reserves	20,000					20,000					20,000
8												
9	FIRE											
10	AFRCCS Radios	16,000	8,000					8,000				
11												
12	ERC											
13	Training Facility	11,900	3,450					3,450		5,000	Western Community Foundation Grant	
14	Boilers	20,000	10,000					10,000				
15												
16	Bylaw Enforcement											
17	Add to Reserves	55,000					55,000					55,000
18												
19	Common Services											
20	Loader	375,000	200,000	125,000					50,000			
21	One Ton Truck	65,000	65,000									
22	Shop Upstairs Upgrade	30,000	30,000									
23												
24	Roads											
25	Sidewalk (New)	40,000	40,000									
26	Mehden Road Upgrades	30,000			30,000							
27	50 Avenue, 58 Street to 60 Street Overlay	530,000		530,000								
28	West Boundary Road Excavation	20,000	20,000									
29	Concrete Crushing/Stock Piles	65,000	65,000									
30	Add Interest to Reserve	3,200								3,200	Return on Investment	
31												
32	Water											
33	Culvert Replacement on Water Plant Service Road	500,000	375,000							125,000	Contribution from BRWC	
34	Add to Reserves	268,440					268,440					268,440
35	Add Interest to Reserve	10,500								10,500	Return on Investment	
36												
37	<u>Barrhead Regional Water Commission</u>											
38	Add to Reserves	3,000					3,000					3,000
39												
40	<u>Sewer</u>											
41	Fencing Lagoon Area	35,000	35,000									
42	Lagoon Upgrades	1,100,000	570,350			529,650						
43	Add to Reserve	385,240					385,240					385,240
44	Add Interest to Reserve	11,500								11,500	Return on Investment	
45												
46	<u>Tradewaste</u>											
47	Curotto Can	75,000	75,000									

2026 Capital Budget Details

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2026 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				LGFF/MSI	CCBF	Other						
48	Add to Reserves	75,000					75,000					75,000
49												
50	<u>Landfill</u>											
51	Add to Reserves	5,050					5,050					5,050
52												
53	<u>Recycle</u>											
54	Add to Reserve	8,060					8,060					8,060
55												
56	<u>Recreation Administration</u>											
57	Tables (12) and Chairs (120)	6,500	6,500									
58												
59	<u>Arena</u>											
60	Low Ceiling Insulation	80,000	80,000									
61	Water Recirculation	15,000	15,000									
62	Add to Reserves	50,000					50,000					50,000
63	Building - Add Int to Reserves	1,200								1,200	Return on Investment	
64												
65	<u>Pool</u>											
66	Acid Rite System	49,000	49,000									
67	Add to Reserve	50,000					50,000					50,000
68	Add Interest to Reserve	5,000								5,000	Return on Investment	
69												
70	<u>Parks</u>											
71	General Upgrades (playground perimeters, etc)	25,000								25,000	From General Capital Reserve	
72	Splash Park Accessibility Upgrades	166,900	41,900			125,000						
73	Splash Park Washroom Upgrades	15,000								15,000	From General Capital Reserve	
74	Add Int to Reserve	4,000								4,000	Return on Investment	
75												
76	<u>Sportsground</u>											
77	Tennis Court Upgrades/Pickleball	96,800								96,800	From General Capital Reserve	
78	Add Interest to Reserve	2,100								2,100	Return on Investment	
79												
80	<u>Tourism</u>											
81	Downtown Revitalization	80,000								80,000	From General Capital Reserve	
82												
83	<u>General</u>											
											Administration - Financial Software 95,000, General Playground Upgrades 25,000, Tennis Court Upgrades 85,000, Splash Park Washroom Upgrade -15,000	
84	Transfer to Other Function	311,800	311,800									
85	Add to Reserves	25,000					25,000					25,000
86	Add Interest to Reserve	9,500								9,500	Return on Investment	
87												
88	<u>Offsite</u>											

2026 Capital Budget Details

	A	B	C	D	E	F	G	H	I	J	K	L
1	Description	Expense Amount	Source of Funding									Net 2026 Budget Implications
2			Capital Reserves	Grants			Operating	County Cont.	Sale of Asset	Other	Comments	
3				LGFF/MSI	CCBF	Other						
89	Add to Reserves	10,000								10,000	Offsite Levies	
90												
91												
92	TOTALS	4,938,690	2,049,000	655,000	30,000	654,650	979,790	21,450	50,000	498,800		979,790
93												
94												
95												
96												
97												
98												
99				LGFF/MSI	CCBF							
100		Est Balance of Unallocated Grant as of December 31, 2025		1,854,389	616,454							
101												
102		2026 Estimated Allotment		782,052	312,382							
103												
104		2026 Projected Interest Earned		3,000	-							
105												
106												
107		2026 Project Expenses	-	655,000	-	30,000						
108		Projected Balance of Unallocated Grant as of December 31, 2026		1,984,441	898,836							
109												

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Expenses											
12 Administration											
1201 Administration											
1201-Admin - 0001 - Council, Committee, Admin. - Computer Equip.		83,000	30,000	30,000	80,000	40,000	40,000	40,000	40,000	40,000	40,000
1201-Admin - 0003 - New Financial System		95,000	0	0	0	0	0	0	0	0	0
1201-Admin - 9998 - Add to Reserve		20,000	0	0	0	0	0	0	0	0	0
Total: 1201 Administration		198,000	30,000	30,000	80,000	40,000	40,000	40,000	40,000	40,000	40,000
Total: 12 Administration		198,000	30,000	30,000	80,000	40,000	40,000	40,000	40,000	40,000	40,000
23 Fire & ERC											
2301 Fire											
2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2028)		0	0	150,000	0	0	0	0	0	0	0
2301-Fire - 0002 - 2023 Command 2 Truck (2034)		0	0	0	0	0	0	0	0	130,000	0
2301-Fire - 0004 - 2021 Fort Garry Fire Engine - Eng. 37 (2040)		0	0	0	0	0	0	0	0	0	800,000
2301-Fire - 0005 - 2011 Freightliner - Rescue 8 (2035)		0	0	0	0	0	0	0	0	0	900,000
2301-Fire - 0006 - 2008 Freightliner Fire Truck-Tender 34		0	0	0	0	0	350,000	0	0	0	0
2301-Fire - 0008 - 2020 RAT 1 (2030)		0	0	0	0	250,000	0	0	0	0	0
2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2030)		0	0	0	0	40,000	0	0	0	0	0
2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2032)		0	0	0	0	0	0	1,500,000	0	0	0
2301-Fire - 0011 - AFRACS Radios		16,000	0	0	0	0	0	0	0	0	0
2303-ERC - 0002 - ERC - Training Facility		11,900	0	0	0	0	0	0	0	0	0
2303-ERC - 0006 - ERC - Roofing		0	0	0	0	80,000	0	0	0	0	0
2303-ERC - 0007 - ERC - Boilers		20,000	0	0	0	0	0	0	0	0	0
Total: 2301 Fire		47,900	0	150,000	0	370,000	350,000	1,500,000	0	130,000	1,700,000
Total: 23 Fire & ERC		47,900	0	150,000	0	370,000	350,000	1,500,000	0	130,000	1,700,000
26 Enforcement Services											
2601 Enforcement Services											
2601-Bylaw - 0002 - New Vehicle		0	65,000	0	0	0	0	0	0	0	0
2601-Bylaw - 9998 - Add to Reserve		55,000	0	0	0	0	0	0	0	0	0
Total: 2601 Enforcement Services		55,000	65,000	0	0	0	0	0	0	0	0
Total: 26 Enforcement Services		55,000	65,000	0	0	0	0	0	0	0	0
31 Public Works											
3101 Common Services											
3101-Common - 0001 - Asphalt Recycler		0	165,000	0	0	0	0	0	0	0	0

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
3101-Common - 0003 - Snowblower Unit		0	0	150,000	0	0	0	0	0	0	0
3101-Common - 0004 - Cold Storage - Bldg. Addition		0	20,000	0	0	0	0	0	0	0	0
3101-Common - 0006 - Backhoe		0	0	0	0	0	0	160,000	0	0	0
3101-Common - 0007 - Loader		375,000	0	0	0	0	0	0	0	0	0
3101-Common - 0008 - Grader (2036)		0	0	0	0	0	0	0	0	0	450,000
3101-Common - 0009 - Sweeper (2035)		0	0	0	0	0	0	0	0	0	350,000
3101-Common - 0010 - Tandem Gravel Truck		0	229,000	0	0	0	0	0	0	0	0
3101-Common - 0011 - One Ton Truck		65,000	0	0	0	0	0	0	0	0	0
3101-Common - 0012 - Half Ton Truck		0	0	68,000	0	68,000	0	68,000	0	68,000	0
3101-Common - 0013 - Overhead Crane		0	0	0	0	0	0	0	0	100,000	0
3101-Common - 0016 - Skid Steer		0	54,000	0	0	0	0	0	0	0	0
3101-Common - 0020 - Welder/Trailer		0	0	0	0	0	0	0	0	17,000	0
3101-Common - 0023 - Tractor		0	0	0	78,000	0	0	0	0	0	0
3101-Common - 0024 - Generator (2035)		0	0	0	0	0	0	0	0	0	68,000
3101-Common - 0026 - Air Compressor		0	0	0	19,000	0	0	0	0	0	0
3101-Common - 0027 - Articulated Manlift		0	0	0	102,000	0	0	0	0	0	0
3101-Common - 0028 - Forklift		0	0	0	0	42,000	0	0	0	0	0
3101-Common - 0032 - Shop Upstairs Upgrade (completion of training rm & conference rm)		30,000	0	0	0	0	0	0	0	0	0
3101-Common - 0033 - Snow Wing for Loader		0	0	41,000	0	0	0	0	0	0	0
3101-Common - 9996 - Add to Reserve		0	60,000	60,000	60,000	65,000	65,000	65,000	65,000	65,000	65,000
3101-Common - 9997 - Add Int. to Reserve		0	8,500	9,000	9,000	9,000	9,000	9,200	9,200	9,200	9,200
3201-Roads - 0001 - Parking (Downtown)		0	42,000	0	0	0	0	0	0	0	0
3201-Roads - 0002 - Sidewalk (New)		40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
3201-Roads - 0004 - 61 Avenue - 43 - 47 Street (Near New RCMP Station)		0	0	0	0	800,000	0	0	0	0	0
3201-Roads - 0005 - Mehden Road Engineering (Base Work in 2027)		30,000	375,000	0	0	0	0	0	0	0	0
3201-Roads - 0007 - Town Commerical Land Development (Debenture)		0	2,500,000	0	0	0	0	0	0	0	0
3201-Roads - 0008 - 57 Avenue, 48 Street - 46 Street		0	0	650,000	0	0	0	0	0	0	0
3201-Roads - 0015 - 51 Ave, 48 Street to Hwy 33		0	0	0	0	0	0	648,000	0	0	0
3201-Roads - 0019 - 53 Street, 51 Ave - 52 Ave (2040)		0	0	0	0	0	0	0	0	0	432,000
3201-Roads - 0020 - 47 Street, 51 Avenue - 53 Avenue (2035)		0	0	0	0	0	0	0	0	0	864,000
3201-Roads - 0021 - 48 Street, 51 Avenue - 53 Avenue (2037)		0	0	0	0	0	0	0	0	0	864,000
3201-Roads - 0023 - 43 Street, 51 Avenue - 61 Avenue (2042)		0	0	0	0	0	0	0	0	0	1,500,000
3201-Roads - 0027 - Beaver Brook 50 Ave/West Boundary Access		0	0	0	45,000	0	0	0	0	0	0

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
3201-Roads - 0030 - 50 Avenue, 58 to 60 Street Overlay		530,000	0	0	0	0	0	0	0	0	0
3201-Roads - 0031 - West Boundary Road Excavation		20,000	0	0	0	0	0	0	0	0	0
3201-Roads - 0032 - Concrete Crushing/Stock Piles		65,000	65,000	0	0	0	0	0	0	0	0
3201-Roads - 9998 - Add to Reserves		0	70,000	70,000	70,000	80,000	80,000	80,000	80,000	80,000	80,000
3201-Roads - 9999 - Add Int. to Reserves		3,200	0	0	0	0	0	0	0	0	0
3701-Storm - 0002 - 61 Avenue - 43 Street (Near New RCMP Station)		0	0	0	0	200,000	0	0	0	0	0
3701-Storm - 0007 - 51 Avenue, 48 Street - Hwy 33		0	0	0	0	0	0	189,000	0	0	0
3701-Storm - 0008 - 47 Street, 51 Avenue to 53 Avenue (2035)		0	0	0	0	0	0	0	0	0	252,000
3701-Storm - 0009 - 53 Street, 51 Avenue to 52 Avenue (2040)		0	0	0	0	0	0	0	0	0	126,000
3701-Storm - 0010 - 48 Street, 51 Avenue to 53 Avenue (2037)		0	0	0	0	0	0	0	0	0	252,000
3701-Storm - 0012 - 43 Street, 51 Avenue to 61 Avenue (2042)		0	0	0	0	0	0	0	0	0	150,000
Total: 3101 Common Services		1,158,200	3,628,500	1,088,000	423,000	1,304,000	194,000	1,259,200	194,200	379,200	5,502,200
Total: 31 Public Works		1,158,200	3,628,500	1,088,000	423,000	1,304,000	194,000	1,259,200	194,200	379,200	5,502,200
41 Water, Sewer, Storm, Garbage											
4101 Water											
4101-Water - 0004 - Reservoir Ind. Pk. Eng. pump sys. - Repairs		0	100,000	0	0	0	0	0	0	0	0
4101-Water - 0006 - 61 Avenue - 43 Street (Near New RCMP Station)		0	0	0	0	150,000	0	0	0	0	0
4101-Water - 0009 - 51 Avenue, 48 Street to Highway 33		0	0	0	0	0	0	270,000	0	0	0
4101-Water - 0010 - 47 Street, 51 Avenue to 53 Avenue (2035)		0	0	0	0	0	0	0	0	0	360,000
4101-Water - 0011 - 53 Street, 51 Avenue to 52 Avenue (2040)		0	0	0	0	0	0	0	0	0	180,000
4101-Water - 0012 - 57 Avenue, 46 Street to 48 Street		0	0	135,000	0	0	0	0	0	0	0
4101-Water - 0013 - 48 Street, 51 Avenue to 53 Avenue (2037)		0	0	0	0	0	0	0	0	0	360,000
4101-Water - 0015 - 43 Street, 51 Avenue to 61 Avenue (2042)		0	0	0	0	0	0	0	0	0	150,000
4101-Water - 0017 - Pressure Reducing Station 1 Roof		0	20,000	0	0	0	0	0	0	0	0
4101-Water - 0018 - Pressure Reducing Station 2 Roof		0	20,000	0	0	0	0	0	0	0	0
4101-Water - 0019 - Pressure Reducing Station 1 Pipe Replacement		0	100,000	0	0	0	0	0	0	0	0
4101-Water - 0021 - Water Meter Replacements		0	0	0	0	0	500,000	500,000	500,000	0	0
4101-Water - 0023 - Hydrovac Trailer		0	0	180,000	0	0	0	0	0	0	0
4101-Water - 0025 - Leak Detection Equipment		0	0	0	0	40,000	0	0	0	0	0
4101-Water - 0026 - Culvert Replacement on Water Plant Service Road		500,000	0	0	0	0	0	0	0	0	0
4101-Water - 9998 - Add to Reserves		268,440	245,890	215,280	205,400	230,000	233,000	235,000	240,000	245,000	250,000
4101-Water - 9999 - Add Int. to Reserves		10,500	9,000	9,000	9,000	9,000	9,000	8,500	8,500	8,500	8,500
Total: 4101 Water		778,940	494,890	539,280	214,400	429,000	742,000	1,013,500	748,500	253,500	1,308,500

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
4102 Barrhead Regional Water Commission											
4102-BRWC - 9998 - Add to Reserves		3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Total: 4102 Barrhead Regional Water Commission		3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
4201 Sewer											
4201-Sewer - 0002 - Fencing Lagoon Area (over 6 years, 2025 includes survey)		35,000	0	0	0	0	0	0	0	0	0
4201-Sewer - 0004 - RV Dumping Station		0	100,000	0	0	0	0	0	0	0	0
4201-Sewer - 0005 - 61 Avenue - 43 Street (Near New RCMP Station)		0	0	0	0	100,000	0	0	0	0	0
4201-Sewer - 0010 - WasteWater Plant (Lagoon) Upgrades		1,100,000	0	0	0	0	0	0	0	0	0
4201-Sewer - 0011 - Desludge Cell # 1 (2027) - Every 7 Years		0	150,000	0	0	0	0	0	150,000	0	0
4201-Sewer - 0012 - Desludge Cell #3		0	550,000	0	0	0	0	0	550,000	0	0
4201-Sewer - 0016 - 51 Avenue, 48 Street to Highway 33		0	0	0	0	0	0	243,000	0	0	0
4201-Sewer - 0017 - 47 Street, 51 Avenue to 53 Avenue (2035)		0	0	0	0	0	0	0	0	0	324,000
4201-Sewer - 0018 - 53 Street, 51 Avenue to 52 Avenue (2040)		0	0	0	0	0	0	0	0	0	162,000
4201-Sewer - 0020 - 48 Street, 51 Avenue to 52 Avenue (2037)		0	0	0	0	0	0	0	0	0	324,000
4201-Sewer - 0022 - 43 Street, 51 Avenue to 61 Avenue (2042)		0	0	0	0	0	0	0	0	0	100,000
4201-Sewer - 0026 - Main Lift Station Grinder		0	200,000	0	0	0	0	0	0	0	0
4201-Sewer - 0029 - Desludging Report		0	0	0	0	18,000	0	0	0	0	0
4201-Sewer - 9998 - Add to Reserve		385,240	383,440	373,090	362,420	410,000	415,000	420,000	425,000	430,000	435,000
4201-Sewer - 9999 - Add Int. to Reserves		11,500	11,000	11,000	11,000	11,000	10,000	10,000	10,000	10,000	10,000
Total: 4201 Sewer		1,531,740	1,394,440	384,090	373,420	539,000	425,000	673,000	1,135,000	440,000	1,355,000
4301 Trade Waste											
4301-Tradewaste - 0001 - Replace Truck Chassis/Heil Compac (2030) Automated		0	0	0	0	450,000	0	0	0	0	0
4301-Tradewaste - 0003 - Truck Chassis/Heil Compac - With Curotto Can		0	425,000	0	0	0	0	0	0	0	0
4301-Tradewaste - 0004 - Curotto Can		75,000	0	0	0	0	0	0	0	0	0
4301-Tradewaste - 9998 - Add to Reserves		75,000	75,000	75,000	75,000	75,000	100,000	100,000	100,000	100,000	100,000
4301-Tradewaste - 9999 - Add Int. to Reserves		0	3,800	3,850	3,850	4,000	4,000	4,200	4,200	4,200	4,200
Total: 4301 Trade Waste		150,000	503,800	78,850	78,850	529,000	104,000	104,200	104,200	104,200	104,200
4302 Landfill											
4302-Landfill - 0003 - Compactor 816F2		0	0	0	0	0	425,000	0	0	0	0
4302-Landfill - 0004 - New Loader		0	0	0	0	0	0	0	750,000	0	0
4302-Landfill - 0005 - Equipment Storage/Recycle Building (2035)		0	0	0	0	0	0	0	0	0	500,000
4302-Landfill - 0006 - Recycle Oil Shed (2035)		0	0	0	0	0	0	0	0	0	20,000

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
4302-Landfill - 0007 - Recycle Paint Shed (2035)		0	0	0	0	0	0	0	0	0	5,000
4302-Landfill - 0008 - Chemical Shed (2035)		0	0	0	0	0	0	0	0	0	40,000
4302-Landfill - 0009 - Operator Building (2035)		0	0	0	0	0	0	0	0	0	80,000
4302-Landfill - 0015 - Scale		0	150,000	0	0	0	0	0	0	0	0
4302-Landfill - 9998 - Add to Reserves		5,050	5,050	5,050	5,050	5,050	5,050	5,050	5,050	5,050	5,050
Total: 4302 Landfill		5,050	155,050	5,050	5,050	5,050	430,050	5,050	755,050	5,050	650,050
4303 Recycle											
4303-Recycle - 0001 - Compactor		0	0	90,000	0	0	0	0	0	0	0
4303-Recycle - 0002 - Shredder (2035)		0	0	0	0	0	0	0	0	0	15,000
4303-Recycle - 0003 - Baler (2035)		0	0	0	0	0	0	0	0	0	25,000
4303-Recycle - 9998 - Add to Reserve		8,060	6,470	5,220	5,900	6,000	6,000	6,500	7,000	7,500	8,000
Total: 4303 Recycle		8,060	6,470	95,220	5,900	6,000	6,000	6,500	7,000	7,500	48,000
Total: 41 Water, Sewer, Storm, Garbage		2,476,790	2,557,650	1,105,490	680,620	1,511,050	1,710,050	1,805,250	2,752,750	813,250	3,468,750
72 Rec and Culture											
7201 Recreation Administration											
5601-Cemetery - 0001 - Columbarium		0	50,000	0	0	0	0	0	0	0	0
5601-Cemetery - 0003 - Scatter Garden and Urn Plots		0	10,000	0	0	0	0	0	0	0	0
7201-Recreation - 0006 - Chairs (120) and Tables (12)		6,500	0	0	0	0	0	0	0	0	0
7202-Arena - 0004 - Dehumidifier		0	370,000	0	0	0	0	0	0	0	0
7202-Arena - 0006 - Low E-ceiling Insulation		80,000	0	0	0	0	0	0	0	0	0
7202-Arena - 0009 - Rubber Floor Dress/Hallway		0	0	0	120,000	0	0	0	0	0	0
7202-Arena - 0011 - Rink Boards - Zamboni Gate Area		0	36,000	0	200,000	0	0	0	0	0	0
7202-Arena - 0015 - Ice Edger		0	10,000	0	0	0	0	0	0	0	0
7202-Arena - 0019 - Player Bench Flooring		0	0	0	80,000	0	0	0	0	0	0
7202-Arena - 0025 - Outdoor Rink Cover		0	0	0	0	5,000,000	0	0	0	0	0
7202-Arena - 0031 - Water Recirculation		15,000	0	0	0	0	0	0	0	0	0
7202-Arena - 0032 - Fitness Equipment on Walking Track		0	15,000	0	0	0	0	0	0	0	0
7202-Arena - 9998 - Add to Reserves		50,000	50,000	55,000	55,000	55,000	55,000	56,000	56,000	56,500	56,500
7202-Arena Building - 9997 - Add Int. to Reserves		1,200	1,000	1,000	1,200	1,300	1,300	1,300	1,400	1,500	1,500
7202-Arena Zamboni - 9999 - Add Int. To Reserves		0	1,600	1,650	1,650	1,650	1,700	1,700	1,700	1,750	0
7203-Pool - 0002 - Aquatic Stairs		0	9,000	0	0	0	0	0	0	0	0
7203-Pool - 0010 - Drain Covers (every 10 years)		0	13,000	0	0	0	0	0	0	0	0
7203-Pool - 0012 - Sound System		0	35,000	0	0	0	0	0	0	0	0
7203-Pool - 0023 - Water Features		0	15,000	0	0	0	0	0	0	0	0
7203-Pool - 0028 - Hand Dryer Upgrades		0	8,000	0	0	0	0	0	0	0	0
7203-Pool - 0030 - Tiling Hallway		0	0	10,000	0	0	0	0	0	0	0

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>

	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
7203-Pool - 0032 - Backup Generator		0	250,000	0	0	0	0	0	0	0	0
7203-Pool - 0033 - Acid Rite System		49,000	0	0	0	0	0	0	0	0	0
7203-Pool - 9998 - Add to Reserve		50,000	50,000	55,000	55,000	55,000	55,000	56,000	56,000	56,500	56,500
7203-Pool - 9999 - Add Interest to Reserve		5,000	5,000	5,000	5,000	5,000	5,000	4,000	4,000	4,000	4,000
7204-Parks - 0002 - 1 New 1/2 Ton		0	68,000	0	68,000	0	68,000	0	68,000	0	68,000
7204-Parks - 0006 - John Deere 997 Zero Turn (4 Mowers, Rotate Replacements)		0	33,000	0	100,000	0	35,000	0	36,000	0	37,000
7204-Parks - 0009 - 2013 Gator Trade In		0	70,000	0	0	0	0	0	0	0	0
7204-Parks - 0013 - Skid Steere		0	0	0	54,000	0	0	0	0	0	0
7204-Parks - 0030 - Beaver Brook Park Pit Toilet		0	0	45,000	0	0	0	0	0	0	0
7204-Parks - 0031 - General Upgrades (playground perimeters, etc)		25,000	25,000	25,000	25,000	25,000	25,000	25,000	0	0	0
7204-Parks - 0034 - Splash Park Accessibility Upgrades		166,900	0	0	0	0	0	0	0	0	0
7204-Parks - 0035 - Splash Park Washroom Upgrades (Accessibility Doors)		15,000	0	0	0	0	0	0	0	0	0
7204-Parks - 9998 - Add to Reserve		0	33,000	33,000	33,000	33,000	33,000	35,000	35,000	36,000	36,000
7204-Parks - 9999 - Add Int. to Reserve		4,000	4,000	4,000	4,000	4,000	3,000	3,000	3,000	3,000	3,000
7205-Sportsground - 0007 - Ball Field Float		0	0	6,000	0	0	0	0	0	0	0
7205-Sportsground - 0012 - Tennis Court Upgrades/Pickleball		96,800	0	0	0	0	0	0	0	0	0
7205-Sportsground - 9998 - Add to Reserve		0	30,000	30,000	30,000	30,000	30,000	30,000	30,000	31,000	31,000
7205-Sportsground - 9999 - Add Int. to Reserve		2,100	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
7206-Rotary Park - 0002 - Chain Link Fence		0	25,000	0	0	0	0	0	0	0	0
7207-Bowling Alley - 9998 - Add to Reserve		0	25,000	25,000	25,000	30,000	30,000	30,000	30,000	31,000	31,000
7209-Curling Rink - 0004 - Unit Heaters		0	0	30,000	0	0	0	0	0	0	0
7209-Curling Rink - 9998 - Add to Reserve		0	25,000	25,000	25,000	30,000	30,000	30,000	30,000	30,000	30,000
7210-Walking Trail - 0001 - Solar Pathway Lights		0	30,000	30,000	0	0	0	0	0	0	0
7210-Walking Trail - 9998 - Add to Reserve		0	8,300	8,300	8,300	8,400	8,400	8,400	8,500	8,500	8,500
Total: 7201 Recreation Administration		566,500	1,306,900	390,950	892,150	5,280,350	382,400	282,400	361,600	261,750	365,000
7401 Tourism											
7401-Tourism - 0001 - Downtown Revitalization		80,000	0	0	0	0	0	0	0	0	0
Total: 7401 Tourism		80,000	0	0	0	0	0	0	0	0	0
Total: 72 Rec and Culture		646,500	1,306,900	390,950	892,150	5,280,350	382,400	282,400	361,600	261,750	365,000
9701 Other (Includes General/Contingency)											
3301 Airport											
3301-Airport - 0001 - Capital Project Town Portion		0	0	0	0	0	0	0	175,000	0	0
3301-Airport - 9998 - Add to Reserves		0	6,000	0	6,000	0	6,000	0	6,000	0	0
Total: 3301 Airport		0	6,000	0	6,000	0	6,000	0	181,000	0	0

Project Revenues and Expenses by Division

Budget Year: 2026 Report Group: Division GL Account Type: Expenses Stage: <All> Division or Department: <All> GL Category or GL Account: <All> Asset Category or Asset Type: <All> Fund Category or Fund: <All>											
	Rank	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
9701 Other											
9701-General - 9990 - Transfer to Other Function		311,800	0	0	0	0	0	0	0	0	0
9701-General - 9998 - Add to Reserves		25,000	80,000	80,000	90,000	90,000	90,000	100,000	100,000	100,000	100,000
9701-General - 9999 - Add Int. to Reserves		9,500	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
9702-Offsite - 9998 - Add to Reserves		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total: 9701 Other		356,300	102,000	102,000	112,000	112,000	112,000	122,000	122,000	122,000	122,000
Total: 9701 Other (Includes General/Contingency)		356,300	108,000	102,000	118,000	112,000	118,000	122,000	303,000	122,000	122,000
Total Expenses		4,938,690	7,696,050	2,866,440	2,193,770	8,617,400	2,794,450	5,008,850	3,651,550	1,746,200	11,197,950

TOWN OF BARRHEAD CAPITAL RESERVES
2025 Year End Estimate

	<u>Dec.31/2024</u>	<u>Delete 2025</u>	<u>Add 2025</u>	<u>Interest</u>	<u>Dec.31/2025</u>
Administration Building	48,042.87		-	-	48,042.87
Administration Equipment	106,502.65	(53,800.00)	-	-	52,702.65
RCMP Cells/Building	-		-	-	-
Fire (Town)	279,365.98	(225,000.00)	-	-	54,365.98
ERC Building	15,029.60	-	-	-	15,029.60
Bylaw Enforcement	12,704.20		-	-	12,704.20
Shop Building	121,390.43	(32,000.00)	-	-	89,390.43
Equipment -General	149,554.54		-		149,554.54
Equipment - Grader	91,799.00		-		91,799.00
Equipment - Loader	234,673.78		-		234,673.78
Equipment - Backhoe	60,366.00		-		60,366.00
Equipment - Sweeper	47,003.00		-		47,003.00
Equipment - Snowblower	35,965.00		-		35,965.00
Equipment - Tandem/Trucks	99,671.98		-		99,671.98
Parking	42,502.65		-		42,502.65
Street Improvements	202,266.88	(3,600.00)	-	4,000.00	202,666.88
Streetlights	65,546.47	-	-		65,546.47
Sidewalks	58,809.50	-	-		58,809.50
Airport	7,540.39		-		7,540.39
Storm Sewer	12,250.00	-	-	-	12,250.00
Water, Equip, Vehicles	1,445,869.69	(174,800.00)	217,580.00	10,500.00	1,499,149.69
Sewer	2,173,911.46	(506,860.00)	426,430.00	12,500.00	2,105,981.46
Garbage Equipment	234,314.70		50,000.00	4,000.00	288,314.70
Landfill	75,685.79	(37,500.00)	5,050.00	-	43,235.79
Recycle	166,191.56	(5,400.00)	15,970.00	-	176,761.56
Cemetery	68,683.68			-	68,683.68
Communications - Fibre Optics	85,563.05	(53,000.00)	-	-	32,563.05
Subdivision - Beaver Brook (Sales)	295,669.10		-	-	295,669.10
Subdivision - Town Lot Sales	106,400.00		-	-	106,400.00
Family Care Centre (Daycare)	61,894.08		-	-	61,894.08
Recreation	31,054.80		-	-	31,054.80
Agrena - Building	240,934.40	(118,652.00)	50,000.00	1,200.00	173,482.40
Agrena - Zamboni, Equipment	92,443.27	(34,840.00)	-	-	57,603.27
Pool	355,854.77	(68,050.00)	50,000.00	7,300.00	345,104.77
Park - Sale of Land Reserve	860.00		-	-	860.00
Parks/Sportsground	89,176.05	(53,700.00)	-	2,000.00	37,476.05
Skateboard Park	200,041.00		-	2,700.00	202,741.00
Skateboard Park Sponsorships	71,550.00	(62,000.00)	-	-	9,550.00
Rotary Park	38,295.00		-	-	38,295.00
Bowling Alley	4,397.09	-	-	-	4,397.09
Curling Rink	137,342.28	(13,850.00)	-	-	123,492.28
Walking Trail	37,753.92		-	-	37,753.92
Tourism	31,058.00	-	-	-	31,058.00
General Capital	448,704.50	(50,000.00)	50,000.00	11,000.00	459,704.50
Offsite Levy	155,044.65	-	2,500.00	-	157,544.65
TOTALS	8,339,677.76	- 1,493,052.00	867,530.00	55,200.00	7,769,355.76
Deferred Revenues	<u>Dec.31/2024</u>	<u>Delete 2025</u>	<u>Add 2025</u>	<u>Interest</u>	<u>Dec.31/2025</u>
MSI Capital Deferred for Future Project (ie Loader, Lions Park)	-	-	258,320.00	4,800.00	263,120.00
WCF ERC Training Grounds Grant	5,000.00	-	-	-	5,000.00
	5,000.00	-	258,320.00	4,800.00	268,120.00
Total Reserve/Deferred Revenues	8,344,677.76	- 1,493,052.00	1,125,850.00	60,000.00	8,037,475.76

TOWN OF BARRHEAD CAPITAL RESERVES
2026 Budget

	<u>Dec.31/2025</u>	<u>Delete 2026</u>	<u>Add 2026</u>	<u>Interest</u>	<u>Dec.31/2026</u>
Administration Building	48,042.87		-	-	48,042.87
Administration Equipment	52,702.65	(48,000.00)	20,000.00	-	24,702.65
RCMP Cells/Building	-		-	-	-
Fire (Town)	54,365.98	(8,000.00)	-	-	46,365.98
ERC Building	15,029.60	(13,450.00)	-	-	1,579.60
Bylaw Enforcement	12,704.20		55,000.00	-	67,704.20
Shop Building	89,390.43	(30,000.00)	-	-	59,390.43
Equipment -General	149,554.54	(65,000.00)	-	-	84,554.54
Equipment - Grader	91,799.00		-	-	91,799.00
Equipment - Loader	234,673.78	(200,000.00)	-	-	34,673.78
Equipment - Backhoe	60,366.00		-	-	60,366.00
Equipment - Sweeper	47,003.00		-	-	47,003.00
Equipment - Snowblower	35,965.00		-	-	35,965.00
Equipment - Tandem/Trucks	99,671.98		-	-	99,671.98
Parking	42,502.65		-	-	42,502.65
Street Improvements	202,666.88	(85,000.00)	-	3,200.00	120,866.88
Streetlights	65,546.47		-	-	65,546.47
Sidewalks	58,809.50	(40,000.00)	-	-	18,809.50
Airport	7,540.39		-	-	7,540.39
Storm Sewer	12,250.00		-	-	12,250.00
Water, Equip, Vehicles	1,499,149.69	(375,000.00)	271,440.00	10,500.00	1,406,089.69
Sewer	2,105,981.46	(605,350.00)	385,240.00	11,500.00	1,897,371.46
Garbage Equipment	288,314.70	(75,000.00)	75,000.00	-	288,314.70
Landfill	43,235.79		5,050.00	-	48,285.79
Recycle	176,761.56		8,060.00	-	184,821.56
Cemetery	68,683.68	-	-	-	68,683.68
Communications - Fibre Optics	32,563.05	-	-	-	32,563.05
Subdivision - Beaver Brook (Sales)	295,669.10		-	-	295,669.10
Subdivision - Town Lot Sales	106,400.00		-	-	106,400.00
Family Care Centre (Daycare)	61,894.08		-	-	61,894.08
Recreation	31,054.80	(6,500.00)	-	-	24,554.80
Agrena - Building	173,482.40	(95,000.00)	50,000.00	1,200.00	129,682.40
Agrena - Zamboni, Equipment	57,603.27	-	-	-	57,603.27
Pool	345,104.77	(49,000.00)	50,000.00	5,000.00	351,104.77
Park - Sale of Land Reserve	860.00		-	-	860.00
Parks/Sportsground	37,476.05	(41,900.00)	-	4,000.00	423.95
Skateboard Park	202,741.00		-	2,100.00	204,841.00
Skateboard Park Sponsorships	9,550.00		-	-	9,550.00
Rotary Park	38,295.00	-	-	-	38,295.00
Bowling Alley	4,397.09		-	-	4,397.09
Curling Rink	123,492.28		-	-	123,492.28
Walking Trail	37,753.92	-	-	-	37,753.92
Tourism	31,058.00		-	-	31,058.00
General Capital	459,704.50	(311,800.00)	25,000.00	9,500.00	182,404.50
Offsite Levy	157,544.65	-	10,000.00	-	167,544.65
TOTALS	7,769,355.76	- 2,049,000.00	954,790.00	47,000.00	6,722,145.76
Deferred Revenues	<u>Dec.31/2025</u>	<u>Delete 2026</u>	<u>Add 2026</u>	<u>Interest</u>	<u>Dec.31/2026</u>
MSI Capital Deferred for Future Project (ie Loader, Lions Park)	263,120.00	(266,120.00)	-	3,000.00	-
WCF ERC Training Grounds Grant	5,000.00	(5,000.00)	-	-	-
	268,120.00	- 271,120.00	-	3,000.00	-
Total Reserve/Deferred Revenues	8,037,475.76	- 2,320,120.00	954,790.00	50,000.00	6,722,145.76

**TOWN OF BARRHEAD
OPERATING RESERVES
2025 Year End Estimate**

<u>Function</u>	<u>Dec 31/24</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/25</u>
Administration - Operating	21,000.00	-		21,000.00
Administration - Fundraising Reserve	1,120.62		150	1,270.62
RCMP	23,380.00	-		23,380.00
Fire	10,000.00			10,000.00
Fire - Grizzly Trail Fire & Rescue Assoc	-			-
Safety - Operational Reserve	32,724.80	-	-	32,724.80
Public Health - Physician Rental/Other	8,000.00	-		8,000.00
Common Services	22,068.39			22,068.39
Common Services - Safety Reserve	125,000.00		-	125,000.00
Roads - Sidewalk Reserve	161,000.00	-		161,000.00
Roads - Gravel, Asphalt	59,200.00			59,200.00
Water	54,200.00			54,200.00
Sewer	-	-	-	-
Tradewaste	5,000.00			5,000.00
Recycle	7,000.00			7,000.00
Cemetery - Russo Greek Orthodox Donation	23,215.24			23,215.24
Cemetery - Plot Perpetual Care	2,800.00	-	1,500	4,300.00
Cemetery - Columbarium Perpetual Care	17,700.00	-	1,000	18,700.00
Development	11,229.78	-		11,229.78
Economic Development	2,800.00	-		2,800.00
Recreation	-			-
Arena - Lexan Sheets	32,500.00		-	32,500.00
Arena	31,200.00		-	31,200.00
Pool Donations/Fundraising	2,169.78	-	-	2,169.78
Pool - New Facility Operating Reserve	30,000.00			30,000.00
Pool - New Facility - 2041 Debenture Reserve	145,285.00			145,285.00
Parks	5,447.60	- 3,000.00		2,447.60
Tourism - Decorations, etc.	35,269.88		-	35,269.88
Sportsground	400.00	-		400.00
Rotary Park	4,000.00			4,000.00
Bowling Alley	5,000.00			5,000.00
Walking Trail	20,000.00	-		20,000.00
Contingency	114,723.20	-	-	114,723.20
TOTAL	1,013,434.29	- 3,000.00	2,650	1,013,084.29
Deferred Revenue	Dec 31/24	Deletions	Additions	Dec 31/25
AHS - Public Health Community Grant	2,461.04	-	-	2,461.04
MSI Operating Grant	-	-	-	-
Yellowhead East Covid Support Grant	5,500.00	- 5,000.00	-	500.00
BRWC ACP Grant	107,557.36	- 107,557.36	-	-
Total Deferred Revenue	115,518.40	- 112,557.36	-	2,961.04
Total Reserves/Deferred Revenue	1,128,952.69	- 115,557.36	2,650.00	1,016,045.33

	<u>Dec 31/24</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/25</u>
Asset Retirement Accretion Expenses				
Bowling Alley	36,024.80	-	900.62	36,925.42
Curling Rink	130,118.74	-	3,252.97	133,371.71
RCMP	46,147.11	-	1,153.68	47,300.79
New Landfill	414,906.13	-	13,575.06	428,481.19
Pressure Reducing Station #1	2,496.00	-	-	2,496.00
Pressure Reducing Station #2	2,496.00	-	-	2,496.00
Administration Building	3,447.03	-	86.18	3,533.21
Sportsground Washroom	650.00	-	-	650.00
West End Sewer Lift Station	1,118.00	-	-	1,118.00
Sewage Lagoon Blower Building	388.03	-	9.70	397.73
Water Plant Old Section	13,000.00	-	-	13,000.00
	<u>650,791.84</u>	<u>-</u>	<u>18,978.21</u>	<u>669,770.05</u>

	<u>Dec 31/24</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/25</u>
Columbarium Trust Account	<u>28,884.13</u>	<u>-</u>	<u>-</u>	<u>28,884.13</u>
	<u>28,884.13</u>	<u>-</u>	<u>-</u>	<u>28,884.13</u>

**TOWN OF BARRHEAD
OPERATING RESERVES
2026 Budget**

<u>Function</u>	<u>Dec 31/25</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/26</u>
Administration - Operating	21,000.00	-		21,000.00
Administration - Fundraising Reserve	1,270.62		150.00	1,420.62
RCMP	23,380.00	-		23,380.00
Fire	10,000.00			10,000.00
Fire - Grizzly Trail Fire & Rescue Assoc	-			-
Safety - Operational Reserve	32,724.80		-	32,724.80
Public Health - Physician Rental/Other	8,000.00	- 8,000.00		-
Common Services	22,068.39			22,068.39
Common Services - Safety Reserve	125,000.00	- 9,500.00	5,000.00	120,500.00
Roads - Sidewalk Reserve	161,000.00	-		161,000.00
Roads - Gravel, Asphalt	59,200.00			59,200.00
Water	54,200.00			54,200.00
Sewer	-	-	-	-
Tradewaste	5,000.00			5,000.00
Recycle	7,000.00			7,000.00
Cemetery - Russo Greek Orthodox Donation	23,215.24			23,215.24
Cemetery - Plot Perpetual Care	4,300.00	-	1,500.00	5,800.00
Cemetery - Columbarium Perpetual Care	18,700.00	-	1,000.00	19,700.00
Development	11,229.78	- 10,000.00		1,229.78
Economic Development	2,800.00	-		2,800.00
Recreation	-			-
Arena - Lexan Sheets	32,500.00		-	32,500.00
Arena	31,200.00		-	31,200.00
Pool Donations/Fundraising	2,169.78	- 1,250.00	-	919.78
Pool - New Facility Operating Reserve	30,000.00			30,000.00
Pool - New Facility - 2041 Debenture Reserve	145,285.00			145,285.00
Parks	2,447.60	-		2,447.60
Tourism - Decorations, etc.	35,269.88		-	35,269.88
Sportsground	400.00	-		400.00
Rotary Park	4,000.00			4,000.00
Bowling Alley	5,000.00			5,000.00
Walking Trail	20,000.00	-		20,000.00
Contingency	114,723.20	- 21,050.00	-	93,673.20
TOTAL	1,013,084.29	- 49,800.00	7,650.00	903,774.29
 <u>Deferred Revenue</u>	 <u>Dec 31/25</u>	 <u>Deletions</u>	 <u>Additions</u>	 <u>Dec 31/26</u>
AHS - Public Health Community Grant	2,461.04	- 2,461.04	-	-
MSI Operating Grant	-	-	-	-
Yellowhead East Covid Support Grant	500.00	- 500.00	-	-
BRWC ACP Grant	-	-	-	-
Total Deferred Revenue	2,961.04	- 2,961.04	-	-
 Total Reserves/Deferred Revenue	 1,016,045.33	 - 52,761.04	 7,650.00	 903,774.29

	<u>Dec 31/25</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/26</u>
Asset Retirement Accretion Expenses				
Bowling Alley	36,925.42	-	923.14	37,848.56
Curling Rink	133,371.71	-	3,334.29	136,706.00
RCMP	47,300.79	-	1,182.52	48,483.31
New Landfill	428,481.19	-	14,019.21	442,500.40
Pressure Reducing Station #1	2,496.00	-	-	2,496.00
Pressure Reducing Station #2	2,496.00	-	-	2,496.00
Administration Building	3,533.21	-	88.33	3,621.54
Sportsground Washroom	650.00	-	-	650.00
West End Sewer Lift Station	1,118.00	-	-	1,118.00
Sewage Lagoon Blower Building	397.73	-	9.94	407.67
Water Plant Old Section	13,000.00	-	-	13,000.00
	<u>669,770.05</u>	<u>-</u>	<u>19,557.43</u>	<u>689,327.48</u>
	<u>Dec 31/25</u>	<u>Deletions</u>	<u>Additions</u>	<u>Dec 31/26</u>
Columbarium Trust Account	<u>28,884.13</u>	<u>-</u>	<u>-</u>	<u>28,884.13</u>
	<u>28,884.13</u>	<u>-</u>	<u>-</u>	<u>28,884.13</u>

November 20th, 2025

Town of Barrhead

5014 - 50 Avenue

Barrhead, Alberta

T7N 1A2

Attention: Jennifer Mantay, Director of Corporate Services

Regarding Barrhead and District Historical Society (museum) request for funding:

The Barrhead and District Historical Society would like to request the 2025 museum funding allocation from the Town of Barrhead for the original/historic amount of \$10000.00. The museum has limited revenue options, and the Board of Directors is very appreciative of the funding allocation.

Museum operating costs continue to escalate. Future plans include facility improvements and upgrades. The Board knows that the museum is an important asset for the community, which of course includes both the Town and County. The Board of Directors is very cognizant that with limited revenue options sound decisions on expenditures are required. Unfortunately, we have not necessarily been able to do many of the projects that we would like to.

Our Board continues to explore additional funding sources. As the Town of Barrhead is an important portion of our funding the Board would appreciate consideration for an increase in the annual 2026 funding. We intend to make a presentation to Council at a later date once we finalize our 2026 budget.

Since museum bylaws have been amended to include representatives from both the Town of Barrhead and the County of Barrhead on the Board of Directors, both councils will have input and oversight into museum operations which should be of significant benefit.

Sincerely,

Gary Golby

Director, Barrhead and District Historical Society

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: Financial Statement Reports to September 30, 2025

1.0 PURPOSE:

For Council to accept the Financial Statement Report to September 30, 2025, as presented.

2.0 BACKGROUND AND DISCUSSION:

It has been the practice of Administration to provide Council with interim financial information to provide some insight on the Town's financial activities for both the operational and capital budgets.

3.0 ALTERNATIVES:

3.2 Council instructs Administration to provide additional information to the Financial Statement Report to September 30, 2025, and report back to the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

- 8.1 Financial Statement Report to September 30, 2025
- 8.2 Operating Financial Statement by Department for the nine months ending September 30, 2025
- 8.3 Operating Financial Statement by Category for the nine months ending September 30, 2025
- 8.4 Net Municipal Requirements – Operating for the nine months ending September 30, 2025
- 8.5 Assets & Liabilities for the nine months ending September 30, 2025
- 8.6 Capital Financial Statement by Department for the nine months ending September 30, 2025
- 8.7 Capital Financial Statement by Category for the nine months ending September 30, 2025

9.0 ADMINISTRATIVE RECOMMENDATION:


Administration recommends that Council accepts the Financial Statement Reports to September 30, 2025, as information.


10.0 PROPOSED MOTION:


That Council accepts the Financial Statement Reports to September 30, 2025, as information.


(original signed by the CAO)


Collin Steffes
CAO


	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by DEPARTMENT			
3		For the Nine Months Ending September 30, 2025			
4		Sep	2025		
5		2025	Budget	Variance	Variance %
6	REVENUES				
7	Taxes	-7,766,962.90	-7,521,270	245,692.90	103.27%
8	Franchise, Interest, Tax Penalties	-1,038,733.44	-1,284,000	-245,266.56	80.90%
9	Council	-4,580.46	-6,000	-1,419.54	76.34%
10	Administration	-48,216.46	-74,980	-26,763.54	64.31%
11	RCMP	-24,750.00	-45,340	-20,590.00	54.59%
12	Fire	-941,239.25	-976,290	-35,050.75	96.41%
13	ERC	-21,525.00	-28,700	-7,175.00	75.00%
14	Town Fire/Town ERC	-400.00	-1,000	-600.00	40.00%
15	Disaster Services		-50	-50.00	0.00%
16	Enforcement Services	-23,337.45	-30,850	-7,512.55	75.65%
17	Public Health	-12,000.00	-10,060	1,940.00	119.28%
18	Common Services	-10,607.80	-22,250	-11,642.20	47.68%
19	Roads	1,641.20	-202,920	-204,561.20	(0.81%)
20	Water	-1,957,276.65	-3,043,280	-1,086,003.35	64.31%
21	BRWC		-50,000	-50,000.00	0.00%
22	Sewer	-504,713.08	-808,500	-303,786.92	62.43%
23	Trade Waste	-159,927.91	-242,410	-82,482.09	65.97%
24	Landfill	-219,731.80	-339,520	-119,788.20	64.72%
25	Recycle	-168,925.08	-244,230	-75,304.92	69.17%
26	New Landfill		-5,050	-5,050.00	0.00%
27	FCSS	-305,074.53	-406,770	-101,695.47	75.00%
28	Cemetery	-19,350.00	-22,650	-3,300.00	85.43%
29	Development	-5,510.22	-34,600	-29,089.78	15.93%
30	Subdivision		-75,000	-75,000.00	0.00%
31	Recreation Administration	-35,954.21	-64,280	-28,325.79	55.93%
32	Arena	-314,403.79	-380,220	-65,816.21	82.69%
33	Pool	-413,281.44	-518,030	-104,748.56	79.78%
34	Parks	-1,589.11	-171,720	-170,130.89	0.93%
35	Rotary Park	-20,132.78	-17,500	2,632.78	115.04%
36	Bowling Alley	-3,987.20	-4,080	-92.80	97.73%
37	Curling	-20,380.00	-14,750	5,630.00	138.17%
38	Tourism		-5,500	-5,500.00	0.00%
39	Twinning		-4,350	-4,350.00	0.00%
40	Contingency/General		-40,560	-40,560.00	0.00%
41	Total Revenue	-14,040,949.36	-16,696,710	-2,655,760.64	84.09%
42					
43	EXPENSES				
44	Mayor	42,115.04	65,430	23,314.96	64.37%
45	Council	187,837.53	277,230	89,392.47	67.76%
46	Administration	802,279.55	1,042,460	240,180.45	76.96%
47	Computer	66,876.64	71,750	4,873.36	93.21%
48	RCMP	266,989.52	306,490	39,500.48	87.11%
49	Fire	781,849.24	976,290	194,440.76	80.08%
50	ERC	33,227.31	57,400	24,172.69	57.89%
51	Town Fire/Town ERC	281,601.85	375,470	93,868.15	75.00%
52	Disaster Services		750	750.00	0.00%
53	Enforcement Services	122,487.04	162,510	40,022.96	75.37%
54	Safety	65,791.03	90,390	24,598.97	72.79%
55	Public Health		10,060	10,060.00	0.00%
56	Common Services	340,828.74	552,920	212,091.26	61.64%
57	Roads	903,305.96	1,388,210	484,904.04	65.07%


	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by DEPARTMENT			
3		For the Nine Months Ending September 30, 2025			
4		Sep	2025		
5		2025	Budget	Variance	Variance %
58	Airport	18,656.25	24,880	6,223.75	74.98%
59	Storm Sewer	39,790.30	31,450	-8,340.30	126.52%
60	Water	1,355,402.35	2,127,130	771,727.65	63.72%
61	BRWC	661,621.28	966,150	304,528.72	68.48%
62	Sewer	180,515.08	808,500	627,984.92	22.33%
63	Trade Waste	125,466.04	242,410	116,943.96	51.76%
64	Landfill	239,009.26	339,520	100,510.74	70.40%
65	Recycle	171,826.36	244,230	72,403.64	70.35%
66	New Landfill		18,630	18,630.00	0.00%
67	FCSS	483,914.88	483,920	5.12	100.00%
68	Cemetery	17,721.39	45,150	27,428.61	39.25%
69	Development	88,111.56	182,530	94,418.44	48.27%
70	Communications	117,615.67	166,110	48,494.33	70.81%
71	Economic Development	50,881.17	63,730	12,848.83	79.84%
72	Subdivision #1	2,995.50	75,000	72,004.50	3.99%
73	Recreation Administration	387,710.29	485,450	97,739.71	79.87%
74	Arena	502,374.21	774,580	272,205.79	64.86%
75	Pool	1,190,185.40	1,741,760	551,574.60	68.33%
76	Parks	290,286.25	325,730	35,443.75	89.12%
77	Sportsground	45,869.92	65,420	19,550.08	70.12%
78	Rotary Park	4,992.79	6,750	1,757.21	73.97%
79	Bowling Alley	6,546.65	8,030	1,483.35	81.53%
80	Curling	19,143.11	28,900	9,756.89	66.24%
81	Walking Trail	35,315.27	43,710	8,394.73	80.79%
82	Museum	215.44	300	84.56	71.81%
83	Tourism/Culture	84,388.84	181,970	97,581.16	46.38%
84	Twinning	2,744.26	8,700	5,955.74	31.54%
85	Library	98,280.00	131,700	33,420.00	74.62%
86	Requisition	1,188,751.79	1,630,480	441,728.21	72.91%
87	Contingency/General	982.33	50,500	49,517.67	1.95%
88	Total Expenses	11,306,503.09	16,680,680	5,374,176.91	67.78%
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90	(Surplus)/Deficit	-2,734,446.27	-16,030	2,718,416.27	
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	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by CATEGORY			
3		For the Nine Months Ending September 30, 2025			
4		Sep	2025		
5		2025	Budget	Variance	Variance %
6	REVENUES				
7	Taxes	-7,766,962.90	-7,521,270	245,692.90	103.27%
8	Sales of Goods & Services	-3,397,042.00	-4,929,430	-1,532,388.00	68.91%
9	Penalties and Costs on Taxes	-65,791.98	-49,000	16,791.98	134.27%
10	Licenses & Fees	-63,759.95	-70,450	-6,690.05	90.50%
11	Concessions and Franchises	-771,616.67	-1,045,000	-273,383.33	73.84%
12	Return on Investments - Operati	-201,324.79	-190,000	11,324.79	105.96%
13	Rentals	-253,943.21	-371,220	-117,276.79	68.41%
14	Donations	-978.90	-2,850	-1,871.10	34.35%
15	Tipping Fees, Reimbursements	-130,366.17	-229,930	-99,563.83	56.70%
16	Federal Grants	-12,000.00	-2,880	9,120.00	416.67%
17	Provincial Grants	-247,212.78	-687,520	-440,307.22	35.96%
18	Local Government Contributions	-1,129,950.01	-1,479,350	-349,399.99	76.38%
19	Transfers From Operating Reserve		-117,310	-117,310.00	0.00%
20	Underlevies		-500	-500.00	0.00%
21	Total Revenue	-14,040,949.36	-16,696,710	-2,655,760.64	84.09%
23					
24	EXPENSES				
25	Salaries & Wages	3,362,387.62	4,450,760	1,088,372.38	75.55%
26	Employer Costs/Benefits	818,185.34	1,090,370	272,184.66	75.04%
27	Training & Development	42,509.51	84,100	41,590.49	50.55%
28	Mayor/Council Fees & Per Diems	166,980.00	238,200	71,220.00	70.10%
29	Mayor/Council Travel & Subsistence	12,826.04	42,500	29,673.96	30.18%
30	Election Fees		15,000	15,000.00	0.00%
31	Fire Fighter & Guardian Fees	222,159.18	217,250	-4,909.18	102.26%
32	Fire Guardian Mileage	5,952.90	6,500	547.10	91.58%
33	Travel & Subsistence	16,898.85	38,940	22,041.15	43.40%
34	Memberships	12,700.04	15,350	2,649.96	82.74%
35	Freight & Postage	22,241.02	39,390	17,148.98	56.46%
36	Telephone & Internet	45,860.18	66,330	20,469.82	69.14%
37	Appreciation/Promotional Events	12,264.90	47,200	34,935.10	25.98%
38	Contracted/Professional Services	1,672,787.39	2,368,440	695,652.61	70.63%
39	Repairs & Maintenance General	283,402.41	516,800	233,397.59	54.84%
40	Building Maintenance	137,037.69	179,500	42,462.31	76.34%
41	Equipment & Vehicle Maintenance	252,986.85	417,250	164,263.15	60.63%
42	Leases, Licenses	111,523.74	189,040	77,516.26	58.99%
43	Insurance	324,138.74	334,920	10,781.26	96.78%
44	Materials & Supplies, Chemicals	624,491.38	1,189,990	565,498.62	52.48%
45	Gas, Power, Water	765,488.93	1,262,830	497,341.07	60.62%
46	Asset Retirement Accretion		18,980	18,980.00	0.00%
47	Requisitions/Adjustments	1,188,751.79	1,630,480	441,728.21	72.91%
48	Contribution to Other Local Government	18,656.25	24,880	6,223.75	74.98%
49	Contribution to Boards & Agencies	888,111.31	1,020,900	132,788.69	86.99%
50	Contribution to Capital		865,030	865,030.00	0.00%
51	Add to Operating Reserve		7,650	7,650.00	0.00%
52	Debenture, Bank Charges, Write-Offs	297,178.70	301,600	4,421.30	98.53%
53	Underlevies	982.33	500	-482.33	196.47%
54	Total Expenses	11,306,503.09	16,680,680	5,374,176.91	67.78%
55					
56					
57	(Surplus)/Deficit	-2,734,446.27	-16,030	2,718,416.27	
58					
59					

	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Net Municipal Requirements - Operating			
3		For the Nine Months Ending September 30, 2025			
4		Net Municipal	2025		
5		Financial Requirement	Budget	Variance	Variance %
6	DEPARTMENT				
7	Taxes	-7,766,962.90	-7,521,270	245,692.90	103.27%
8	Other	-1,038,733.44	-1,284,000	-245,266.56	80.90%
9	Mayor	42,115.04	65,430	23,314.96	64.37%
10	Council	183,257.07	271,230	87,972.93	67.57%
11	Administration	754,063.09	967,480	213,416.91	77.94%
12	Computer	66,876.64	71,750	4,873.36	93.21%
13	RCMP	242,239.52	261,150	18,910.48	92.76%
14	Fire	-159,390.01	0	159,390.01	0.00%
15	ERC	11,702.31	28,700	16,997.69	40.77%
16	Town Fire/Town ERC	281,201.85	374,470	93,268.15	75.09%
17	Disaster Services		700	700.00	0.00%
18	Enforcement Services	99,149.59	131,660	32,510.41	75.31%
19	Safety	65,791.03	90,390	24,598.97	72.79%
20	Public Health	-12,000.00	0	12,000.00	0.00%
21	Common Services	330,220.94	530,670	200,449.06	62.23%
22	Roads	904,947.16	1,185,290	280,342.84	76.35%
23	Airport	18,656.25	24,880	6,223.75	74.98%
24	Storm Sewer	39,790.30	31,450	-8,340.30	126.52%
25	Water	-601,874.30	-916,150	-314,275.70	65.70%
26	BRWC	661,621.28	916,150	254,528.72	72.22%
27	Sewer	-324,198.00	0	324,198.00	0.00%
28	Trade Waste	-34,461.87	0	34,461.87	0.00%
29	Landfill	19,277.46	0	-19,277.46	0.00%
30	Recycle	2,901.28	0	-2,901.28	0.00%
31	New Landfill		13,580	13,580.00	0.00%
32	FCSS	178,840.35	77,150	-101,690.35	231.81%
33	Cemetery	-1,628.61	22,500	24,128.61	(7.24%)
34	Development	82,601.34	147,930	65,328.66	55.84%
35	Communications	117,615.67	166,110	48,494.33	70.81%
36	Economic Development	50,881.17	63,730	12,848.83	79.84%
37	Subdivision	2,995.50	0	-2,995.50	0.00%
38	Recreation Administration	351,756.08	421,170	69,413.92	83.52%
39	Arena	187,970.42	394,360	206,389.58	47.66%
40	Pool	776,903.96	1,223,730	446,826.04	63.49%
41	Parks	288,697.14	154,010	-134,687.14	187.45%
42	Sportsground	45,869.92	65,420	19,550.08	70.12%
43	Rotary Park	-15,139.99	-10,750	4,389.99	140.84%
44	Bowling Alley	2,559.45	3,950	1,390.55	64.80%
45	Curling	-1,236.89	14,150	15,386.89	(8.74%)
46	Walking Trail	35,315.27	43,710	8,394.73	80.79%
47	Museum	215.44	300	84.56	71.81%
48	Tourism	84,388.84	176,470	92,081.16	47.82%
49	Twinning	2,744.26	4,350	1,605.74	63.09%
50	Library	98,280.00	131,700	33,420.00	74.62%
51	Requisition	1,188,751.79	1,630,480	441,728.21	72.91%
52	Contingency/General	982.33	9,940	8,957.67	9.88%
53					
54	Total Net Financial Requirement	-2,734,446.27	-16,030	2,718,416.27	
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	A	B
1	TOWN OF BARRHEAD	
2	ASSETS & LIABILITIES	
3	For the Nine Months Ending September 30, 2025	
4		September
5		2025
6		
7	ASSETS	
8	Cash & Investments	10,339,780.56
9	Taxes Receivable	957,318.79
10	Receivables - Utilities, GST, Other	785,400.43
11	Inventory	48,394.57
12	Engineering Structures - Assets	81,496,565.17
13	Accum. Amort. Engineering Structures	-45,917,975.92
14	Buildings - Assets	28,288,815.59
15	Accum. Amort. Buildings	-7,707,547.84
16	Machinery & Equipment - Assets	13,464,119.62
17	Accum. Amort. Machinery & Equipment	-4,772,225.46
18	Land - Assets	1,389,708.70
19	Land Improvements - Assets	2,925,211.07
20	Accum. Amort. Land Improvements	-1,298,588.13
21	Vehicles - Assets	4,176,062.21
22	Accum. Amort. Vehicles	-1,900,171.27
23	TOTAL ASSETS	82,274,868.09
24		
25	LIABILITIES & EQUITY	
26	Employer Liabilities - Payroll	-244,165.00
27	Deposits & Trusts	-76,284.34
28	Operating Reserves	-1,013,434.29
29	Deferred Revenues & Liabilities	-120,518.40
30	Asset Retirement Obligations	-650,791.84
31	Capital Reserves	-8,339,677.76
32	Payables & Holdbacks	-473,319.27
33	Pool - Long Term Loan Payable	-3,715,818.75
34	Equity in Fixed Assets	-65,777,363.15
35	Accumulated Surplus	-325,725.81
36	TOTAL LIABILITIES	-80,737,098.61
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	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Capital Financial Statement by DEPARTMENT				
3	For the Nine Months Ending September 30, 2025				
4		Sep	2025		
5		2025	Budget	Variance	Variance %
6	CAPITAL REVENUES				
7	5-1201 Administration		-80,000	-80,000.00	0.00%
8	5-2301 Fire	-200,000.00	-850,000	-650,000.00	23.53%
9	5-2303 ERC		-11,900	-11,900.00	0.00%
10	5-3101 Common Services		-30,000	-30,000.00	0.00%
11	5-3201 Roads		-48,200	-48,200.00	0.00%
12	5-4101 Water		-408,080	-408,080.00	0.00%
13	5-4201 Sewer		-1,100,430	-1,100,430.00	0.00%
14	5-4301 Trade Waste		-50,000	-50,000.00	0.00%
15	5-4302 Landfill		-75,000	-75,000.00	0.00%
16	5-4303 Recycle		-365,280	-365,280.00	0.00%
17	5-4304 New Landfill		-5,050	-5,050.00	0.00%
18	5-6201 Communications		-55,000	-55,000.00	0.00%
19	5-7202 Arena		-206,900	-206,900.00	0.00%
20	5-7203 Pool		-125,500	-125,500.00	0.00%
21	5-7204 Parks	-142,000.00	-123,000	19,000.00	115.45%
22	5-7205 Sportsground		-114,700	-114,700.00	0.00%
23	5-7209 Curling Rink		-14,450	-14,450.00	0.00%
24	5-7401 Tourism		-155,000	-155,000.00	0.00%
25	5-9701 Contingency	-258,318.15	-189,500	68,818.15	136.32%
26	5-9702 Offsite		-10,000	-10,000.00	0.00%
27	TOTAL CAPITAL REVENUES	-600,318.15	-4,017,990	-3,417,671.85	14.94%
28					
29					
30	CAPITAL EXPENDITURES				
31	6-1201 Administration	27,233.52	80,000	52,766.48	34.04%
32	6-2301 Fire	838,652.87	850,000	11,347.13	98.67%
33	6-2303 ERC		11,900	11,900.00	0.00%
34	6-3101 Common Services		30,000	30,000.00	0.00%
35	6-3201 Roads	3,557.93	48,200	44,642.07	7.38%
36	6-4101 Water	74,047.78	408,080	334,032.22	18.15%
37	6-4201 Sewer	479,181.41	1,100,430	621,248.59	43.54%
38	6-4301 Trade Waste		50,000	50,000.00	0.00%
39	6-4302 Landfill	37,305.75	75,000	37,694.25	49.74%
40	6-4303 Recycle	5,373.20	365,280	359,906.80	1.47%
41	6-4304 New Landfill		5,050	5,050.00	0.00%
42	6-6201 Communications		55,000	55,000.00	0.00%
43	6-7202 Arena	117,934.34	206,900	88,965.66	57.00%
44	6-7203 Pool	68,020.15	125,500	57,479.85	54.20%
45	6-7204 Parks	122,694.03	123,000	305.97	99.75%
46	6-7205 Sportsground	12,127.42	114,700	102,572.58	10.57%
47	6-7209 Curling Rink	10,866.54	14,450	3,583.46	75.20%
48	6-7401 Tourism		155,000	155,000.00	0.00%
49	6-9701 Contingency		189,500	189,500.00	0.00%
50	6-9702 Offsite		10,000	10,000.00	0.00%
51	TOTAL CAPITAL EXPENDITURES	1,796,994.94	4,017,990	2,220,995.06	44.72%
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	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Capital Financial Statement by CATEGORY				
3	For the Nine Months Ending September 30, 2025				
4		Sep	2025		
5		2025	Budget	Variance	Variance %
6					
7					
8					
9	CAPITAL REVENUES				
10	Return on Investment/Rev. from Own Source		-52,600	-52,600.00	0.00%
11	Sale of Fixed Assets	-17,000.00	-27,000	-10,000.00	62.96%
12	Federal Grants	-125,000.00	-332,810	-207,810.00	37.56%
13	Provincial Grants	-458,318.15	-342,500	115,818.15	133.82%
14	County/Other Municipal Contributions		-465,950	-465,950.00	0.00%
15	From Capital Reserves		-1,733,650	-1,733,650.00	0.00%
16	From Operating Function		-865,030	-865,030.00	0.00%
17	From Other Capital Function		-188,450	-188,450.00	0.00%
18	Developers Levy Payments		-10,000	-10,000.00	0.00%
19	TOTAL CAPITAL REVENUE	-600,318.15	-4,017,990	-3,417,671.85	14.94%
20					
21	CAPITAL EXPENDITURES				
22	Engineering Structures	169,529.00	480,500	310,971.00	35.28%
23	Building Additions	92,463.39	514,860	422,396.61	17.96%
24	Equipment Additions	166,480.72	323,500	157,019.28	51.46%
25	Land Improvement Additions	102,243.45	301,000	198,756.55	33.97%
26	Vehicle Additions	1,266,278.38	1,290,500	24,221.62	98.12%
27	To Other Capital Functions		185,000	185,000.00	0.00%
28	Add to Capital Reserves		922,630	922,630.00	0.00%
29	TOTAL CAPITAL EXPENDITURES	1,796,994.94	4,017,990	2,220,995.06	44.72%
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TOWN OF BARRHEAD FINANCIAL STATEMENT REPORT TO SEPTEMBER 30, 2025

Council approved the 2025 Operating and Capital Budgets on January 14, 2025. During the budget process Council reviewed all budget line items, set priorities, and established the municipal property tax rates for 2025. The Operating Budget was approved at \$ 16.6 million and Capital Budget at \$4 million. To continue providing the same level of services and programs for the residents of the Town, Council increased the Municipal portion of the property tax rates for both residential and non-residential properties by 1%.

On September 30th actuals would typically be at approximately 75% levels, however total property tax revenues are accounted for when levied in May, so they are at just over 100%, and entries for transfers to capital for projects and reserves are done at year end so they are at 0%.

The September 30, 2025, Financial Statements indicate that all departments are doing very well with the various budget items.

A summary of the Operating and Capital Budgets on September 30, 2025 follows.

A. **OPERATING FINANCIAL STATEMENT BY DEPARTMENT** (See Attached A-1, A-2)

The Operating Financial Statement by Department provides summarized details by each department (Administration, Roads, Arena, etc.), with total operating revenues followed by total operating expenses.

On average many of the revenues by department are close to 75%, with an overall total of 84.09% of the 2025 budgeted revenues. Property Taxes were levied in May, so they are at 103.27% (Line 7). Roads and Parks Revenues are low at this time because the main source of revenue for those departments is the MSI Operating Grant, which will be received in the fourth quarter. All Transfers from Operating Reserves are completed at Year End.

Expenses are on par with where we would expect them to be in the third quarter, for an overall total of 67.78% of the 2025 budgeted expenses.

Entries for the various departmental contributions to capital for projects and reserves are completed at the end of the year.

B. **OPERATING FINANCIAL STATEMENT BY CATEGORY** (See Attached B-1)

The Operating Financial Statement by Category provides the same information as in (A-1, A-2) but is summarized by the various categories (Taxes, Sales of Goods & Services, Grants, Salaries, Contracted Services, Equipment Maintenance, Insurance, Utilities, etc.), with total operating revenues followed by total operating expenses.

Upon a review of this operating report on September 30, 2025, many of the revenue categories are close to or greater than 75%. Transfers from Operating Reserves are completed at year end.

For the expense section, many expense categories are close to the 75% mark. Some items are paid for early in the year so they will be at a higher %, such as insurance (line 43).

As noted, the Contribution to Capital of \$ 865,030, as listed on line 50 of the report, is done at the end of the year so it will be 0% at this time.

Overall, all Departments are doing very well keeping within their budgets.

C. **NET MUNICIPAL REQUIREMENTS – OPERATING** (See Attached C-1)

The Net Municipal Requirements – Operating provides similar information as in Sections A and B; however, it provides more specific details for each department. Column A (Net Municipal Financial Requirement) indicates the Net Operating Surplus/Deficit on September 30, 2025, for each Department. Column B (2025 Budget) is the Net Budget required for the full year (Revenues less Expenses), while Columns C and D are the Variance columns.

As most of the Net Municipal Financial Requirements are at close to 75% of the total 2025 budget, this report indicates that most departments are on track to stay within their allocated budgets in 2025.

As previously noted, entries for contributions to capital and reserves are completed at year end.

D. **ASSETS & LIABILITIES** (See Attached D-1)

The Assets report lists the Cash & Investments of \$ 10.3 million (line 8) as of September 30, 2025. A portion of these funds will be utilized during the year for operations and for capital projects that have been undertaken in 2025.

The Taxes Receivable of \$ 957,318 (line 9) lists the actual amount of taxes that were outstanding at September 30, 2025. This number will continue to decline throughout the year due to the substantial number of people currently on the pre-authorized tax payment plan.

The Receivables of \$ 785,400 (line 10) is the amount owing for any outstanding utility bills, invoicing for Landfill fees, bulk water, licenses, and GST to be recovered from the government.

The Liabilities & Equity section shows the various operating and capital reserves as well as the deferred revenues which is for government grants that have been received but not expended yet.

The Pool debenture of \$3.7 million (line 33) is the total on December 31, 2024, with the 2025 payment amounts to be applied at the end of the year.

E. **CAPITAL FINANCIAL STATEMENT BY DEPARTMENT** (See Attached E-1)

The Capital Financial Statement by Department shows all the capital revenues and expenditures by Department (Fire, Water, Sewer, Arena, Pool, etc.). The revenues are listed first, followed by the expenditures.

Most Capital Revenues will come from reserves, grants, or contributions from operating. The entries for most of these will be completed at the 2025 year-end, so it is not unusual for many of these revenues to be at 0% on this report.

The Capital Expenditures show the expenses to September 30, 2025. Several of the capital projects are in progress and will be completed in 2025 or a few could be forwarded to 2026 after tenders have been reviewed or capital grant funding for the project has been approved.

F. **CAPITAL FINANCIAL STATEMENT BY CATEGORY** (See Attached F-1)

The Capital Financial Statement by Category lists the same information as in E-1 but by category (Grants, From Capital Reserves, From the Operating Function, Engineering Structures Addition, Equipment Additions). Capital Revenues are listed, followed by Capital Expenditures.

As noted previously, most Capital Revenues will be recorded later in the year, and the Capital Expenditures are based on the payments that have been made to date as many projects are still in progress for this year.

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: Cancellation of Utility Receivable Accounts

1.0 PURPOSE:

To review the potential cancellation of Utility Receivable Accounts.

2.0 BACKGROUND AND DISCUSSION:

All outstanding Utility Accounts are sent to collection. Our office continually monitors our records and should any customers that had prior arrears on their accounts move back to town, these customers must pay their outstanding amounts when they set up an account.

It is recommended that the attached list of three Utility Accounts be written off. This list includes two 2024 write-offs in the amount of \$161.02 and one 2025 write-off in the amount of \$452.76. All uncollected accounts are previous owners that sold their properties without paying the final utility bills.

The 2024 and 2025 Utility Revenues for Water, Sewer and Garbage from October 31, 2024, up to July 31, 2025, were \$2,630,017.23 and the potential cancellation in the amount of \$613.78 is approximately 0.02% of the noted revenue.

3.0 ALTERNATIVES:

3.1 That Council tables the pending cancellation of outstanding Utility Receivable Accounts in the amount of \$613.78 and instructs Administration to provide further information at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The 2025 Operating Budget includes an expense of \$1,250.00 for the potential cancellation of any Utility receivables.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited

8.0 ATTACHMENTS:

8.1 List of Utility Accounts to be cancelled.

9.0 ADMINISTRATIVE RECOMMENDATION:

That Council authorizes Administration to cancel the outstanding Utility Receivable Accounts in the amount of \$613.78, as indicated on the listing provided.

10.0 PROPOSED MOTION:

That Council authorizes Administration to cancel the outstanding Utility Receivable Accounts in the amount of \$613.78, as indicated on the listing provided.

(original signed by the CAO)

Collin Steffes
CAO

Account	Out	Amount
22*****	10-Jul-25	452.76
61*****	31-Oct-24	2.80
71*****	31-Oct-24	158.22

\$ 613.78

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: Cancellation of Trade Receivable Accounts

1.0 PURPOSE:

To review the potential cancellation of Trade Receivables Accounts.

2.0 BACKGROUND AND DISCUSSION:

All outstanding Accounts Receivables are sent off for collection. Our office sent out monthly statements and placed numerous phone calls in effort to collect the outstanding amounts owed. Our staff continually monitor our records and should any customers with prior arrears try to charge anything or set up an account, these customers must pay their outstanding amounts before doing so.

It is recommended that the attached list of five Accounts Receivable accounts be written off in the total amount of \$78.24.

3.0 ALTERNATIVES:

3.1 That Council tables the pending cancellation of outstanding Trade Receivable Account in the amount of \$78.24 and instructs Administration to provide further information at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The 2025 Operating Budget includes an expense of \$500.00 for the potential cancellation of any Trade Receivables.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited

8.0 ATTACHMENTS:

8.1 List of Accounts Receivable accounts to be cancelled.

9.0 ADMINISTRATIVE RECOMMENDATION:

That Council authorizes Administration to cancel the outstanding Trade Receivable Accounts in the amount of \$78.24, as indicated on the listing provided.

10.0 PROPOSED MOTION

That Council authorizes Administration to cancel the outstanding Trade Receivable Accounts in the amount of \$78.24, as indicated on the listing provided.

(original signed by the CAO)

Collin Steffes
CAO

A/R Write Offs			
Invoice	Delinquency Date	Description	Amount
IVC00008XXX	2024-09-12	Tax Certificate + Finance Charges	\$ 29.18
IVC00008XXX	2025-01-31	Bulk Water+Finance Charges	\$ 25.72
IVC00009XXX	2025-04-30	Bulk Water + Finance Charges	\$ 16.57
IVC00009XXX	2025-06-30	Bulk Water + Finance Charges	\$ 1.35
IVC00009XXX	2025-07-31	Bulk Water + Finance Charges	\$ 5.42
Total			\$ 78.24

REQUEST FOR DECISION

To: Town Council

From: Collin Steffes

Date: December 9, 2025

Re: Approval of New Operating Agreement with the Barrhead Regional Water Commission

1.0 PURPOSE:

For Council to consider approving a new Operational Agreement between the Town of Barrhead and the Barrhead Regional Water Commission, as endorsed by the Commission on November 24, 2025, subject to final approval by Town Council.

2.0 BACKGROUND AND DISCUSSION:

The Town of Barrhead currently provides contracted operational, maintenance, and emergency services for the Barrhead Regional Water Commission's regional water system, which includes raw water lagoons, the water treatment plant, and regional transmission lines within the Town's scope of control.

The current agreement between the Town and the Commission expires January 5, 2026.

A renewed five-year Operational Agreement has been drafted and endorsed by the Commission. Key elements of the proposed agreement include:

1. Term & Review

- A five (5) year term, commencing upon signing.
- Annual joint reviews of terms, with the option, but not obligation, for either party to negotiate amendments

2. Scope of Services

The Town (as Contractor) will continue to:

- Operate and maintain the Regional Water System, including treatment, testing, and reporting as required under the provincial Approval.
- Provide Emergency Services, including response to line breaks, equipment failures, contractor coordination, and response to Abnormal Circumstances.
- Manage vendors for capital and operational projects, paying invoices up front and later receiving reimbursement from the Commission.
- Provide monthly operational and maintenance reporting to the Commission Manager.

3. Payment & Fee Structure

- The Commission will compensate the Town at the rate outlined in the Commission's annual budget.

- Fees may be reviewed annually, with either party able to refer unresolved matters to arbitration as per the dispute process.
 - Vendor payments made by the Town for Commission work will be reimbursed
4. Qualifications, Insurance & Compliance
- The Town must ensure all operators meet certification requirements and provide updated qualifications when personnel changes occur.
 - The Town must maintain appropriate insurance coverage for employees performing services under the agreement.
5. Dispute Resolution
- A structured process is established, beginning with negotiation and potentially culminating in arbitration before a single arbitrator appointed under the Arbitration Act.
6. General Conditions
- Clarifies independence of the parties and limits on authority to bind each other.
 - Allows for amendment only by written mutual agreement.
 - Schedules A-C (Maps, Alberta Environment Approval, and Duties) form part of the agreement.

3.0 ALTERNATIVES:

1. Approve the new Operating Agreement as presented.
2. Request amendments and direct Administration to return the Agreement to the Commission for revision.
3. Refer the matter back to Administration for additional review prior to Council consideration.

4.0 FINANCIAL IMPLICATIONS:

The Operating Agreement continues the existing financial model whereby:

- The Commission compensates the Town for operational services at budgeted rates.
- The Town pays for vendor invoices related to Commission activities and receives reimbursement.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The Agreement primarily affects the Public Works / Water Treatment operational team, with ongoing administrative oversight.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

The Town's operation of the Regional Water System must remain fully compliant with the Alberta Environment and Parks Approval referenced in the Agreement.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Approving a renewed agreement maintains:

- Stability in regional water delivery,
- Clarity of roles between the Town and the Commission,
- Accountability for service levels, reporting, and emergency response.

The agreement aligns with expectations for intermunicipal cooperation and transparent management of regional utilities.

8.0 ATTACHMENTS:

1. Draft Operating Agreement between the Town of Barrhead and Barrhead Regional Water Commission (Includes Schedules A & B).
2. Schedule C – Utility Operator – Seasonal
3. Schedule C – Utility Operator I
4. Schedule C – Utility Operator II

9.0 ADMINISTRATIVE RECOMMENDATION:

That Council approve the new Operating Agreement with the Barrhead Regional Water Commission as presented.

10.0 PROPOSED MOTIONS:

That Council approve the new Operational Agreement between the Town of Barrhead and the Barrhead Regional Water Commission, as endorsed by the Commission on November 24, 2025, and authorize the Mayor and CAO to execute the Agreement on behalf of the Town.

(original signed by the CAO)
Collin Steffes, CAO

OPERATIONAL AGREEMENT

THIS AGREEMENT MADE THIS DAY OF , 2025.

BETWEEN

BARRHEAD REGIONAL WATER COMMISSION
(hereinafter referred to as the "Commission")

OF THE FIRST PART

AND

TOWN OF BARRHEAD
(hereinafter referred to as the "Contractor")

OF THE SECOND PART

WHEREAS:

- (a) The Commission has constructed a regional water system which is comprised of raw water lagoons, water treatment plant and transmission lines from the Town of Barrhead to Hamlets of Neerlandia and Manola, and the subdivision of McGill Estates;
- (b) the Commission requires a contractor to provide services to meet the requirements of the conditions of its approval from Alberta Environment and Parks; and
- (c) the Contractor is desirous to provide contract services to the Commission.

IN CONSIDERATION of mutual promises and covenants contained herein, the parties agree to as follows:

ARTICLE 1 - DEFINITIONS

1.1 In this agreement, unless the content or subject matter is inconsistent therewith, the following words shall be defined as follows:

- (a) "Abnormal Circumstances" means circumstances that are beyond the reasonable control of the Contractor (it being agreed that lack of financial resources does not constitute such a circumstance) and that are of a significant nature and continue for a period of time sufficiently long to disrupt the treatment process of the Regional Water System and the ability of the Regional Water System to deliver Water or to otherwise prevent or disrupt the ability of the Contractor to perform the Services in accordance with the terms of the Agreement, including an event of Force Majeure;
- (b) "Agreement" means this Operational Agreement between the Commission and the Contractor and includes all Schedules thereto;
- (c) "Approval" shall mean the operating "approval" issued by Alberta Environment and Parks as attached hereto as "Schedule B";
- (d) "Commission" means Barrhead Regional Water Commission;
- (e) "Contractor" means the Town of Barrhead;
- (f) "Fees" has that meaning as set forth in Section 5.01 hereof;

- (g) "Force Majeure" means any event or circumstance that prevents or delays a party from performing any of its obligations under the Agreement within the time required for the performance of such obligation, but only to the extent that the event is not reasonably within the control of the party (insufficiency of funds not being beyond the reasonable control of a party) and may include the following:
 - (i) acts of God, acts of the public enemy, terrorism, sabotage, wars (declared or undeclared), blockades, insurrections, riots, diseases or epidemics, landslides, lightning, fire, earthquakes, storms, subsidence, floods, high waters, washouts, drought, low waters, orders or acts of civil or military authorities, civil disturbances, or any other causes, whether of the kind herein enumerated or otherwise;
 - (ii) any official or unofficial strike, lock-out, go slow or other labour dispute or disruption materially affecting the construction industry or a significant portion or sector of it, provided however, that any such strike, lock-out, go slow or other labour dispute or disruption is not specific to all or any portion of the Regional Water System or does not affect only all or any of the Contractor, its subcontractors or any of their respective employees, agents or representatives;
- (h) "Members" means, collectively, the Town of Barrhead, (in its capacity as a member of the Commission and not as the Contractor), and the County of Barrhead No. 11;
- (i) "Regional Water System" means the raw water lagoons, weir, Water Treatment Plant and Regional water transmission lines from the Town of Barrhead to the Hamlet§. of Neerlandia, and Mancia, and the subdivision of McGill Estates as located in Barrhead County. For the purposes of this Agreement the scope of the Regional Water System is limited to the facilities which are within the control of the Town of Barrhead, and do not include the following: the water transmission line to the Hamlet of Neerlandia, including the meter and booster station; the water transmission line to the Hamlet of Manola, including the meter; and the transmission line to the subdivision of McGill Estates, including the meter.
- (j) "Services" means those services as set forth in Section 4.01 hereof;
- (k) "Water Treatment Plant" means the water treatment plant located in the Town of Barrhead. A site map is included in *Schedule "A" Water Treatment Plant*;
- (l) "Water" means potable water treated by the Commission.

ARTICLE 2 - PROVISION OF SERVICES

2.01 The Contractor agrees to provide the Services in accordance with the terms of this Agreement.

ARTICLE 3 - TERM

3.1 Length of Term

This Agreement will have a term of five (5) years commencing on the date of agreement, as recorded on the first page of this Agreement.

3.2 Review of Terms of Agreement

Every Twelve (12) months from the anniversary of this Agreement, both parties shall meet to review the terms of this Agreement and will negotiate amendments to the Agreement, as both parties agree. Both parties agree and acknowledge that there is no obligation for the parties to agree to any amendment.

ARTICLE 4 - SERVICES

4.1 General Services

The Contractor will provide the following general services to operate and maintain the Regional Water System (the "Services"):

- (a) Testing - The Contractor will undertake the testing of water and general provisions as set forth in the Approval. A copy of the Approval is included in *Schedule "B" Approval Alberta Environment and Parks*;
- (b) Operation of Regional Water Treatment Plant located in the Town of Barrhead in conditions set out in the Approval from Alberta Environment and Parks.
- (c) Emergency Services - The Contractor will provide emergency services when required, the following being a list of Emergency Services that could be required, which list is not intended to be all inclusive, but is provided to show examples of Emergency Services:
 - (i) Line breaks or equipment failures that are within the capabilities of the Contractor to repair in a timely manner;
 - (ii) Contracting and coordinating with vendors to repair line breaks or equipment failures that are **not** within the capabilities of the Contractor to repair in a timely manner; and
 - (iii) Situations of Abnormal Circumstances, in which case the Contractor will provide whatever remedies that are within the capabilities of the Contractor, and contact and coordinate with vendors who could provide additional remedies in order to bring the situation back to normal in as timely a manner as possible.
- (d) Capital and Operational Projects - The Contractor will contact and coordinate with vendors to perform the Capital and Operational Projects as budgeted each year. The services provided by these vendors will be paid for by the Contractor, and subsequently reimbursed by the Commission.
- (e) In addition to the foregoing services, the Contractor shall also perform those duties as set forth in *Schedule "C" Services and Maintenance Duties* attached hereto.

4.2 The performance of the Services by the Contractor shall be described and identified by the Contractor and provided to the Commission Manager.

4.3 The Contractor shall perform all maintenance and repair work on the Regional Water System, as is required from time to time, during the term of this Agreement. Notwithstanding this, the Contractor acknowledges that it shall require the consent of the Commission to perform any repair or maintenance obligation that shall exceed the annual budget for repairs and maintenance in the aggregate.

4.4 The Contractor shall provide the Commission with monthly reporting on all material aspects of the operation, maintenance and repair of the Regional Water System. When Emergency Services are being provided, the Contractor shall keep the Commission Manager informed on an on-going basis.

ARTICLE 5 - PAYMENT

- 5.1 Subject to and in accordance with this Agreement, as compensation for the services provided by the Contractor under this Agreement, the Commission shall pay to the Contractor:
- a) As per the rate outlined in the Annual Budget, or a revised amount agreed upon by the Commission, and
 - b) As invoiced on a monthly basis and due within 30 days of the invoice.
- 5.2 The Fees to be charged by the Contractor or the time required to perform the Services by the Contractor shall be reviewed each year prior to November 1 of each year during the Term, to ensure both parties can monitor the hours of work and rates for the upcoming year. Any change in the compensation payable for Services shall be negotiated by the parties within thirty (30) days of the notice provided by the Contractor. If no agreement is achieved within such thirty (30) day period, either party may refer issues respecting the amount of such adjustment or whether or not a significant change has occurred warranting adjustment to the fee structure for resolution in accordance with the dispute resolution process set forth in this Agreement.
- 5.3 The Commission shall pay GST in respect of amounts payable for all Services hereunder when and as invoiced.
- 5.4 Payments due to vendors, equipment manufacturers, chemical companies, etc. shall be paid by the Contractor, and subsequently reimbursed by the Commission.
- 5.5 To provide clarity regarding the payment of Emergency Services (4.01 c):
- a) Emergency Services which are within the capabilities of the Contractor to repair in a timely manner shall be considered part of the Services provided by the Contractor;
 - b) Emergency Services which are outside the capabilities of the Contractor to repair in a timely manner, and which are provided by a vendor, shall be paid by the Contractor and then reimbursed by the Commission; and
 - c) Situations of Abnormal Circumstances which are outside the capabilities of the Contractor, and which are provided by a vendor, shall be paid by the Contractor and then reimbursed by the Commission.

ARTICLE 6 - DISPUTES

- 6.1 As a general statement of principle, the Contractor will undertake its best efforts to maintain, operate and provide a consistent, dependable supply of Water pursuant to the terms of this Agreement.
- 6.2 Notwithstanding any other provision of this Agreement, the Contractor shall not be liable for any failure of or delay in performance of the Services or of its other obligations or be in breach of this Agreement if and to the extent such failure is caused by Abnormal Circumstances, provided that the Contractor gives notice to the Commission of such Abnormal Circumstances.
- 6.3 The Contractor shall notify the Commission as soon as reasonably possible, and in any event within three (3) days, after the Contractor becomes aware of any Abnormal Circumstances and in such notice or so soon after giving such notice as is reasonably possible, the Contractor shall provide to the Commission's Representative particulars of the Abnormal Circumstances sufficient to permit the Commission to assess the gravity and impact of the Abnormal Circumstances as well as details of any action taken by the Contractor to mitigate same and the action proposed by the Contractor to

mitigate and, to the extent reasonably possible, to prevent the recurrence of such Abnormal Circumstances in the future.

- 6.4 If there is a dispute between the parties in connection with this Agreement, the parties shall, acting reasonably and in good faith, use their best efforts to resolve the same as soon as possible by negotiation. If the dispute cannot be otherwise resolved pursuant to this Section 6.03, within twenty (20) days of notice from any party to the other, a person from each party, which has the authority to act on behalf of the party that appointed him, shall meet to attempt to resolve the same.

6.5

- 6.5.1 If there is a dispute between any of the parties in connection with this Agreement and after the meeting as set forth in Section 6.04 hereof, the dispute is not resolved, any party may notify the others of its desire to have the matter resolved by arbitration, and unless within ten days following the notice the matter is resolved, the dispute shall be submitted to arbitration.

- 6.5.2 In an arbitration pursuant to Section 6.05.1:

- 6.5.2.1 the parties shall appoint a single arbitrator who shall have such technical and other qualifications as may be reasonably necessary to enable the arbitrator to properly adjudicate upon the matter;
- 6.5.2.2 the parties shall be deemed to have failed to concur in the appointment of a single arbitrator if such person shall not have been appointed within TWENTY (20) Days after the service by one party upon the others of a notice requesting it to concur in such appointment. Any party shall then be entitled to apply to a Justice of the Court of Queen's Bench of Alberta who shall have jurisdiction to appoint such arbitrator;
- 6.5.2.3 except as expressly contemplated herein and in addition to the scope of authority generally available to the arbitrator, the arbitrator shall be entitled to make determinations of specific performance and injunctive relief;
- 6.5.2.4 the decision of the arbitrator shall be final and binding upon the parties;
- 6.5.2.5 all expenses of the arbitration, including the cost of the arbitrator and costs associated with the appointment thereof, but excluding any party's individual costs to participate in and represent its position at the arbitration, shall be shared and borne jointly and equally by the parties;
- 6.5.2.6 Subject to any award by an arbitrator, each party shall bear its individual costs to participate in and represent its position at the arbitration;
- 6.5.2.7 the arbitration shall be conducted in the Town of Barrhead or, by mutual agreement, in the City of Edmonton, in the Province of Alberta and, except as herein modified, in accordance with the *Arbitration Act* (Alberta) as amended from time to time; and
- 6.5.2.8 it shall be a condition of the appointment of any arbitrator that the arbitrator shall maintain in strict confidence all documents, the transcripts of the proceedings and other materials and all information disclosed by or on behalf of the parties in the arbitration and shall not use the same or allow the same to be used for any purpose collateral to the arbitration and, at the request of the party that provided any documents or other printed materials, shall return all originals and any copies of such documents and printed materials. The arbitrator shall be responsible for

ensuring that his or her officers, employees, representatives and consultants comply with the obligation of confidentiality herein.

6.5.3 If the dispute submitted to arbitration pursuant to Section 6.05 is over the legal interpretation of this Agreement unless the parties otherwise agree, the arbitrator shall refer such aspect of the dispute to the courts of the Province of Alberta for resolution.

6.6 If the parties agree, in lieu of or prior to arbitration pursuant to Section 6.05, the parties may submit any dispute to mediation.

ARTICLE 7 - INSURANCE

7.01 The Contractor shall provide evidence of insurance of its employees and coverage to the Commission annually at the annual review, in such amounts and in such policy as a reasonable operator would so obtain in similar circumstances as this Agreement. The costs of insurance shall be borne solely by the Contractor.

ARTICLE 8 - QUALIFICATIONS

8.1 The Contractor shall:

- 8.1.1 undertake the Services using qualified personnel who have the appropriate certification in operations and maintenance of like facilities; and
- 8.1.2 ensure the Regional Water System is operated under the direct supervision of personnel who possess valid certificates of competency as required by all applicable regulatory requirements.
- 8.1.3 provide to the Commission, the qualifications of all personnel; and
- 8.1.4 on the change of personnel, provide the qualifications within thirty (30) days of the new staff performing duties.

ARTICLE 9 - GENERAL

9.1 Either party can provide notification to the other party by sending a single registered letter which will be deemed received 3 days from the date of mailing or shall be deemed to be received if served by hand to the following addresses:

Barrhead Regional Water Services Commission
PO Box 4189,
Barrhead, Alberta, T7N 1A2
EMAIL: brwcmanager@gmail.com
Contact: Commission Manager

Town of Barrhead
PO Box 4189
Barrhead, Alberta, T7N 1A2
email: town@barrhead.ca
Contact: CAO

9.2 Time shall be of the essence of this Agreement.

- 9.3 The parties hereby confirm and ratify the matters contained and referred to in the Preamble to this Agreement and agree that same and the various schedule(s) hereto are expressly incorporated into and form part of this Agreement:

Schedule "A"	Water Treatment Plant
Schedule "B"	Alberta Environment and Parks Approvals for the Water Treatment Plant and the Weir on the Paddle River
Schedule "C"	Services and Maintenance Duties

- 9.4 The headings, captions, paragraph numbers, sub-paragraph numbers, article numbers and indices appearing in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit, construct or enlarge the scope or meaning of this Agreement or any provisions hereof.
- 9.5 Nothing contained herein shall be deemed or construed by the parties nor by any third party, as creating the relationship of employer and employee, principal and agent, partnership, or of a joint venture between the parties, it being understood and agreed that none of the provisions contained herein nor any act of the parties shall be deemed to create any relationship between the parties other than an independent service agreement between the two parties at arm's length.
- 9.6 Except as may from time to time be expressly stated in writing by the one party, the other party has no authority to assume or create any obligation whatsoever, expressed or implied, on behalf of or in the name of the other party, nor to bind the other party in any manner whatsoever.
- 9.7 This Agreement may not be altered or amended in any of its provisions, except where any such changes are reduced to writing and executed by the parties.
- 9.8 If any term, covenant or condition of this Agreement or the application thereof to any party or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest permitted by law.
- 9.9 Wherever the singular, plural, masculine, feminine or neuter is used throughout this Agreement the same shall be construed as meaning the singular, plural, masculine, feminine, neuter, body politic or body corporate where the fact or context so requires and the provisions hereof.

On the affixing of the parties signatures and seals, both parties agree to the terms and conditions of this agreement.

BARRHEAD REGIONAL WATER COMMISSION

TOWN OF BARRHEAD

SCHEDULE "A"

WATER TREATMENT PLANT

SCHEDULE "B"

APPROVALS
ALBERTA ENVIRONMENT **AND PARKS**

APPROVAL
PROVINCE OF ALBERTA

ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT
R.S.A. 2000, c.E-12, as amended.

394-03-00
APPROVAL NO.:

016-394
APPLICATION NO.: •

November 23, 2017
EFFECTIVE DATE:

November 1, 2027
EXPIRY DATE:

Barrhead Regional Water Commission
APPROVAL HOLDER:

Construction, operation and reclamation of a waterworks system
ACTIVITY:
for the Barrhead Regional Water Commission.

is subject to the attached terms and conditions.

Designated Director under the Act..... - - - - -
Muhammad Aziz, P. Eng.

November 23, 2017
Date Signed

TERMS AND CONDITIONS ATTACHED TO APPROVAL

PART 1: DEFINITIONS

SECTION 1.1: DEFINITIONS

- 1.1.1 All definitions from the Act and the regulations apply except where expressly defined in this approval.
- 1.1.2 In all PARTS of this approval:
- (a) "Acr means the *Environmental Protection and Enhancement Act*. **R.S.A.** 2000, c.E-12, as amended;
 - (b) "alternate program" means the Alternate Laboratory Data Quality Assurance Program, as detailed in the Department's *Laboratory Data Quality Assurance Policy Procedures and Guidelines*;
 - (c) "approved laboratory" means laboratory accredited to the requirements of ISO/IEC 17025, *General requirements for the competence of testing and calibration laboratories*, for the drinking water tests methods specified by the Director;
 - (d) "as-built engineering drawings" means the drawings used in construction that have been updated to record what was actually built;
 - (e) "chemical" means any substance that is added or used as part of the treatment process;
 - (f) "chlorine residual" means free chlorine, or combined chlorine or total chlorine;
 - (g) "clearwell" means a reservoir for the storage of filtered water of sufficient capacity to prevent the need to vary the filtration rate with variations in demand. May also be used to provide chlorine contact time for disinfection;
 - (h) "contact time" ("T_o") means the time taken in minutes for 10% of the water to pass through the particular process unit;
 - (i) "continuous monitoring" means flow measurement or sample analysis through in-line equipment that **creates** flow measurements or frequent, discrete sample analysis output and includes a data recorder;
 - (j) "Cr" means disinfectant residual in mg/L multiplied **by** the contact time;
 - (k) "CT_{lowest actual}" means the lowest CT calculated in a particular day;

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$$CT_{\text{lowest actual}} = C_{\text{x-T}} \times \frac{T_{10}}{T} \times \frac{V_{\text{mtn}}}{Q_{\text{peak}}}$$

Where: **C** = lowest recorded daily free chlorine residual concentration (in milligrams per litre) at the point T_{10} is measured;

$$\frac{T_{10}}{T} = 0.5; \quad \text{OR}$$

Varies based on the empirical method using typical baffling conditions as per Appendix D in the Standards and Guidelines Document: OR

Varies based on a tracer study, where

T_{10} = the contact time established from the most recent tracer study; and

T = the calculated contact time, assuming no short-circuiting and obtained by dividing the treated water chlorine contact storage volume that was used to determine T_{10} , by the flow that was used to determine T_{10} :

V_{mtn} = the daily minimum volume (in Litres) of water in the clearwell;

Q_{peak} = maximum recorded hourly flow (Litres per minute) . $Q!$ twice the daily average flow (Litres per minute)

- (l) " CT_{required} " means the CT required to demonstrate the specified Log reduction of *Giardia* cysts and / or viruses as specified in Appendix A or Appendix B of the "Standards and Guidelines Document";
- (m) " $CT_{\text{performance ratio}}$ " means $CT_{10} \times \frac{CT_{\text{required}}}{CT_{10}}$;
- (n) "day" means calendar day;
- (o) "design capacity" means the production capacity for which the waterworks system was designed, as stated in the engineering drawings and specifications for the waterworks system;

TERMS AND CONDITIONS ATTACHED TO APPROVAL

- (p) "Director" means an employee of the Government of Alberta designated as a Director under the Act;
- (q) "disinfectant residual" means total concentration of disinfectant in water;
- (r) "disinfection" means a chemical or physical process of treating **water** to Inactivate microorganisms;
- (s) "electronic reporting" means submitting monitoring results to the Director as required in this approval, electronically through the secure internet website provided by Environment and Sustainable Resource Development at <http://aep.alberta.ca/water/programs-and-services/drinking-water/knowledge/drinking-water-quality-information-electronic-submissions/electronic-submission-of-drinking-water-quality-information-secure-entry.aspx>;
- (t) "GCDWQ" means the *Guidelines for Canadian Drinking Water Quality*, published by Health Canada, as amended;
- (u) "grab", when referring to a sample, means an individual sample collected in less than 30 minutes and which is representative of the substance sampled;
- (v) "ISO/IEC" means the International Organization for Standardization/ the International Electrotechnical Commission;
- (w) "Log reduction" means the base 10 logarithm of the ratio of raw water concentrations divided by the treated water concentration of total *Giardia* cysts, *Cryptosporidium* oocysts or viruses;
- (x) "MAC" means the Maximum Acceptable Concentration, specified in the GCDWQ for a particular parameter;
- (y) "PWR" means the *Potable Water Regulation*, as amended;
- (z) "produced water" means all water that has gone through treatment and has entered the water distribution system;
- (aa) "raw water" means untreated source water from water wells, surface water intakes or infiltration galleries that constitute the water supply;
- (bb) "regulations" means the regulations enacted pursuant to the Act and as amended;
- (cc) "Standards and Guidelines Document" means the *Standards and Guidelines for Municipal Waterworks Wastewater and Storm Drainage Systems*, published by the Alberta Environment, as amended;

TERMS AND CONDITIONS ATTACHED TO APPROVAL

- (dd) "User Agreement" means the *Drinking Water Quality User Agreement* signed by the approval holder and the Director; and

PART 2: GENERAL PROVISIONS

SECTION 2.1: GENERAL

- 2.1.1 The approval holder shall comply with all conditions in this approval.
- 2.1.2 Any conflict between the approval application and the terms and conditions of this approval shall be resolved in favour of this approval.
- 2.1.3 The terms and conditions of this approval do not affect any rights or obligations created under any other authorization issued by the Department.
- 2.1.4 The approval holder shall carry out all electronic reporting, or cause all electronic reporting to be carried out in accordance with the User Agreement.
- 2.1.5 The approval holder shall comply with the terms and conditions of the User Agreement.
- 2.1.6 The terms and conditions of this approval are severable. If any term or condition of this approval or the application of any term or condition is held invalid, the application of such term or condition to other circumstances and the remainder of this approval shall not be affected thereby.
- 2.1.7 If the approval holder monitors for any substances or parameters, which are the subject of limits in this approval more frequently than is required, using procedures authorized in this approval, then the approval holder shall provide the results of such monitoring as an addendum to the next reports required by this approval.
- 2.1.8 *Environmental Protection and Enhancement Act* Approval No. 394-02-00 is cancelled.

PART 3: PLANNING, CONSTRUCTION AND / OR UPGRADING REQUIREMENTS

SECTION 3.1: PLANNING

- 3.1.1 The approval holder shall:
- (a) maintain; and
 - (b) update the *Drinking Water Safety Plan*
- at least once per calendar year in every year.

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3.1.2 The *Drinking Water Safety Plan* in 3.1.1 shall:

- (a) Identify potential risks to the waterworks system including, but not limited to risks associated with the following:
 - (i) the source of raw water,
 - (ii) the treatment processes associated with the water treatment plant, and
- (b) prescribe appropriate measures to control and/or reduce such risks to the waterworks system

in accordance with the requirements in the *Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems; Part 1 Standards for Municipal Waterworks* (2012), as amended.

3.1.3 The *Drinking Water Safety Plan* in 3.1.1 shall utilize the *Drinking Water Safety Plan* template located at <http://www.environment.alberta.ca/apps/regulatteddwq/dwsp.aspx> unless otherwise authorized in writing by the Director.

SECTION 3.2: CONSTRUCTION

Not used at this time

SECTION 3.3: UPGRADE

3.3.1 If a MAC specified in the *GCDWQ* is changed or a new limit MAC is added in the *GCDWQ* and the waterworks system will be unable to meet the new or revised MAC, then the approval holder shall make application to the Director to upgrade the waterworks system such that the waterworks system will be able to meet the new or revised MAC within five (5) years of the date the new or revised guideline was published.

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PART 4: OPERATIONAL REQUIREMENTS

SECTION 4.1: WATERWORKS SYSTEM

4.1.1 The approval holder shall:

- (a) operate; and
- (b) maintain a waterworks system, serving communities in Barrhead County area, which shall include all of the following:
 - (i) a source consisting of:
 - (A) surface water from Paddle River at NW Y.20-59-3 WSM,
 - (ii) raw water storage,
 - (iii) **a water** treatment plant consisting of:
 - (A) **raw water** aeration,
 - (B) pre-treatment chlorination (optional),
 - (C) coagulation and flocculation,
 - (D) clarification,
 - (E) membrane filtration with microfiltration unit(s),
 - (F) membrane filtration with nanofiltration unit(s),
 - (G) pH adjustment;
 - (H) taste and odour control;
 - (I) fluoridation, and
 - (J) disinfection by chlorination;
 - (iv) a clearwell.

4.1.2 The approval holder shall maintain a waterworks system *Operations Program* that shall include, **at a** minimum, all of the information in SCHEDULE 1 of this approval.

4.1.3 The approval holder shall update the *Operations Program* at least on an annual **basis**.

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- 4.1.4 Where any sample of a sampling event pursuant to 5.1.1 exceeds the turbidity limit in SCHEDULE 3, the approval holder shall:
- (a) Immediately divert the water from entering the clearwell until the water does not exceed the turbidity limit in SCHEDULE 3; or
 - (b) in the event that the water has entered the clearwell then:
 - (i) immediately divert all the water from the clearwell to waste. and
 - (ii) continue to divert to waste until all the water that exceeded the turbidity limit in SCHEDULE 3 has been flushed from the clearwell; or
 - (c) report in accordance with 6.1.1.
- 4.1.5 Where any sample of a sampling event pursuant to 5.1.1 exceeds the particle count limit in SCHEDULE 3 the approval holder shall:
- (a) immediately divert the water from entering the clearwell until the water does not exceed the particle count limit in SCHEDULE 3; or
 - (b) in the event that the water has entered the clearwell then:
 - (i) immediately divert all the water from the clearwell to waste. and
 - (ii) continue to divert to waste until all the water that exceeded the particle count limit in SCHEDULE 3 has been flushed from the clearwell; or
 - (c) report in accordance with 6.1.1.
- 4.1.6 Where any instance of a direct integrity testing event pursuant to 5.1.1 does not meet or exceed the log reduction credit limit for the membrane filtration system in SCHEDULE 3, the approval holder shall:
- (a) immediately stop water production;
 - (b) identify and segregate the faulty membrane module in the membrane filtration system;
 - (c) retest the direct integrity of the remaining membrane modules until the testing verifies that the log reduction credit meets or exceeds the limit in SCHEDULE 3; and
 - (d) place the remaining membrane modules back into service.

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SECTION 4.2: FACILITY CLASSIFICATION AND CERTIFIED OPERATOR REQUIREMENTS

FACILITY CLASSIFICATION

- 4.2.1 The water treatment facility in this approval is classified as Class III in accordance with the *Water and Wastewater Operators' Certification Guide/Ines*.

CERTIFIED OPERATOR

- 4.2.2 At all times the operation of the waterworks system shall be performed by, or under the direction of, a person who holds:
- (a) a valid Level III (or higher) Water Treatment Operators Certificate; and have on staff; and
 - (b) at least one other operator who holds a valid Level I (or higher) Water Treatment Operators Certificate.

SECTION 4.3: PERFORMANCE LIMITS

POTABLE WATER QUALITY STANDARDS

- 4.3.1 All produced water shall meet the Treated Water Limits specified in SCHEDULE 3.
- 4.3.2 As outlined in TABLE 4-1 and at all times, the disinfection and filtration, together, shall achieve:
- (a) a total 4-Log reduction for viruses;
 - (b) a total 3-Log reduction for *Giardia*; and
 - (c) a total 3-Log reduction for *Cryptosporidium* (sp).

TABLE 4-1: AVAILABLE LOG REDUCTION CREDITS

F/W Treatment Process	SYSTEM PERFORMANCE	LOG REDUCTION CREDIT		
		<i>Cryptosporidium</i>	<i>Giardia</i> /fl	Viruses
Microfiltration, Preceded by Coagulation, Flocculation and Clarification	As per SCHEDULE 3	4	4	0
Chlorine Disinfection		0	0	4

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- 4.3.3 In addition to compliance with the limits specified in SCHEDULE 3, the proposed water shall comply with the *Potable Water Quality* requirements of the *Potable Water Regulation*, as amended, for those parameters specified in SCHEDULE 4, and any parameters added to the GCDWQ.

SECTION 4.4: CHEMICALS USED

- 4.4.1 The approval holder shall not add any substance, material or compound to water being treated to be potable unless the substance, material or compound:
- (a) conforms to American National Standards Institute and National Sanitation Foundation ANSI/NSF Standard 60 or Standard 61; or
 - (b) is certified for potable use by an agency accredited to the requirements of ISO/IEC 9000 and ISO/IEC 14001; and
 - (c) is added in a dosage that does not exceed the dosage specified as Maximum Use; or
 - (d) as otherwise authorized in writing by the Director.

SECTION 4.5: WASTE STREAM

- 4.5.1 Waste streams shall be released only as follows:
- (a) clarifier blowdown shall be discharged to Town of Barrhead sanitary sewer;
 - (b) membrane backpulse / draindown shall be discharged to Town of Barrhead sanitary sewer;
 - (c) membrane clean in place waste shall be discharged to Town of Barrhead sanitary sewer;
 - (d) membrane rejection stream shall be discharged to Town of Barrhead sanitary sewer;
 - (e) waste stream from online monitoring meters shall be discharged to Town of Barrhead sanitary sewer;
 - (f) wastewater from lab sink or floor drain(s) shall be discharged to Town of Barrhead sanitary sewer;
 - (g) sanitary wastewater shall be discharged to Town of Barrhead sanitary sewer; and

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- (h) any other waste stream shall be discharged as authorized in writing by the Director.

PART 5: MONITORING REQUIREMENTS

SECTION 6.1: MONITORING

- 5.1.1 The approval holder shall monitor the waterworks system in accordance with:
- (a) SCHEDULE 2; and
 - (b) SCHEDULE 3.

SECTION 5.2: DATA QUALITY ASSURANCE

- 5.2.1 With respect to any monitoring required pursuant to this approval, all samples shall be:
- (a) collected;
 - (b) preserved;
 - (c) stored;
 - (d) handled; and
 - (e) analysed in accordance with:
 - (i) the *Standard Methods for the Examination of Water and Wastewater*, published by the American Public Health Association, the American Waterworks Association and the Water Environment Federation. as amended or replaced from time to time, or
 - (ii) a method authorized in writing by the Director.
- 5.2.2 Any analysis of a sample required pursuant to this approval shall be done only in an approved laboratory or in a laboratory that complies with the Department's alternate program.
- 5.2.3 Data results of the on-line or continuous monitoring equipment must be validated to ensure that the results reflect the actual quality of the water and are not an electronic or meter spike by direct or indirect means.

TERMS AND CONDITIONS ATTACHED TO APPROVAL

PART 6: REPORTING REQUIREMENTS

SECTION 6.1: CONTRAVENTION REPORTING

- 6.1.1 In addition to any other reporting required pursuant to this approval, the Act, or the regulations, the approval holder shall immediately report to the Director any contravention of this approval, either:
- (a) by telephone at 1-780-422-4505; or
 - (b) by a method:
 - (i) in compliance with the release reporting provisions in the Act and the regulations, or
 - (ii) as authorized in writing by the Director.
- 6.1.2 In addition to any other reporting required pursuant to this approval, the Act, or the regulations, the approval holder shall immediately report to the Director by a method specified in 6.1.1, any structural or equipment malfunction in the waterworks system that may affect the quality or supply of potable water.
- 6.1.3 In addition to the immediate reporting in 6.1.1, the approval holder shall provide a report to the Director:
- (a) in writing; or
 - (b) by a method:
 - (i) in compliance with the release reporting provisions in the Act and the regulations, or
 - (ii) authorized in writing by the Director
- within seven (7) calendar days after the discovery of the contravention, or within another time period specified in writing by the Director, unless the requirement for the report is waived by the Director.
- 6.1.4 The report required in 6.1.3 shall contain, at a minimum, the following information:
- (a) a description of the contravention;
 - (b) the date of the contravention;
 - (c) the duration of the contravention;

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- (d) the legal land description of the location of the contravention;
- (e) an explanation as to why the contravention occurred;
- (f) a summary of all preventive measures and actions that were taken prior to the contravention;
- (g) a summary of all measures and actions that were taken to mitigate any effects of the contravention;
- (h) a summary of all measures that will be taken to address any remaining effects and potential effects related to the contravention;
- (i) the number of the approval issued under the Act for the waterworks system, and the name of the approval holder who held the approval at the time the contravention occurred;
- (j) the name, address, phone number and responsibilities of all persons operating the waterworks system at the time the contravention occurred;
- (k) the name, address, phone number and responsibilities of all persons who had charge, management or control of the waterworks system at the time that the contravention occurred;
- (l) a summary of proposed measures that will prevent future contraventions, including a schedule of implementation for these measures;
- (m) any information that was maintained or recorded under this approval, as a result of the incident; and
- (n) any other information required by the Director in writing.

6.1.5 Where a sample does not meet the Maximum Acceptable Concentration as specified in the GCDWQ for one or more of the physical, inorganic, organic; chemical or pesticide parameters in SCHEDULE 4, in addition to any reporting or other requirements pursuant to the Act, or the Regulations, the approval holder shall carry out the corrective actions set out in the *Action Protocol for Exceedances of Chemical Health Parameters in Drinking Water*, Alberta Environment, August 2009, as amended.

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SECTION 6.2: MONTHLY REPORTING

- 6.2.1 The approval holder shall compile and retain monthly reports at the water treatment plant.
- 6.2.2 The monthly report in 6.2.1 shall include, at a minimum:
- (a) the name, telephone and fax numbers of all certified operators;
 - (b) the analytical results for all parameters required to be monitored in accordance with this approval during the month;
 - (c) the locations of all sampling performed during the month in accordance with this approval;
 - (d) the name and manufacturer of all treatment chemicals added during the month, and each manufacturer as listed by the certified agency that tested the chemical to ANSI/NSF Standard 60 or Standard 61;
 - (e) the results of all required monitoring and measurements conducted during the month in accordance with this approval; and
 - (f) a description of any problems experienced, and corrective actions taken at the waterworks system during the month, including all actions taken as per 4.1.4 through 4.1.7.

SECTION 6.3: ANNUAL REPORTING

- 6.3.1 In addition to any other reporting required under the Act, the regulations and this approval, the approval holder shall compile an annual report, by February 28 of the year following the calendar year in which the information on which the report is based was collected.
- 6.3.2 Unless otherwise notified in writing by the Director, the approval holder shall submit to the Director the annual report in 6.3.1, by February 28 of the year following the calendar year in which the information on which the report is based was collected.
- 6.3.3 The annual report in 6.3.1 shall contain, at a minimum, all of the following information:
- (a) a summary of the monthly reports, specifying the monthly minimum, average, and maximum results for each parameter monitored, excluding bacteriological results, for each month;
 - (b) a summary of the total volume of treated water, for each month;

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- {c} a summary of the number, sampling dates and analytical results of the bacteriological samples analyzed for each month;
- (d) the results of any other compliance monitoring done during the year pursuant to this approval, that was not included in any monthly report;
- (e) a description of any problems experienced, and corrective actions taken at the waterworks system during the year; and
- (f) any changes to the *Operations Program*.

SECTION 6.4: ELECTRONIC REPORTING

6.4.1 The approval holder shall submit periodic reports:

- (a) in an electronic format; and
- (b) with the following frequency:
 - (i) monthly, to the Director on or before the end of the month following the month in which the information on which the report is based was collected,
 - (ii) annually, to the Director on or before February 28 of the year following the year in which the information on which the report is based was collected, or
 - (iii) as specified in writing by the Director.

PART 7: RECORD KEEPING REQUIREMENTS

SECTION 7.1: GENERAL

7.1.1 The approval holder shall:

- (a) record the following information; and
- (b) maintain and retain the following records for five (5) years from the date the record was created:
 - (i) bacteriological analysis results,
 - (ii) daily records, including but not limited to:
 - (A) flow meter readings,

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- (B) chlorine concentrations,
- (C) treatment chemical dosages, and
- (D) all the requirements of SCHEDULE 3 specific to daily monitoring

required under this approval;

- (iii) all monthly reports required under this approval, and
- (iv) records of action taken by the approval holder to correct contraventions of the limits in SCHEDULE 3, including the following information for each contravention:
 - (A) name and address of the person who discovered the contravention, and
 - (B) copies of all notifications to the public.

7.1.2 The approval holder shall retain the following records for the life of the waterworks system:

- (a) the *Operations Program*;
- (b) copies of all:
 - (i) applications submitted to the Department for an approval regarding the waterworks system which includes, but are not limited to:
 - (A) correspondence, and
 - (8) drawings;
 - (ii) project reports,
 - (iii) engineering drawings and specifications issued for approved construction,
 - (iv) as-built engineering drawings,
 - (v) reports of inspections conducted by the Department,
 - (vi) correspondence and written notifications sent to the Department regarding a proposed extension of a water distribution system, replacement of a portion of a water distribution system, expansion or

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modification of potable water storage within the water distribution system.

(vii) approvals issued under the Act for the waterworks system.

(viii) annual reports, and

(ix) reports prepared pursuant to 6.1.3 and 6.1.4;

(c) all physical, organic and inorganic chemical and pesticide analytical results required pursuant to this approval, excluding daily monitoring.

7.1.3 The results and records in 7.1.1(b) shall contain, at a minimum, all of the following information:

(a) the **date**, location and time of monitoring, and the name of the person collecting the sample;

(b) identification of the sample type, including, but not limited to whether the sample is taken as required in the approval, a repeat sample, a source or potable water sample, or other special purpose sample;

(c) date of analysis;

(d) laboratory name and person responsible for performing analysis;

(e) the analytical method used; and

(f) the results of the analysis.

7.1.4 The approval holder shall immediately provide any records, reports or data required under this approval to the Director or an inspector, upon request.

PART 8: RECLAMATION REQUIREMENTS

SECTION 8.1: GENERAL

8.1.1 Where the land surface has been disturbed during construction, expansion, modification or repair of any portion of a waterworks system, reclamation of the land surface to equivalent land capability shall be performed following the construction, expansion, modification or repair, in accordance with the Standards and Guidelines Document.

8.1.2 Within six months after the waterworks system, or a portion of the waterworks system, permanently ceases operation, the approval holder shall submit a

TERMS AND CONDITIONS ATTACHED TO APPROVAL

reclamation plan to the Director for the portion of the waterworks system that is no longer in operation.

- 8.1.3 The approval holder shall not commence reclamation of the waterworks system until that person has received an amendment to this approval from the Director for the reclamation.

November 23, 2017



DESIGNATED DIRECTOR UNDER THE ACT
Muhammad Aziz, P.Eng.

SCHEDULE 1

OPERATIONS PROGRAM

- 1) Routine Operational Procedures, which shall, at a minimum, include:
 - (a) contact name and telephone numbers for the waterworks system owner, waterworks system operator, engineering consultants and equipment suppliers;
 - (b) operating instructions:
 - (i) general description of treatment process and operating procedures,
 - (ii) performance requirement, and
 - (iii) location of equipment major controls;
 - (c) general maintenance schedule;
 - (d) general maintenance instructions for:
 - (i) treatment / process equipment,
 - (ii) monitoring equipment,
 - (iii) pumping equipment, and
 - (iv) membrane repair and replacement procedures.
 - (e) the schedule and procedures for cleaning and flushing of the water distribution system, including potable water storage reservoirs.
- 2) Routine Operational Procedures for Monitoring and Analysis, which shall, at a minimum, include:
 - (a) operational and compliance tests to be performed;
 - (b) bacteriological quality monitoring plan;
 - (c) methods used for monitoring and analysis;
 - (d) locations of monitoring points;
 - (e) laboratory data quality assurance information;
 - (f) direct integrity testing; and
 - (g) data collection and analysis of integrity testing.

SCHEDULE 1

OPERATIONS PROGRAM

- 3} *Emergency Response Plan* which shall at a minimum, include:
- (a) steps to be taken in the event of the following:
 - (i) bacteriological results exceeding the prescribed limits;
 - (ii) turbidity / particle counts exceeding the limits;
 - (iii) chemical overfeed;
 - (iv) fluoride overfeed, spill and handling;
 - (v) no chemical or coagulant feed;
 - (vi) low chlorine residual;
 - (vii) equipment breakdown;
 - (viii) flood;
 - (ix) power failure;
 - (x) the waterworks system coming inoperable, including steps in providing an alternate potable water supply;
 - (b) cover-off In the event that the Certified Operator is not available to operate the waterworks system;
 - (c) Water Shortage Response Plans for raw and treated water;
 - (d) list of contacts; Alberta Environment, Alberta Health, Regional Health Authorities, Fire Department, Disaster Coordinator, and other agencies: and
 - (e) date of last update.
- 4) Copy of the as-built engineering drawings.

SCHEDULE 2 - RAW WATER

Monitoring, Measuring and Reporting Frequency Requirements

Parameter		Monitoring, Measuring and Reporting Frequency
Turbidity		Grab sample Once per day or Continuous monitoring and recording daily multiple times
Volume	RAW WATER ENTERING THE WATER TREATMENT PLANT	Metered, Once per day Reported as Total m ³
Fluoride		Grab sample, Once per week

REPORTING: Reporting by the Director as per 6.4

Reported monthly

As per Part 6 of the approval unless notified in writing by the Director as per 6.4

Reported monthly

As per Part 6 of the approval unless notified in writing by the Director as per 6.4

Reported monthly

As per Part 6 of the approval unless notified in writing by the Director as per 6.4

SCHEDULE 3 - TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

MEMBRANE FILTER - Treated Water TURBIDITY					
Turbidity	MICROFILTRATION TRAIN#1 TRAIN#2 TRAIN#3 (after Individual MICROFILTRATION train at a point upstream of the NANOFILTRATION)	Continuous monitoring and recording at 5 minute sampling intervals	Report MAXIMUM DAILY value (NTU)	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	≤ 0.1 NTU, at least 99% of the samples on a daily basis; and ≤ 0.3 NTU, 100% of the time.
			Report number of cumulative minutes per day the turbidity was between 0.1 and 0.3 NTU	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	

SCHEDULE 3 - TREATED WATER QUALITY Limits, Monitoring and Reporting Frequency

MEMBRANE FILTER - <i>Treated Water</i> PARTICLE COUNTS					
Partide Counts of particles greater than 2um	MICROFILTRATION TRAIN#1 TRAIN#2. TRAIN#3 (after Individual MICROFILTRATION train ata point upstream of the NANOFILTRATION)	Continuous monitoring andrecording at :s 5 minute sampling intervals	Report MAXIMUM DAILYvalue	Reported monthly Asper Part 6 of the approval , unless notified in writing by the Directoras per6.4	:s 20 particles/ml at least 99% of the samples on a daily basis; and < 50 particles/ml. 100% ofthe time
			In addition to the Membrane Filterlimit specified above, the approvalholders shall comply witha treated particle count level fromeach individual membrane filtertrain of less than orequal to:		
			# of cumulative minutes per <i>day</i> the partides/ml wasbetween 20 and50 particles/ml.	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per6.4	thereadings between20 and50 particfes/ml for a period of :s 15 minutes per day

SCHEDULE 3 - TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

PARAMETER	LOCATION	FREQUENCY	LIMIT	REPORTING FREQUENCY	ACTION
MEMBRANE FILTER - Direct Integrity Testing					
Direct Integrity Testing (Verification of log removal efficiency in microfiltration filters)	In EACH MICROFILTRATION FILTER TRAIN TRAIN#1 TRAIN#2 TRAIN#3	Once per day	Report log reduction value	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per Section 6.4	Pass 4-log removal efficiency for <i>Giardia</i> and 4-log removal efficiency for <i>Cryptosporidium</i>
Treated Water PRIMARY DISINFECTION					
Chlorine Residual - Free	ENTERING WATER DISTRIBUTION SYSTEM (where C is measured for log reduction of Viruses prior to entering water distribution system)	Continuous monitoring and recording at 5 minute sampling intervals	Record MINIMUM value mg/l Recorded Once per day	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	0.2 mg/L as Free Chlorine

SCHEDULE 3 -TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

Treated Water PRIMARY DISINFECTION -ALL WATERWORKS SYSTEMS					
PARAMETER	LOCATION	MEASUREMENT FREQUENCY	CONTENT	REPORTING FREQUENCY	
CT _{99.99}	ENTERING WATER DISTRIBUTION SYSTEM	Once per day determined for 4-log virus inactivation from the CT Values for Inactivation of Viruses by Free Chlorine in Appendix B of the Standards and Guidelines Document	Daily values	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	
CT _{1awell-i}		Calculated Once per day			
CT performance ratio Viruses	ENTERING WATER DISTRIBUTION SYSTEM	Calculated Once per day	Daily value	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	1
Volume	CLEARWELL	Once per day	MINIMUM daily value	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	

SCHEDULE 3 - TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

MONITORING MEASUREMENT					
Flow	ENTERING WATER DISTRIBUTION SYSTEM	Continuous	MAXIMUM hourly flow in UMin Recorded Once per day	Reported monthly Asper Part 6 of the approval, unless notified in writing by the Director as per 6.4	
pH	ENTERING WATER DISTRIBUTION SYSTEM	Grab Sample Once per day	Daily value	Reported monthly Asper Part 6 of the approval, unless notified in writing by the Director as per 6.4	
Temperature	ENTERING WATER DISTRIBUTION SYSTEM	Grab Sample Once per day	Daily value	Reported monthly Asper Part 6 of the approval, unless notified in writing by the Director as per 6.4	

SCHEDULE 3 -TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

LOCATION					
CONTENT					
FREQUENCY					
Treated Water FLUORIDE-ALL WATERWORKS SYSTEMS					
Fluoride	ENTERING WATER DISTRIBUTION SYSTEM	Grab sample Once per day	Daily value	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	0.5 to 0.9mg/L
Fluoride	ENTERING WATER DISTRIBUTION SYSTEM	Calculated average of the daily readings	Monthly value	Reported monthly As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	0.6 to 0.8 mg/L

SCHEDULE 3:...TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

LOCATION					
FREQUENCY					
CONT					
Treated Water					
Total Tnnalomethanes (ITHM)	ENTERING DISTRIBUTION SYSTEM	1 Grab sample every 3 months	Analytical Results	Reported annually As per Part 6 of the approval, unless notified in writing by the Director as per 6.4	As per the GCDWQ
	If and only Ifthe TIHM results from thesame location, based on running annual average fromtheprevious 12 months, Is lessthan the GCDWQ MAC, subsequent monitoring shallbeconducted, ataminimum, Inthefollowing manner.				
	ENTERING DISTRIBUTION SYSTEM	2 Grab samples per annum: (a) One sample taken during Aprilto June;and (b) OnesampletakenduringJulyto September,			
Haloacetic Acids (HAAs)	ENTERING DISTRIBUTION SYSTEM	1 Grab sample every 3 months	Analytical Results	Reported annually As per Part 6 of the approval, unless notified in writing by the Director asper6.4	As perthe GCDWQ

SCHEDULE 3 - TREATED WATER QUALITY

Limits, Monitoring and Reporting Frequency

PARAMETER	LOCATION	MONITORING MEASUREMENT FREQUENCY	REPORTING FREQUENCY	
<i>Treated Water-ALL WATERWORKS SYSTEMS</i>				
The physical, inorganic and organic chemical and pesticide parameters listed in SCHEDULE 4, and any new parameters with MAC's published in the GCDWQ	ENTERING DISTRIBUTION SYSTEM	2 Grab samples per annum for all parameters with the exception of Cyanobacterial toxins (as Microcystin-Total): (a) One sample taken during winter (December to February); and (b) One sample taken during summer (June to August); and For Cyanobacterial toxins (as Microcystin-Total) two grab samples: (a) One sample taken during the period August 1 -August 16; and (b) One sample taken during the period of September 1 to September 16 in any calendar year	Analytical Results	Reported annually As per Part 6 of the approval, unless notified in writing by the Director as per 6.4 As per the GCDWQ

SCHEDULE4

Table of Physical, Inorganic chemicals, Organic chemicals and Pesticides

Substance	Specific Parameter	Substance	Specific Parameter
Physical Parameters (Primary and Secondary)	Colour; pH; Total Dissolved Solids	Organic Chemicals and Pesticides (Primary)	Atrazine + metabolites; Azinphos-methyl; Benzene ; Benzo(a)pyrene ; Bromoxynil; Carbaryl ; Carbofuran ; Carbon Tetrachloride; Chlorpyrifos; Cyanazine; Cyanobacterial toxins (as Microcystin - Total; Olazinon; Dicamba ; 1,2-Dichlorobenzene; 1,4-Dichlorobenzene; 1,2-Dichloroethane; 1,1-Dichloroethylene; Dichloromethane; 2,4-Dichlorophenol; 2,4-D ; Oiclofop-methyl; Diquat; Diuron; Dimethoate; Ethyl benzene ; Glyphosate; Malathion; Methoxychlor; 2-Methyl-4- Chlorophenoxyacetic Acid (MCPA) ; Metolachlor; Metribuzin; Monochlorobenzene; Nitrilotriacetic Acid (NTA); N-Nitroso Dimethylamine (NOMA) ; Paraquat; Pentachlorophenol; Phorate; Picloram; Simazine; Terbufos; Tetrachloroethylene; 2,3,4,5-Tetrachlorophenol; Toluene; Trichloroethylene; 2,4,6-Trichlorophenol; Trifluralin; Vinyl Chloride; and Xylenes (total).
Inorganic chemicals (Primary)	Antimony; Arsenic; Barium; Boron; Bromate; Cadmium; Chlorate; Chlorite; Chloramines; Chromium; Cyanide; Fluoride; Lead; Mercury; Nitrate; Nitrite; Selenium; and Uranium.		
Inorganic and Organic Chemicals (Secondary)	Aluminum; Ammonia; Calcium; Chloride; Copper; Total Hardness; Iron; Magnesium; Manganese; Silver; Sodium; Sulphate; Sulphide; Total Organic Carbon; and Zinc;		

SCHEDULE "C"

SERVICES AND MAINTENANCE DUTIES

SCHEDULE "C"

SERVICES AND MAINTENANCE DUTIES

Operations Provision Summary

Plan, coordinate and supervise the activities and operation of the raw water and treated water systems of the Barrhead Regional Water Services Commission facilities as defined by the legal documents, being Approval 394-03-00 (water treatment plant) and Approval 00201210-00-00 (weir), as agreed upon by the Town of Barrhead and the Barrhead Regional Water Services Commission.

Operational Responsibilities:

- Oversee the operation and maintenance of the raw water collection, storage and distribution systems;
- Oversee the operation and maintenance of the water treatment facility and outbuildings;
- Oversee the operation and maintenance of the treated water transmission system and operational facilities contained within the Regional Water System, as defined in Article 1 of the Operational Agreement;
- Liaise with Alberta Environment and Parks to ensure compliance with operational license requirements including submission of monthly and annual reporting;
- Diagnose utility system problems and ensure that necessary repairs are conducted in a timely and cost-effective manner;
- Maintain a data and information system for raw water collection and transmission, and treated water transmission;
- Perform infrastructure inspections and provide technical and practical input to the Commission and managing body; and
- Provide technical support and advisory support for operational and capital budgets.

Duties and Responsibilities Summary:

Water Treatment Plant

- o Check heat; building 1, 2 and 3
- o Conduct daily water tests;
- o Manage plant run times; when operators are on site
- o Manage all chemical stock supply
- o Run Micro Filtration Membrane System
- o Run Nono Filtration Membrane System

- Manage air compressor run times
- Monitor MF air scrub, IT, TMP and Spec. Flux
- Schedule MF EFM and CIP
- Monitor MF cleaning chemical level: sodium hypochlorite, caustic and citric Acid
- Manage MF system online instruments; laser turbidity meters and particle counters and pressure gauges.
- Monitor NF online instruments; pressure sensors, pH and ORP probes, conductivity probes and antiscalant and anti-chlor 427 pumps.
- Schedule NF CIP, monitor pressures and normalization chart
- Morning, midday and afternoon water treatment check and required sampling;
- Collect and record all readings (hour meters, flow rates, chemical usage);
- Fill day tanks; Carbon, Polymer, Potassium permanganate, Sulphuric Acid and Fluoride
- Mix required chemicals;
- Data entry reports;
- Schedule cleaning and inspections of tanks
- Check equipment operation (oil levels, leaks, noise);
- Chemical adjustments as required;
- Chemical draw down as required;
- Calibrate lab equipment, daily and weekly requirements;
- Collect grab sample minimum of three (3) times per day;
- Monitor water levels throughout the course of the day;
- Chlorine tests minimum of three (3) times per day;
- When raw water storage pond is switched, monitor clear well (Cell 1) free chlorine levels for 3 days.
- Monitor data system, SCADA system;
- Bacteria sample once per week minimum;
- Inspect and provide maintenance information or requirements for buildings and equipment;
- Schedule maintenance for buildings or equipment
- One (1) fluoride sample taken per month to be sampled by outside source;
- THM's taken from three (3) separate locations at a rate of four (4) times per year; and
- Grab samples taken from random locations twice per year, summer and winter.

Raw Water Facilities

- Record hour meters;
- Record daily flows;

- o Monitor and inspect raw water reservoirs;
- o Manage reservoirs filling and draining times; monitor aeration and settling.
- o Manage summer algae blooms;
- o Monitor and inspect weir;
- o Monitor and inspect raw water intake and pumping stations;
- o Collect water samples minimum of one (1) time per day; and
- o Maintain aeration buildings and equipment
- o Schedule water intake screen cleaning

Town of Barrhead Position Description

Job Title	Utility Operator - Seasonal
Department	Water Treatment
Location	Water Treatment Plant, 5702-48 Avenue, Barrhead
Position Type	Seasonal
Reporting To	Director of Public Works
Direct Reports	None

Position Summary

The Utility Operator - Seasonal is a Work Integrated Learning Position. This position is responsible for assisting in the daily operation and maintenance of water and wastewater treatment facilities, installation, reading and repair of water meters, and connection and disconnection of water service as directed.

Main Duties and Responsibilities

Responsible for daily operation and maintenance of water and wastewater treatment facilities, installation, reading and repair of water meters, and connection and disconnection of water services as directed. Will be required to complete training to participate in Water Plant Staff On-Call rotation if required.

ADMINISTRATIVE DUTIES:

- Recording and maintaining accurate daily, monthly, and annual operating records, submitting forms as required.
- Testing and submitting water analysis samples and records.
- Interacting and providing public assistance in a pleasant and efficient manner.
- Completing and filing all pertinent forms as required.
- Following safe work practices and procedures in accordance with OH&S Codes and Regulations.
- Reading and following all WHMIS material and data sheets.
- Reading and understanding task related hazard assessments.
- Completing site-specific hazard assessments when required.
- Participating in staff/safety meetings or training.
- Assisting other Town Departments when required.
- Any other duties as required by the Director of Public Works

OPERATIONAL DUTIES:

- Assisting in the operation and maintenance of the following water and wastewater facilities: Raw Water Intake, Pump House and Raw Water Storage Reservoirs, Water Treatment Plant, Pressure Reducing Stations, Treated Water Reservoir and Pump Station, Sewage Lift Stations, Sewage Lagoon and Blower Building in a manner that meets or exceeds requirements set forth in the Town of Barrhead operating license and applicable Provincial Legislation.
- Installing, repairing, and maintaining Town water meters.
- Reading or re-reading water meters as necessary by the Utility Billing Department. Providing any further assistance to ensure accurate, understandable measurement of water sales to Town consumers.

- Turning on or shutting off water service as specified by Town Office staff, including disconnection of service due to unpaid accounts.
- Participating in hydrant flushing.
- Ensuring public safety, personal safety and wearing appropriate clothing, footwear, goggles, and hard hat when required.
- Ensuring a safe work environment.
- Assisting other Town Departments when required.
- Any other duties as requested by the Director of Public Works.

Skills and Attributes

- Ability to work under general supervision & exercise some independence of judgement and action.
- Knowledge in the use of personal computers to be able to operate preventative maintenance software.
- Ability to deal with emergency situations as they arise.
- Flexibility to prioritize work and meet operational needs.
- Ability to manage projects and meet required deadlines.

Education and Experience

- Actively enrolled in the NAIT or equivalent Water and Wastewater Technician Program is an asset.
- WHMIS Certificate (training will be provided during orientation)
- Valid Class 5 Alberta Driver's License.

Town of Barrhead Position Description

Job Title	Utility Operator I
Department	Water Treatment
Location	Water Treatment Plant, 5702-48 Avenue, Barrhead
Position Type	Full Time, Permanent
Reporting To	Director of Public Works
Direct Reports	None

Position Summary

This position is responsible for assisting in the daily operation and maintenance of water and wastewater treatment facilities, installation, reading and repair of water meters, and connection and disconnection of water service as directed.

Main Duties and Responsibilities

Responsible for daily operation and maintenance of water and wastewater treatment facilities, installation, reading and repair of water meters, and connection and disconnection of water service as directed. Will be required to complete training to participate in Water Plant Staff On-Call rotation.

ADMINISTRATIVE DUTIES:

- Operating the above noted facilities in a manner which meets or exceeds requirements set forth in the Town operating license and applicable Provincial Legislation.
- Testing and submitting water analysis samples and records.
- Interacting and providing public assistance in a pleasant and efficient manner.
- Maintaining comprehensive records of equipment repair, maintenance, preventative maintenance, and safety checks for work completed on Town equipment.
- Completing and filing all pertinent forms as required.
- Following safe work practices and procedures in accordance with OH&S Codes and Regulations.
- Reading and following all WHMIS material and data sheets.
- Reading and understanding task related hazard assessments.
- Completing site-specific hazard assessments when required.
- Participating in staff/safety meetings or training.
- Assisting other Town Departments when required.
- Any other duties as required by the Director of Public Works

OPERATIONAL DUTIES:

- Operating and maintaining the following water and wastewater facilities: Raw Water Intake, Pump House and Raw Water Storage Reservoirs, Water Treatment Plant, Pressure Reducing Stations, Treated Water Reservoir and Pump Station, Sewage Lift Stations, Sewage Lagoon and Blower Building.
- Installing, repairing, and maintaining Town water meters.
- Reading or re-reading water meters as necessary by the Utility Billing Department. Providing any further assistance to ensure accurate, understandable measurement of water sales to Town consumers.

- Turning on or shutting off water service as specified by Town Office staff, includes disconnection of service due to unpaid accounts.
- Ensuring personal safety and wearing appropriate clothing, footwear, goggles, and hard hat when required.
- Ensuring a safe work environment.
- Assisting other Town Departments when required.
- Any other duties as requested by the Director of Public Works.

Skills and Attributes

- Ability to work under general supervision & exercise some independence of judgement and action.
- Knowledge in the use of personal computers to be able to operate preventative maintenance software.
- Ability to deal with emergency situations as they arise.
- Flexibility to prioritize work and meet operational needs.
- Ability to manage projects and meet required deadlines.

Education and Experience

- High School Diploma or equivalent.
- Alberta Environment Certification in Water Treatment Level I and Wastewater Treatment Level I or obtains within 1 year.
- WHMIS Certificate (training will be provided during orientation).
- Valid Class 5 Alberta Driver's License.
- Active member of Town Emergency Management Plan.

Town of Barrhead Position Description

Job Title	Utility Operator II
Department	Water Treatment
Location	Water Treatment Plant, 5702-48 Avenue, Barrhead
Position Type	Full Time, Permanent
Reporting To	Director of Public Works
Direct Reports	None
Position Summary	
This position provides a high standard of support in the operation and maintenance of water and wastewater treatment facilities.	
Main Duties and Responsibilities	
<p>Responsible for daily operation and maintenance of water and wastewater treatment facilities, installation, reading and repair of water meters, and connection and disconnection of water service as directed. Required to participate in Water Plant Staff On-Call rotation.</p> <p>ADMINISTRATIVE FUNCTIONS:</p> <ul style="list-style-type: none"> • Operating the above noted facilities in a manner which meets or exceeds requirements set forth in the Town Operating License and applicable Provincial Legislation. • Testing and submitting water analysis samples and records. • Interacting and providing public assistance in a pleasant and efficient manner. • Maintaining comprehensive records of equipment repair, maintenance, preventative maintenance, and safety checks for work completed on Town equipment. • Completing and filing all pertinent forms as required. • Following safe work practices and procedures in accordance with OH&S Codes and Regulations. • Reading and following all WHMIS material and data sheets. • Reading and understanding task related hazard assessments. • Completing site specific hazard assessments when required. • Participating in staff/safety meetings or training. • Ensuring all mandatory training is kept up to date, including accredited courses (CEUs). • Assisting other Town Departments when required. • Any other duties as required by the Director of Public Works. <p>OPERATIONAL FUNCTIONS:</p> <ul style="list-style-type: none"> • Operating and maintaining the following water and wastewater facilities: Raw Water Intake, Pump House and Raw Water Storage Reservoirs, Water Treatment Plant, Pressure Reducing Stations, Treated Water Reservoir and Pump Station, Sewage Lift Stations, Sewage Lagoon and Blower Building. • Ordering and maintaining ample supplies of treatment chemicals, testing materials, and equipment parts necessary to ensure continued operation of the above noted facilities. • Installing, repairing, and maintaining Town water meters. 	

- Reading or re-reading water meters as necessary by the Utility Billing Department. Providing any further assistance needed to ensure accurate, understandable measurement of water sales to Town consumers.
- Turning on or shutting off water service as specified by Town Office staff, including disconnection of service due to unpaid accounts.
- Ensuring personal safety and wearing appropriate clothing, footwear, goggles, and hard hat when required.
- Ensuring a safe work environment.
- Assisting other Town Departments when required.
- Any other duties as required by the Director of Public Works.

Skills and Attributes

- Excellent communication skills (verbal and written) and customer service skills with the ability to work in a team environment.
- Excellent organizational skills and interpersonal skills are required.
- Ability to work under general supervision & exercise some independence of judgement and action.
- Knowledge in the use of personal computers to be able to operate preventative maintenance software.
- Ability to deal with emergency situations as they arise.
- Flexibility to prioritize work and meet operational needs.
- Ability to manage projects and meet required deadlines.

Education and Experience

- High School Diploma or equivalent.
- Alberta Environment Certification to Water Treatment Level II and Wastewater Treatment Level II.
- Experience using SCADA software.
- WHMIS Certificate (training will be provided during orientation)
- Valid Class 5 Alberta Driver's License.
- Fall Protection Comprehensive.
- First Aid, CPR AED.
- H2S Training.
- Confined Space Entry and Monitor.
- Active member of Town Emergency Management Plan.

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: Barrhead Johnson Airport Committee 2026 Budgets

1.0 PURPOSE:

For Council to approve the Barrhead Johnson Airport Committee's proposed 2026 Operating Budget, 2027-2029 Operating Plan, the 2026 proposed Capital Budget and the 10 Year Capital Plan.

2.0 BACKGROUND AND DISCUSSION:

During the November 24, 2025, Barrhead Johnson Airport Committee meeting, the Committee approved the proposed 2026 Operating Budget, the 2027-2029 Operating Plan, the 2026 Capital Budget and the 10 Year Capital Plan.

The Committee passed the following motions:

Moved by Member Evans to recommend the 2026 Operating Budget to respective Councils as circulated.

CARRIED UNANIMOUSLY

Moved by Reeve Munck to recommend the 3 Year Financial Plan to respective Councils as circulated.

CARRIED UNANIMOUSLY

Moved by Councillor Kluin to recommend the 2026 Capital Budget to respective Councils as circulated.

CARRIED UNANIMOUSLY

Moved by Councillor Botros to recommend the 10 Year Capital Plan to respective Councils as circulated.

CARRIED UNANIMOUSLY

3.0 ALTERNATIVES:

- 3.1 Council instructs the Barrhead Johnson Airport Committee to provide further information to the proposed 2026 Operating Budget, 2027 to 2029 Operating Plan, 2026 Capital Budget and 10 Year Capital Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have an impact of \$20,315 to the Town's overall 2026 Operating Budget (a decrease of \$4,560.00 or 22.4% over 2025) and \$0 to the 2026 Capital Budget, as no capital projects are scheduled in 2026.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Limited to the operations of the Barrhead Johnson Airport Committee.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

A viable airport is an important asset to any community.

8.0 ATTACHMENTS:

1. 2026 Barrhead Johnson Airport Operating Budget and 2027 to 2029 Operating Plan.
2. 2026 Barrhead Johnson Airport Capital Budget
3. Barrhead Johnson Airport 10 Year Capital Plan

9.0 ADMINISTRATIVE RECOMMENDATIONS:

- a) That Council approves the Barrhead Johnson Airport Committee's proposed 2026 Operating Budget with a financial contribution of \$20,315.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Johnson Airport Committee.
- b) That Council approves the Barrhead Johnson Airport Committee's proposed 2027-2029 Financial Plan, as presented and recommended by the Barrhead Johnson Airport Committee.
- c) That Council approves the Barrhead Johnson Airport Committee's proposed 2026 Capital Budget with zero capital expenditures as presented and recommended by the Barrhead Johnson Airport Committee.
- d) That Council approves the Barrhead Johnson Airport Committee's 10 Year Capital Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

10.0 PROPOSED MOTIONS:

- a) That Council approves the Barrhead Johnson Airport Committee's proposed 2026 Operating Budget with a financial contribution of \$20,315.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Johnson Airport Committee.
- b) That Council approves the Barrhead Johnson Airport Committee's proposed 2027-2029 Financial Plan, as presented and recommended by the Barrhead Johnson Airport Committee.
- c) That Council approves the Barrhead Johnson Airport Committee's proposed 2026 Capital Budget with zero capital expenditures as presented and recommended by the Barrhead Johnson Airport Committee.
- d) That Council approves the Barrhead Johnson Airport Committee's 10 Year Capital Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

(Original signed by the CAO)
Collin Steffes
CAO

Barrhead Johnson Airport
2026 Operating Budget & 3 Year Financial Plan

Date Approved November 24, 2025

				BUDGET	3 Year Financial Plan			
GL Account *	Description	Sept 30 YTD 2025	2025 PROJECTED	2025 Budget	2026	2027	2028	2029
1-1565-Leases Revenue		1,538	3,075	3,075	3,075	3,075.00	3,075.00	3,075.00
1-1566-Hangar & Tie Down Fees Revenue		8,320	8,320	8,320	8,480	8,640.00	8,800.00	9,120.00
1-1590-Other Revenue	Refundable portion of Fortis contribution as loads connect			-	-	-	-	-
1-1850-Local Government Grants	Contribution from Town	20,608	28,131	24,875	20,315	20,440	24,515	20,485
1-1850-Local Government Grants	Contribution from County	20,608	28,131	24,875	20,315	20,440	24,515	20,485
		51,073	67,656	61,145	52,185	52,595	60,905	53,165
2-2111-Honorariums and Fees	\$300.18 per diem x 0.5 x 4 meetings per year x 2 members	-	-	1,160	1,200	1,200	1,200	1,200
2-2450-Project Labour Expense	Salaries & benefits, including inspections	1,075	2,150	2,150	2,150	2,200	2,250	2,300
2-2210-Mileage Expense		-	-	85	85	85	85	85
2-2213-Memberships and Dues Expense	AAMA Membership	200	200	200	200	200	200	200
2-2216-Postage Expense		256	256					
2-2217-Telephone & Internet Expense	Telephone & AWOS radio license	866	1,300	1,300	1,300	1,300	1,300	1,300
2-2221-Advertising Expense				250	250	250	250	250
2-2259-Contracted Services	Misc.		81	1,500	1,500	1,500	1,500	1,500
2-2259-Contracted Services	Regulatory Review Flight Check (Every 5 Years), next due 2025, 2030	4,500	4,500	4,500				
2-2259-Contracted Services	Annual Crackfilling Program	6,500	6,500	4,000	6,500	6,500	6,500	6,500
2-2259-Contracted Services	Line Painting (Every 3 Years)	7,000	7,000	10,500		-	8,000	
2-2259-Contracted Services	Annual snowplowing	4,032	7,000	7,000	7,000	7,000	7,000	7,000
2-2259-Contracted Services	Brushing & Drainage plus spray around lights	590	800	1,500	1,000	1,000	1,000	1,000
2-2259-Contracted Services	Runway Mowing	745	1,500	1,500	1,500	1,500	1,500	1,500
2-2259-Contracted Services	Beacon Light Repair / Breakaway Runway Light Post Installation		500	1,000		-	-	-
2-2259-Contracted Services	Annual Maintenance of Weather Station		4,000	4,000	4,000	4,000	4,000	4,000
2-2259-Contracted Services	GPS Procedure Maintenance (Annual Contract)	4,119	4,119	4,100	4,200	4,200	4,200	4,200
2-2274-Insurance Expense		2,759	3,300	3,450	3,350	3,460	3,570	3,680
2-2510-Goods - Consumables	Goods - urea for runway, chlorine, lights, transformers, wind socks, pumps, janitor supplies, etc. Airport was inspected and the old beacon lights did not meet safety specs.	15,536	20,000	8,500	13,500	13,500	13,500	13,500
2-2543-Utilities:Gas Expense		1,116	1,650	1,650	1,650	1,700	1,750	1,850
2-2544-Utilities:Power Expense		1,778	2,800	2,800	2,800	3,000	3,100	3,100
Expenditures		51,073	67,656	61,145	52,185	52,595	60,905	53,165

	2025	2025 PROJECTED	2026
FINANCES ACQUIRED			
Local Government Grant (County)	-	-	-
Local Government Grant (Town)	-	-	-
TOTAL Finance Acquired	\$0.00	\$0.00	\$0.00
FINANCE APPLIED			
Land Improvements	-	-	-
Buildings	-	-	-
Equipment	-	-	-
TOTAL Finance Applied	\$0.00	\$0.00	\$0.00

**10 Year Capital Plan
County of Barrhead No. 11
AIRPORT**

Project Name/Description	Year	Original Purchase Price	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035 & Future
			Actual	Actual	Actual	Actual	Budget	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	
AIRPORT LAND IMPROVEMENTS																
AIRPORT RUNWAY																
AIRPORT MICROSEALING														\$350,000		
AIRPORT TAXIWAY																
AIRPORT SITES (upgrades and additions)																
6 New Hangar Sites	2019															
Street Paving	2020															
Power to new sites			\$23,552													
AIRPORT UTILITIES																
AIRPORT FENCING & LANDSCAPING																
AIRPORT EQUIPMENT																
519 2008 GPS Approach Procedure System	2008	13,345.27														
570 2011 Weather Monitoring System	2011	55,000.00														
AIRPORT BUILDINGS																
Terminal Upgrade and Renovations																
Total Planned Capital Expenditures Airport		\$68,345	\$23,552	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000	\$0	\$0

FUNDING SOURCE:

Contribution from Town
Contribution from County
Total Funding

11,776		-														
11,776		-														
\$23,552	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Will look to add paving of hangar street to Plan once the hangar is 2/3 full.

COMMUNITY FUTURES YELLOWHEAD EAST
CFYE Regular Board Meeting Minutes
Thursday October 16th , 2025
Community Futures Yellowhead East

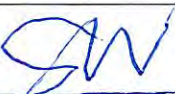
In Attendance : Virtual REGRETS: ABSENT	Daryl, Marvin, Anna, Jim, Serena NICK, LIZ ROBIN DAVE
1) CALL TO ORDER	Meeting called to order: Chair, Nick Gelych called the meeting to order at 1:08 pm
2) CONSENT AGENDA	2.0 Adoption of Consent Agenda <u>Motion # 25 Moved by: Daryl Weber</u> <i>To accept consent agenda as</i> <p style="text-align: right;">CARRIED</p>
3) ADOPTION OF AGENDA	Adoption of Regular Meeting Agenda Additions: <u>Motion# 26 Moved by: Jim Hailes</u> <i>That the agenda be accepted as amended to move item 4.1a to in Camera item 8.2</i> <p style="text-align: right;">CARRIED</p>
4) CHAIR REPORT	4.1 Chair Updates: a) CFNA Board Development & Governance Committee – October 17 Consultation Vote – Governance Modernization – <i>Information shared, discussion occurred.</i> b) CF – BDC Loan Program – https://us02web.zoom.us/rec/share/Kgwz6FxZloBKe7vjbgenwbjtWnhhUKWNm0NQUi85L5KJwBovbZRmQmQobGMLK8kT.sypw-8OFHaz6JoNf <i>Information Shared, Discussion took place</i> c) Fall Symposium – d) CFYE Board Changes – Municipal Board Information Guide e) Other - Motion # 27 Moved by: Liz Krawiec <i>Motion to accept the chair report as information</i> <p style="text-align: right;">CARRIED</p> <i>Board recommended that CFYE Staff submit a press release regarding the volunteer of the year award going to Board Chair Nick Gelych</i>
5) IRC REPORT	5.0 IRC Loan /Client Update: As Presented a) Lawyers Updates – Default Clients <u>Motion # 28 Moved by: Anna Greenwood</u> <i>Motion to accept existing client information update</i> <p style="text-align: right;">CARRIED</p> <i>Executive Director advised she had the authority to look into alternate legal council options</i> 5.1 IRC Loan Approvals – Loan : Whitecourt Steam Truck \$100,00 Term Loan \$50,000 LOC <u>Motion # 29 Moved by: Daryl Weber</u> <i>Motion to accept loans approvals granted by the IRC committee</i> <p style="text-align: right;">CARRIED</p>

	<p>5.2 : In House LOC Approval: Whitecourt Day Care: \$25,000 LOC to assist client interim government monthly daycare program payouts Motion # 30 Moved by: Marvin Schatz <i>Motion to ratify inhouse LOC Approval</i></p> <p>5.3 IRC/Loan Policy & Procedures Approval</p> <p>Motion # 31 Moved by: Serena Lapointe <i>Motion to, approve the IRC Loan Policy and Procedures updates as presented</i></p> <p style="text-align: right;">CARRIED</p> <p>5.4 – CFYE Business Plan Training Loan Program Motion # 32 Moved by: Liz Krawiec Motion to approve the Small Business Plan Training Loan Product for those clients who complete the full business plan training program, meet the standard loan application qualifications, and receive loan approval by the CFYE IRC committee, may be eligible for the Small Business Plan Training loan program, providing funding at the approved rate of prime plus 2%, first 6 months interest only payments, and a 1% loan interest reduction, upon successful completion of the loan terms as set forth by the loan agreement. <i>Special circumstances may apply if prior written arrangements have been made and approved by the Executive Director.</i></p> <p style="text-align: right;">CARRIED</p> <p>5.5 - Disaster/Emergency Business Disruption – Loan Options Create a motion that can be implemented immediately upon a disaster/emergency or sever business disruption for small businesses within the region?</p> <p>Motion # 33 Moved by: Jim Hailes</p> <ul style="list-style-type: none"> • <i>Motion to outhorize CFYE management and or BA the authority the immediately hold loan payments, with interest continuing to be charged but added onto the loan for a period of six months, after which time can be reviewed.</i> <p style="text-align: right;">CARRIED</p> <p>Motion # 34 Moved by: Motion to table until further criteria provided by cfye staff</p> <ul style="list-style-type: none"> • allow quick cash loans in the amount of _____, at an interest rate of for SME's; within the CFYE region, based on the following criteria
<p>6) OLD BUSINESS</p>	<p>6.0 Executive Director – Performance Review - ED to provide to Board Chair, for completion if possible, prior to November Board Meeting</p> <p>6.1 CF FUNDING RENEWAL APPLICATION * New Loan and IRC Policy updates required as soon as possible</p> <p>Motion 35 Moved by Daryl Weber <i>Motion to Accept CF Funding application approval as information</i></p> <p style="text-align: right;">CARRIED</p>
<p>7) NEW BUSINESS</p>	<p>7.1 Revenue Stream Creation Other Office BA Support Request RFD: Presented at Meeting</p> <p>Motion # 36 Moved by: Serena Lapointe <i>Motion to accept RFD as presented</i></p>

	<p style="text-align: right;">CARRIED</p> <p>7.2 Invitations: Alberta Economic Budget Forum & Premiers Dinner, EDA Ministers Dinner - Information provided</p> <p>7.3 – Economic Disaster Recovery Program: Community Economic Resilience – October 29th Edson, AB</p> <p>Motion # 37 Moved by: Jim Hailes <i>Motion to accept 7.2,7.3 items as information</i></p> <p style="text-align: right;">CARRIED</p>
8) IN CAMERA	<p>Motion # 38 Moved by: Anna Greenwood <i>Motion to move into camera at 3:55pm</i></p> <p>Motion # 39 Moved by Serena Lapointe to revert from in camera at 4:15 pm</p> <p>8.1 Staff Added Benefits Requests – Stemming from Operational Planning Meeting RFD: Provided</p> <p>Motion # 40 Moved by Jim Hailes <i>Motion made authorizing the Executive Director the authority to move forward with implementing a four-day work week policy for the CFYE staff, as per direction set forth by the Executive Director and with the understanding that:</i></p> <ul style="list-style-type: none"> <i>The offer will be reviewed annually at minimum to ensure individual performance expectations are being met and that the core objectives of the organization and the needs of the clientele continue to be met.</i> <i>That the remaining hours required as part of the regular salaried 35 -hour work week employment agreement states, will be made up during the four workdays of the week, according to the direction set forth by the Executive Director.</i> <p style="text-align: right;">CARRIED</p> <p>8.2 CFNA Board Governance Modernization Vote</p> <p>Motion # 41 Moved by Daryl Weber <i>Motion made indicating the board voted “yes” in favour of the moving forward with the CFNA governance modernization package as outlined and provided by the CFNA Board Development and Governance Committee.</i></p> <p style="text-align: right;">CARRIED</p>
9) ROUND TABLE:	<ul style="list-style-type: none"> Jim Hailes – Town of Fox Creek – advised that a development agreement had been made to extend Hwy Avenue to include new development Anna Greenwood – Town of Mayerthorpe – advised that an agreement had been made with a developer to purchase commercial property for development as well the same developer purchased another parcel of residential property that a former buyer backed out of.
CORESSPO NDENCE	<p>Attached:</p> <ul style="list-style-type: none"> Prairies Can Policy Updates – Laon Limits, Interest Limits, Interest Transfer Information

	<ul style="list-style-type: none"> • Board Development & Governance Committee Membership Engagement Summary & Recommendations – August 2025 •
NEXT MEETING	November 20, 2025

Nick Gelych, CFYE Board Chair


 Serena Lapointe, Chair

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: December 9, 2025

Re: Bylaw 09-2025, Municipal Public Utilities Bylaw

1.0 **PURPOSE:**

For Council to review and approve Bylaw 09-2025, the Municipal Public Utilities bylaw.

2.0 **BACKGROUND AND DISCUSSION:**

When Council determines the rates for water, sewer and garbage, these are considered self-supporting utilities, where the revenues cover the expenses, and operations are not subsidized by property taxes. Estimated operating budgets for water, sewer, trade waste, landfill and recycling are \$ 3.9 million.

The Barrhead Regional Water Commission 2026 water rate was approved at their meeting on November 24, 2025. The 2026 rate has been set at \$2.73/m3.

The Town operating budget for water has incorporated the rate of \$2.83 per cubic meter for the charge to our ratepayers. This is \$0.10 more than the Barrhead Regional Water Commission is charging the Town for water. The additional revenues resulting from this increase will be transferred into capital reserves.

It is recommended that the base rate of \$60.00 remain unchanged for 2026.

For ease of reference and convenience, Administration utilized the current utility Bylaw 09-2024 as a template for the proposed new Bylaw. Proposed deletions are crossed out and proposed new information is shown in red print.

2.1 Average Bi-Monthly Residential Bill

The proposed total increase to the average bi-monthly billing for water, sewer & garbage rates will result in a combined increase of \$5.41 **(overall 3.3% increase) for the two month period.** The following shows the comparison of the present bi-monthly utility billing (for residence using average of 14 m3 of water) for water, sewer and garbage, along with the new proposed, estimated rates. Additional examples are also attached for Council's review.

Minimum Bi-Monthly Residential Billing Charge	Present Rate \$2.60/m3	Proposed New Rate \$2.83/m3 (est)	Change in Billing \$	Approx% Change
Water Base Charge	60.00	60.00	0.00	
Water Consumption Charge (based on 14 m3)	36.40	39.62	3.22	
Sewer Charge	38.56	39.85	1.29	
Garbage	31.10	32.00	0.90	
Total	166.06	171.47	5.41	3.3%

2.2 Sewer Rates are calculated based on a percentage of the water charges as listed in the Utility Bylaw. Sewer rates increased to 40% of the water charges in 2025. Prior to that, between 2013 and 2024, the sewer rate was 35% of water charges.

2.3 Bulk Water Rate For Account Holders is presently \$ 9.50/m3. Part of the bulk water revenue is transferred to capital for future projects.

A brief survey of surrounding municipalities is attached. This survey indicates that our bulk water rate is comparable to our neighbouring municipalities. Therefore, it is recommended that the **Bulk Water Rate remains at \$9.50/m3 for 2026.**

2.4 Bulk Water Rate for Non-Account Holders

It is recommended that the Bulk Water Rate for Non-Account Holders be maintained at \$12.50/m3, which was the same rate that was charged in 2025. The reason the rate is slightly higher for the non-account holders is to accommodate debit/credit card fees.

2.5 Garbage Rates

The various **Garbage Rates** have been reviewed. These rates were not increased in 2025; however, Administration feels that a slight increase of approximately 3% is necessary in 2026 in order to maintain service levels. This has been incorporated into the Bylaw and the 2026 operating budget.

2.6 Unauthorized Water Usage

Section V.9 has been added to the Bylaw, which prohibits unauthorized water usage through meter tampering or service connections. A corresponding penalty has been added to Schedule A, Violation Penalties.

3.0 ALTERNATIVES:

3.2 Council request additional information from Administration and table Bylaw 09-2025, the Municipal Public Utilities Bylaw, to a future Council meeting.

4.0 FINANCIAL IMPLICATIONS:

Most average utility accounts will see an overall increase of 3.3% to their bi-monthly utility bill.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

With the passing of Bylaw 09-2025, Council is assured that property taxes will not subsidize the Utility Departments operating budgets.

8.0 ATTACHMENTS:

- 8.1 Historical Utility Rates 2022 to 2026
- 8.2 2026 Utility Rate Proposed Increase Examples
- 8.3 Bylaw 09-2025 – Municipal Public Utilities Bylaw.

9.0 ADMINISTRATIVE RECOMMENDATION:

Administration recommends that Council pass all three readings of Bylaw 09-2025.

10.0 PROPOSED MOTION:

- i) That Bylaw 09-2025, the Municipal Public Utilities Bylaw, be given first reading.
- ii) That Bylaw 09-2025, the Municipal Public Utilities Bylaw, be given second reading.
- iii) That Bylaw 09-2025, the Municipal Public Utilities Bylaw, be presented for third reading.
- iv) That Bylaw 09-2025, the Municipal Public Utilities Bylaw, be given third reading.

(original signed by the CAO)
Collin Steffes
CAO

HISTORICAL UTILITY BILLING RATES 2022 TO 2026 PROPOSED

<u>Minimum Bi-Monthly Residential Billing</u>	2022	2023	2024	2025	2026
Base Rate	60.00	60.00	60.00	60.00	60.00
Water Charge for 14 m3	33.18	34.16	34.16	36.40	39.62
Sewer Charge - Residential	32.61	32.96	32.96	38.56	39.85
Garbage Charge - Residential	29.50	30.20	31.10	31.10	32.00
Total	155.29	157.32	158.22	166.06	171.47

<u>Commercial Garbage Charge</u>	2022	2023	2024	2025	2026
Minimum Rate/Hour	133.20	136.00	140.00	140.00	144.20

<u>Sewer Rate</u>	2022	2023	2024	2025	2026
Based on Percentage of Water Charges	35%	35%	35%	40%	40%
					(No change)

<u>Bulk Water Rate</u>	2022	2023	2024	2025	2026
Per m3	9.50	9.50	9.50	9.50	9.50
					(No change)

2026 Proposed Increase of Utility Bills - Bi-Monthly

Type	Rate Water Charges Per Cubic Metre	Consumption Used	2025 Bi-Monthly Total (2.60/m3)	2026 Bi-Monthly Total (2.83/m3)	Bi-Monthly Increase Amt.
Residential Average Bill	Flat Rate		\$ 60.00	\$ 60.00	\$ -
		14 m3	\$ 36.40	\$ 39.62	\$ 3.22
	Total		\$ 96.40	\$ 99.62	\$ 3.22
	Sewer 40% of H ₂ O		\$ 38.56	\$ 39.85	\$ 1.29
	Residential pick-up	Garbage	\$ 31.10	\$ 32.00	\$ 0.90
	Total		\$ 166.06	\$ 171.47	\$ 5.41
Type	Rate Water Charges Per Cubic Metre	Consumption Used	2025 Bi-Monthly Total (2.60/m3)	2026 Bi-Monthly Total (2.83/m3)	Bi-Monthly Increase Amt.
Residential Higher Usage	Flat Rate		\$ 60.00	\$ 60.00	\$ -
		35 m3	\$ 91.00	\$ 99.05	\$ 8.05
	Total		\$ 151.00	\$ 159.05	\$ 8.05
	Sewer 40% of H ₂ O		\$ 60.40	\$ 63.62	\$ 3.22
	Residential pick-up	Garbage	\$ 31.10	\$ 32.00	\$ 0.90
	Total		\$ 242.50	\$ 254.67	\$ 12.17
Type	Rate Water Charges Per Cubic Metre	Consumption Used 8 Cubic Metre	2025 Bi-Monthly Total (2.60/m3)	2026 Bi-Monthly Total (2.83/m3)	Bi-Monthly Increase Amt.
Commercial Light User	Flat Rate		\$ 60.00	\$ 60.00	\$ -
		8 m3	\$ 20.80	\$ 22.64	\$ 1.84
	Total		\$ 80.80	\$ 82.64	\$ 1.84
	Sewer 40% of H ₂ O		\$ 32.32	\$ 33.06	\$ 0.74
	95 Gallon Bin, pickup once/week	Garbage	\$ 49.80	\$ 51.30	\$ 1.50
	Total		\$ 162.92	\$ 167.00	\$ 4.08
Type	Rate Water Charges Per Cubic Metre	Consumption Used 620 Cubic Metre	2025 Bi-Monthly Total (2.60/m3)	2026 Bi-Monthly Total (2.83/m3)	Bi-Monthly Increase Amt.
Commercial Heavy User	Flat Rate		\$ 60.00	\$ 60.00	\$ -
		620 m3	\$ 1,612.00	\$ 1,754.60	\$ 142.60
	Total		\$ 1,672.00	\$ 1,814.60	\$ 142.60
	Sewer 40% of H ₂ O		\$ 668.80	\$ 725.84	\$ 57.04
	Large Bin, pickup every day	Garbage	\$ 945.00	\$ 973.35	\$ 28.35
	Total		\$ 3,285.80	\$ 3,513.79	\$ 227.99

BYLAW ~~09-2024~~ 09-2025
Municipal Public Utilities Bylaw

A BY-LAW OF THE TOWN OF BARRHEAD, A MUNICIPAL CORPORATION IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF UTILITY SERVICES.

WHEREAS, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council may pass Bylaws respecting to services provided by, or on behalf of the municipality; and,

WHEREAS, Council has deemed it necessary and desirable to levy fees for the supply and maintenance of a utility services system which includes water, sanitary sewage, and solid waste collection and disposal.

NOW THEREFORE, duly assembled in a Regular Meeting, the Council of the Town of Barrhead, in the Province of Alberta hereby enacts as follows:

I. DEFINITIONS

- (a) “Automated Waste Collection” shall mean the collection of solid waste by a system of mechanical lifting and tipping of Carts or Bins into a specially designed vehicle.
- (b) “Backflow Preventer” shall mean a device that uses one-way valves that is designed to only allow water to travel in one direction.
- (c) “Bin” shall mean a Town supplied large volume, bulk, solid waste container requiring mechanized collection for apartment, commercial, industrial and institutional use.
- (d) “Bulk Waste Bin” shall mean a bulk solid waste container that was purchased from the Town prior to the year 2018 and used for the waste collection service as provided by the Town.
- (e) “Bulk Water Filling Station” means the Town of Barrhead’s truck fill station located at the Town Public Works lands or as moved from time to time and all parts and use thereof.
- (f) “CAO” shall mean the Chief Administrative Officer of the Town of Barrhead.
- (g) “Cart” shall mean a Town supplied wheeled receptacle that is intended for the automated collection of solid waste for residential dwellings and light commercial use.
- (h) "Consumer" shall mean that person utilizing the utility service whether it be Owner or Tenant.
- (i) “Curb Cock” shall mean a valve that is located on the municipality owned portion of the Water Utility, located between the main line and the property line installed for the purpose of enabling the municipality to turn on or shut off the supply of water to the Property; commonly referred to as CC.
- (j) “Declared Disaster” shall mean any declaration of a state of emergency issued by the Town or any Provincial or Federal Departments or Agency which an event or anticipated event will cause or did lead to the harm to the health, safety or welfare of the people or property within the Town.
- (k) “Hazardous Substance” as per the Environmental Protection and Enhancement Act of Alberta (EPEA), "hazardous substance" means a substance or mixture of substances, other than a pesticide, that exhibits characteristics of flammability, corrosivity, reactivity or toxicity, including, without limitation, any substance that is designated as a hazardous substance within the meaning of the regulations.
- (l) “Significant Local Event” shall mean an unintended or unexpected event, which could cause or did lead to the harm to the health, safety or welfare of the people or property within the Town.
- (m) “Landowner” shall mean the person, company or entity registered on the property title as per Alberta Land Titles

- (n) "Owner" shall mean the person, company or entity registered on the property title as per Alberta Land Titles, or the Owner of the utility service itself unless specified otherwise.
- (o) "Tenant" shall mean that person who rents or leases property and occupies same.
- (p) "Town" shall mean the Town of Barrhead or its duly authorized representatives.
- (q) "Wastewater Interceptor" is a device installed within pipework to collect and hold contaminants, allowing the remaining wastewater to be discharged safely into the main sewer system.

II. Water Supply and Maintenance Service

1. Service Charge and Metered:

- (a) The flat fee for water services will be \$30.00 per month. This fee shall be pro-rated based on date of service connection/disconnection and/or the supply of water services.
- (b) The Water Consumption Rate shall be ~~\$2.60~~ **\$2.83** per cubic meter for all water volumes recorded through the water meter or on an estimated consumption if the Town is unable to obtain a meter reading.
- (c) Where the meter installed is imperial rather than metric all rates shall be as per the metric conversion. (imperial gallons - cubic meter).

2. Unmetered Service:

Where the Town is unable to obtain a meter reading, or where a meter fails to properly register the volume of water consumed within a Property, the amount of water consumed during the time period in which the Town has been unable to obtain a meter reading may be estimated by the Town based on the average daily consumption of the property for a period of two (2) months, if known. In the event that such information is not available, the consumption will be estimated on the basis of the average daily consumption over a two (2) month period, for a comparable property within the Town.

- | | |
|---|------------------------|
| (a) Bulk sales to Account Holders | \$9.50/m ³ |
| (b) Bulk sales to Credit/Debit Payments | \$12.50/m ³ |

3. Construction Water

During the construction phase of a building, where water is being supplied, whether through a metered or unmetered service, the Owner or Developer will pay the minimum monthly charge for water and sewer only, commencing when the water service has been connected and is in use.

4. Water Meter - Installation/Repairs/Access:

- (a) Every water service connected to the Town water system shall be equipped with a meter, to indicate the water consumption of that water service, and an approved shut off valve, and all Consumers shall pay for their water consumption and all other charges on the basis of and in accordance with the tariff on rates as authorized from time to time by Council.
- (b) All meters shall be supplied, owned, installed and maintained by the Town, unless written approval to the contrary is first obtained from the Town. Water meters will be installed upon request, with the Owner or Developer providing a minimum of two working days notice of the requested installation date. There shall be a \$50.00 labour charge for the installation of a water meter. Should the property Owner request installation service outside normal working hours, the labour charge shall be \$130.00.
- (c) Where a non-residential building or a residential building which has numerous occupants, is monitored by more than a single water meter, and is connected by a single water line with only one curb cock (c.c.) to the Town water system, the Owner of said property is hereby made

responsible to the Town for the utility charges emanating from that structure as monitored and calculated by the Town.

- (d) The size of each meter to be installed and the dimension for all meter connections shall be determined by the Town. Information as to sizes and dimensions shall be obtained from the Town Office. The size of meter required will be determined when a development permit application is submitted.
- (e) The Owner of any building in which a water meter service is, or is to be installed, shall make proper provision for a meter to be installed (horizontal). Any alterations necessary, determined by the Town, shall be made by the Owner at his/her own expense.
- (f) Meter and shut off valves must be installed in an area readily accessible for meter reading, inspection, repair and removal, and their location shall be subject to the approval of the Town. All meters shall be located on the Consumer's side of the approved shut off valve.
- (g) All new residential or non-residential properties must have the curb cock (C.C.) at ground surface level when it is requested that the water service is to be turned on.
- (h) No person shall do, or shall cause to be done, or shall permit to be done, any act or thing which may obstruct, interfere with or impede a direct and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement, reading or the like at all times.
- (i) All Consumers shall give free access to all or parts of the building or property in which water is delivered or consumed, to the Town or its employees to install, inspect, repair and read, the meter or anything of a similar nature.
- (j) In the event a water meter cannot be read remotely, the CAO or their delegate will be required to gain access to the premises for the purpose of reading the meter. In the event that a person refuses to provide access to the property in order to obtain a meter reading, as requested by the Town, for a period in excess of two (2) months, the supply of water to that meter may be shut off until access is gained to obtain the water meter reading. Twenty-four (24) hours written notice will be provided to the Consumer or the Owner prior to shut off.
- (k) In the event a water meter must be repaired or replaced, the CAO or their delegate will be required to gain access to the premises for the purpose of repairing or replacing the meter. The cost of the repair/replacement may be the responsibility of the Property Owner. In the event that a person refuses to provide access to the property in order to repair or replace a meter, as requested by the Town, for a period in excess of two (2) months, the supply of water to that meter may be shut off until access is gained to repair or replace the meter. Twenty-four (24) hours written notice will be provided to the Consumer or the Owner prior to shut off.
- (l) No branch line or fire line shall be taken off the service pipe prior to the meter without the written consent of the CAO or designate and upon the approval of same, the Town shall apply a wire and seal to ensure that no bypassing occurs.
- (m) The Owner shall provide adequate protection for the meter against frost, heat or any other internal or external damage. The Owner is responsible to provide adequate protection against internal or external damage to any remote reading device that is still in active use. The Town may assess costs against the Owner for repair or replacement of a damaged meter.
- (n) Where a chamber is required to meter a building or property, it shall be constructed and maintained by the Owner, as per specifications provided by the Town. Any Owner requesting to construct a chamber must receive the prior approval of the CAO or designate.
- (o) Where it is advantageous to construct large volume meter settings in the form of a battery of smaller size meters rather than in the form of one large meter, the Town may order this type of installation and the Owner shall install the piping accordingly.

- (p) It shall be normal for one meter only to be installed on the one only service pipe to the one only building on the lot free of cost, with the exception of the installation charge (II.4.b) which will be paid by the Owner. Any variation from the foregoing shall be approved by the CAO or designate and the whole or part of the cost of such variation may be charged to the Owner.
- (q) If a Consumer or Owner requests a water leak report or a data log report there will be a \$50.00 charge and copy of the report will be provided.
- (r) If a Consumer or Owner is doubtful regarding the accuracy of any 5/8" meter, the Town may remove and have the meter sent for testing. The Consumer shall be liable for all costs incurred by the Town to complete the testing. A deposit of \$300.00 shall be required before the meter is removed from the property. Once all expenses for the testing are reconciled, the Consumer or Owner may be required to submit an additional payment if the expenses are greater than the \$300.00 deposit, or they may be eligible for a refund if the expenses are less than the \$300.00 deposit. If it is determined that the meter is inaccurately providing high readings, the deposit shall be refunded to the Consumer. A copy of the testing report will be provided to the person making the request.
- (s) If a Consumer or Owner is doubtful regarding the accuracy of any meter larger than 5/8", the Town may remove and have the meter sent away for testing. The cost for testing on any meter larger than 5/8" will be determined after receiving a quote for this service from a separate entity. The Consumer shall be liable for the cost of this service. If it is determined that the meter is inaccurately providing high readings, the full charge of the testing will be refunded back to the Consumer. A copy of the testing report will be provided to the person making the request.

5. Liability of the Town:

The Town shall not be liable for any loss, injury, damage, expense, charge, cost or liability of any kind, whether direct, indirect, special or of a consequential nature (except only as specifically provided for in this section) arising out of or in any way connected with any failure, defect, fluctuation, reduction or interruptions in the provision of utility services by the Town to the Owner, howsoever caused, including that which is caused by or related to:

- (a) The break, blockage, stoppage or failure of any portion of the utility services within the Town;
- (b) The interference with or cessation of the utility services in connection with repair or proper maintenance of the water utility, sewer utility or both;
- (c) Directly or indirectly as a result of the Town approving any service connection;
- (d) Any change in the water pressure of the water utility, nor for the shutting off of water nor by reason of water containing sediments, deposits or other foreign materials; or
- (e) Any accident or incident due to the operation of the Water Utility or Sewer Utility, unless such costs of damages have been shown to be directly due to an act of bad faith, gross negligence or willful misconduct of the Town or its employees, agents or other authorized representative.
- (f) The Town shall not be liable for loss of business arising from the discontinuation of water service, whether the shut off was due to an emergency or non-emergency reason.

6. Water Ration:

Where the Town may have breakage, leakage, or other shortage of supply, the CAO in consultation with the Mayor may require that Consumers do not water gardens, lawns, or prohibit other outside use as is deemed proper and expedient at the time.

Any person who has received written or verbal notice of the water rationing and commits a breach of same is liable to a penalty in lieu of prosecution as outlined in Schedule A.

If said penalty is paid within seven (7) days of receipt of notice, payment shall be accepted in lieu of prosecution.

The Town shall not be liable for loss of business arising from the rationing of water, whether due to an emergency or non-emergency reason.

7. Water Valves, Hydrants:

No Contractor/Owner shall turn the water service on unless for testing purposes, and in such a case the CAO and/or designate shall be advised in advance of the intention to ensure the water service is turned off.

No person, corporation, Consumer shall, other than authorized by the CAO and/or designate, in advance, touch, turn or disturb any fire hydrant, curb stop, water valve or anything associated with the water supply system.

Approval for all connections to the Town water system not specified in this Bylaw shall require the prior approval of the Town.

8. Bulk Water:

All new or renewed accounts for use of the Bulk Water Filling Station shall be subject to a refundable Bulk Water Account Deposit. Deposits for Commercial Accounts shall be \$200.00 and deposits for Residential Accounts shall be \$50.00. There will also be a \$25.00 plus GST non-refundable set up and administration fee for all new accounts.

Applications for a Bulk Water account must be made in the Business name AND the Business owner's name.

Bulk Water Accounts shall be subject to review and renewal every 12 month period.

Any un-paid account which remains in arrears for a period of more than 45 days shall be subject to termination and any subsequent reactivation after payment of overdue funds will be subject to a \$100.00 non-refundable re-activation fee for overdue account holders.

Fittings used to attach hoses to the bulk water station MUST be clean and clear of any grease or debris to eliminate any potential contamination of the water for the next user. Should it be discovered that a dirty fitting was used, the account will be suspended.

9. Backflow Prevention:

- (a) Where, in the opinion of the Town, the configuration of any water connection creates a high risk for contamination to the water system, the Owner, upon being given notice by the Town, shall install on their water service an approved backflow preventer at the Owner's sole cost.
- (b) No property owner shall connect, cause to be connected, or allow to remain connected to the water system any piping, fixture, fittings, containers or appliances, in a manner which under any circumstances may allow contaminated or polluted water, wastewater or any other liquid, chemical or substance to enter the domestic water supply.
- (c) All backflow preventers shall be inspected and tested at the expense of the Owner, upon installation, and thereafter annually, or more often if required by the Town, by personnel approved by the Town to carry out such tests to demonstrate that the device is in good working condition. The Owner shall submit a report for all tests performed on the backflow preventer within thirty (30) days of a test and a record card issued by the Town shall be displayed on or adjacent to the backflow preventer.
- (d) If the results from a test referred to in Section 9(c) indicate that a backflow preventer is not in good working condition, the Owner shall have 96 hours to repair or replace it, along with testing it to ensure it is working properly. If the Owner fails to comply with this, the Town may shut off the water service.
- (e) If an Owner fails to have a backflow preventer tested as per Section 9(c) or 9(d), the Town may cause the water service to be terminated until the backflow preventer has been tested and approved.

- (f) No person other than those qualified may conduct the tests on backflow preventers.
- (g) Property Owners must notify the Town immediately if they suspect contamination of the Town’s water supply. Penalties as outlined in Schedule A will be enforced.

III. Sanitary Sewage Service

- 1. No person, firm, institution or corporation shall damage, break or remove any portion of the sewer system or its appurtenances or throw or deposit or cause to be thrown or deposited in any sewer opening or receptacle connected with the sewer system, any garbage, offal, dead animal, vegetable parings, ashes, cinders, rags, or any other matter of thing except feces, urine, the necessary water closet paper and liquid house slops, organic garbage, pulverized by a commercial garbage disposal unit.
- 2. No person, firm, institution or corporation, with intent, knowledge or by negligent action, shall place or cause to be placed or facilitate the release of or cause the release of any substance deemed toxic or any hazardous substance, into any receptacle connected with the sewer system or where there is a reasonable chance that such a release will enter the sewer system.
- 3. The Town, at its discretion and at the Property Owner’s expense, may require the Owner of an industrial, commercial, institutional or retail premises to install, operate, monitor and properly maintain at all times a Wastewater Interceptor for the removal of grease, oil, solids, dental amalgam or other harmful substances from the Wastewater system.
 - a. Interceptors shall be installed in compliance with the most current requirements of the Building Code and the Canadian Standards Association and shall not be modified or tampered with in any manner which will affect the intended use and performance.
 - b. No person shall discharge emulsifiers, enzymes, bacteria, solvents, hot water or any other agent to facilitate the passage of any harmful substance that may have an adverse effect on the wastewater system.
 - c. The owner of a property with an interceptor must keep the documents of proof of interceptor clean-out for a two-year period.
 - d. Should it be discovered through wastewater testing that any contamination of the wastewater system occurred due to owner neglect or failure to comply strictly with the provisions of this bylaw, the Owner shall, in addition to any penalty as stated in Schedule A, be liable for and on demand shall pay to the Town all costs of monitoring, sampling, testing and removing any contamination.
 - e. Property Owners must notify the Town immediately if they suspect contamination of the Town’s Wastewater System. Penalties as outlined in Schedule A will be enforced.
- 4. The Town of Barrhead does hereby levy a monthly sewer service charge on all persons, firms or corporations being the Consumer or purchaser entitled to possession of property serviced directly or indirectly by a connection to the sewer system of the Town of Barrhead.
- 5. The sanitary sewer charge will be 40% of the cost of water usage, including the flat monthly fee plus the consumption charge.

IV. Solid Waste Collection and Disposal Service

- 1. That the Commercial/Industrial/Institutional rate for solid waste collection shall be at ~~\$140.00~~ **\$144.20** per hour with a minimum of ~~\$70.00~~ **\$72.10** per business per month. The rate will be pro-rated to the nearest quarter hour, based on the actual recorded time for collection and disposal.
- 2. That the rate for Residential solid waste collection shall be as per the following schedule:

Single family residence (65 Gallon Cart)	\$15.55 \$16.00/month
Single family residence (95 Gallon Cart)	\$24.90 \$25.65/month

- Duplex ~~\$15.55~~ **\$16.00**/month/suite
- Any residential building with three or more suites ~~\$10.95~~ **\$11.25**/month/suite
- Mobile Home Park:
- (a) where no bins are provided and stops are required for each or every second mobile unit ~~\$15.55~~ **\$16.00**/month/unit
 - (b) where self-unloading bins are provided ~~\$10.95~~ **\$11.25**/month/unit
 3. Commercial Light (65 or 95 Gallon Cart) - where the collection is once a week ~~\$24.90~~ **\$25.65**/month
 4. Commercial Light (65 or 95 Gallon Cart) - where the collection is between two and five times a week ~~\$24.90~~ **\$25.65**/month plus ~~\$10.95~~ **\$11.25**/month for each extra pickup day
 5. Any building or business that does not fall into any of the classifications mentioned (No garbage cart or bin provided) ~~\$10.95~~ **\$11.25**/month
 6. Solid waste collection and disposal is also subject to the provisions of Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw.
 7. Solid waste collection Bins or Carts are supplied by the Town to each property. The Landowner is responsible to ensure that the Bins or Carts remain in a reasonable state of repair and are operational and safe for use with the Automated Waste Collection system, as determined by the individual entrusted with the work of collection or removal of waste on behalf of the Town.
 - (a) Pursuant to Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, commercial garbage bins must be in an approved location and provide free and clear access for waste removal.
 - (b) All residential property Landowners with a single-family dwelling on the land will be supplied one (1) 65 Gallon Cart for the Automated Waste Collection. A written request for a change in size of Cart will be reviewed, with approval subject to the discretion of the CAO or their designate.
 - (c) All residential property Landowners with a duplex on the land will be supplied with two (2) Carts for the automated waste collection. Residential property Landowners with three (3) or more suites/apartments will be contacted by the Town to ascertain whether Bins or Carts should be supplied, which will be determined by the Town, based on location of Bin or Cart and volumes to be collected.
 - (d) Solid waste for commercial, industrial, institutional collection will be placed in the Town supplied Bin(s) with the Landowner contacted by the Town to ascertain whether Bins or Carts should be supplied, which will be determined by the Town, based on location of Bin or Cart and volumes to be collected.
 - (e) The Town supplied Carts and Bins are assigned a serial number unique to each property and stay with that property.
 8. No garbage bag shall, when presented for collection, weigh more than 25 kg or 55 lbs. or within a reasonable limit thereof to be determined by that individual who is entrusted with the work of collection or removal of waste on behalf of the Town of Barrhead.
 9. All waste must be presented for collection or removal in the Town supplied Cart or Bin, in non-returnable bags, and must be of a size and consistency of no greater capacity than 1.3 cubic yards (1 cubic meter) and not more than 76 cm (30 inches) in height and not more than 63 cm (25 inches) in width.
 - (a) Where more than three individually tied grocery bags are used for garbage collection or removal they must be placed in non-returnable bags subject to specifications noted in this bylaw.

- (b) Animal waste, feces or any other material which is emitted or is caused by the natural functioning of an animal, shall be placed in a separate garbage bag, double bagged and securely tied.
 - (c) All clippings from trees, shrubs or other branch bearing flora shall be tied securely in bundles adhering to the aforementioned weight limitations for garbage bags and shall be presented as such. Nor shall these bundles exceed a length of approximately 0.91 meters (3 feet) and shall be judged by those entrusted with the collection and removal of waste on behalf of the Town of Barrhead.
 - (d) Solid waste presented for collection in the Town supplied Cart must fit within the Cart, with lid closed completely, be placed on the front street, with arrows on the lid pointed to the street, wheels against the curb, with at least one (1) meter clearance around all sides of the Cart. Dependent on locations and varying circumstances the Town may designate an alternate area for collection. Any bags or waste outside of the Cart will not be collected.
 - (e) All Carts must be removed from the street by 11:00 p.m. on collection day and stored on the Landowners property.
 - (f) Solid waste presented for collection in the Town supplied Bin, must have the lid closed completely. Any bags or waste outside any Bins will not be collected.
10. No person other than the Tenant, Owner, Town representative or garbage collection contractor shall interfere with, disturb the contents of, removal of or addition of materials, to any collection container at any eligible premises with the Town limits.
11. The Town shall supply the 1st Cart(s) or Bin(s) to each property. Any replacement of a Cart or Bin, due to loss or significant damage, with the exception of normal wear and tear as determined by the Town, shall be the responsibility of the Landowner at a cost of plus applicable taxes:
- a. 65 gallon Cart - \$ 100.00
 - b. 95 gallon Cart - \$ 125.00
 - c. 2 yard Bin - \$ 950.00
 - d. 4 yard Bin - \$1,250.00
 - e. 6 yard Bin - \$1,500.00
 - f. 8 yard Bin - \$1,850.00

V. UTILITY ACCOUNT PROVISIONS

1. **Utility Account Deposits** shall be required for any utility accounts set up in the Tenant's name and prior to April 30, 2018 where all new utility accounts are required to be set up in the Landowner's name. Utility Account Deposits shall be charged according to the classification of the Consumer account, as listed:
- | | |
|--|------------|
| (a) Residential Single Family Dwelling | \$200.00 |
| Duplex/Triplex | \$300.00 |
| Commercial | \$250.00 |
| Commercial – High Volume – 1” or more meter size | \$600.00 |
| Restaurant | \$350.00 |
| Apartments 4 suites to 11 suites | \$400.00 |
| Apartments 12 suites and more | \$800.00 |
| Carwash | \$800.00 |
| Hotel/Motel | \$1,000.00 |
- (b) After April 30, 2018 all new utility accounts shall be set up in the legal name of the Owner(s) registered on the property title as per Alberta Land Titles. Tenants shall not be permitted to set up utility accounts solely in their own name.

- (c) Utility Services will not be established for an Owner who has an overdue or outstanding account of any nature with the Town until the account is paid in full.
- (d) After April 30, 2018 in all cases the Owner shall be liable for the cost of Utility Services supplied to a property, regardless of whether the Property is occupied by the Owner or a Tenant, and all invoices issued by the Town shall be sent to the Owner.
- (e) Utility Account Deposits currently on file, of Owner named accounts, will be refunded as a credit applied to their utility account.
- (f) Utility Account Deposits on existing tenant accounts will be refunded on their final bill when the utility account has been discontinued or closed for any reason.
- (g) All current residential, commercial or industrial utility accounts in the name of the Tenant shall be transitioned to the Owner after April 30, 2018. However, to allow for this transition, a Tenant whose account is in good standing may continue to receive utility services until such time as the Tenant closes the account, or the Tenant fails to maintain good standing on the account (account is in arrears for more than 30 days), or the utility services are discontinued for any reason.
- (h) Should services for utility accounts in the Tenants name result in a utility service disconnection, there will be a 48 hr waiting period from the time of disconnection, for the tenant to clear the outstanding balance to resume their services. Once the 48 hr waiting period has passed, and if any outstanding balance is still owing, the Tenant utility account will be closed. The owner will then be contacted to get approval to resume services, and the utility account will then be set up in Landowners name.

2. Maintenance of the Utility System

- (a) The Town, pursuant to the provisions of the Municipal Government Act, has the right to enter onto land to construct, maintain, repair and/or restore utility services. Further, the costs of doing such work will be at the property Owners expense, and will be a condition of supplying service.
- (b) Where the Town decides to exercise its rights under V.2 (a), Council hereby authorizes Administration to prepare and enter into agreement for payment of costs. Such agreements shall:
 - i. provide for the principal and interest to be added to the tax roll.
 - ii. that the Municipality will forego tax recovery proceedings and penalties on the outstanding amount, providing that the Owner complies with the payment schedule.
- (c)
 - i. The service connection includes parts or works such as pipes, wires, couplings, curb cocks, meters and other apparatus that connect to the water main or sanitary sewer main.
 - ii. Service connections located within the property boundaries of a property are owned by the Owner and the Owner shall be responsible for the construction, maintenance and repair of that portion of the service connection.
 - iii. The Town shall, at all times, remain the Owner of that portion of the service connection between the Town's water main or sanitary sewer main, and the Owner's property line, or the valve or connection point near the property line, whichever is applicable, notwithstanding that the Town's portion of the service connection may have been constructed by, or its construction funded by, some person other than the Town.
 - iv. Owners of property are responsible for the construction, installation and repairs of the service connection on their property to the valve or connection point, within or closest to their property line.
 - v. As a condition of receiving utility service from the Town, the Owner shall maintain, in a state of good repair, free from leakage, infiltration and/or other forms of loss, with sufficient protection from freezing, all parts of the service connection to the satisfaction of the Town, through which

wastewater is conveyed from outlets or fixtures located on or within the property to the sanitary sewer main or which the supply of water is conveyed from the Town's water system to water supply outlets or fixtures located on or within the property, as the case may be. Owners are required to adequately maintain their sanitary sewer service connections, to keep the sanitary sewer service connections clear from tree roots, grease, oil, mud, rags and other debris that may cause blockages or plugs in the line connected to the Town's sanitary sewer main.

3. Utility Service accounts rendered shall be due and payable on or before the last day of the month following the month in which the invoice was issued.
4. Accounts unpaid after the last day of the following month in which account is rendered shall be subject to a 2.5% penalty.
5. Owners will be notified if their account is in arrears and if these arrears are not paid by the specified time, the Utility services may be discontinued.
6. If the utility account remains unpaid, after the services have been discontinued, by the following billing cycle, the property owner has 60 days until the amount owing is transferred as an amount added to their property tax roll, whereby it will be deemed taxes and collected as such in accordance with the Municipal Government Act.
7. Where the Consumer desires to have their water turned off for a period of time, a charge of \$30.00 shall be paid to the Town at the time of the request and a further charge of \$30.00 shall be paid when requesting reconnection. This will not apply where water is to be turned off for 6 months or longer.
 - (a) Should the Consumers desired time for water turn off or reconnection be outside the Town's regular working hours, there will be a charge of \$100.00 for each water turn off or reconnection.
8. Enforcement and Collection:
 - (a) In case of default in payment of the rates and penalties herein provided, the Town may enforce such payment by any and all legal means including turning off the utility service being supplied to the Consumer and/or discontinuing the service thereof.
 - (b) If utility service is discontinued due to default in payment, it is prohibited for the Consumer to connect to a neighbouring property to access water.
 - (c) Should the utility being supplied and/or the service be discontinued a reconnection fee of \$60.00 will be paid by the Consumer along with all outstanding charges and penalties. The reconnection will take place during regular working hours.
 - (d) When the Consumer is the Owner of the building or lands, the sum payable for the public utility service including all rates, costs, and charges imposed are a preferential lien and charge on the building or lands and may be levied and collected in like manner as municipal rates and taxes are recoverable.
 - (e) As per the Municipal Government Act 42(1), the charges for a municipal service provided to a parcel of land are an amount owing to the municipality by the owner of the land.
 - (f) When the Consumer to whom the public utility service has been supplied is a person other than the Owner, the sum payable by the Consumer is a debt owed by them and is a preferential lien and charge on their personal property and may be levied and collected with costs by distress.
 - (g) Utility services will not be established by the Town for a Consumer or Owner who has an overdue or outstanding account of any nature with the Town, until such time as the account is paid in full or payment arrangements have been established and maintained as agreed to. Should the payment schedule not be adhered to, the Town maintains the right to discontinue the utility services.
9. Unauthorized Water Usage
 - (a) **The Town may, upon finding an unauthorized use of water, including tampering with a Water Meter, Service Connection or any part of the same, take corrective measures to repair or remedy the unauthorized use.**

(b) Any person found to be in contravention of this bylaw, with respect to unauthorized water usage, shall be liable for all charges for water consumption in accordance with the rates established by this bylaw, together with any additional costs arising from corrective measures or required repairs.

10. Any person who contravenes any provision of this Bylaw is guilty of an offense, and liable upon summary conviction to imprisonment for a term of not more than three (3) months or to a fine as specified in Schedule A, or to both fine and imprisonment. Any fines shall be added to the person's Utility Account.
11. Utility and Bulk Water Account Deposits shall be applied to the final bill when the Consumer requests the discontinuation of Utility Service. Any credit balance left remaining on the account shall be refunded to the Consumer.
12. The Town shall not be liable for loss of business arising from the discontinuing water service, whether the shut off was due to an emergency or non-emergency reason.

VI. EMERGENCY MANAGEMENT PROVISIONS

1. In the event where there has been a Declared Disaster or a Significant Local Event that impacts the Town of Barrhead as a whole, the CAO or designate will have the authority to make changes to the entire billing cycle, effecting all account holders to implement any or all of the following:
 - a. Extend the billing due date of the affected billing cycle
 - b. Waive or adjust penalties on any billing arrears during the event
 - c. Create a deferral payment program for account holders
 - d. Change disconnection procedures for all dates and accounts in arrears
 - e. Advise Council of all changes implemented by the CAO or designate

VII. APPEAL

1. A person who uses, receives or pays for a municipal utility service may appeal a service charge or rate made in respect of it to the Alberta Utilities Commission, but may not challenge the public utility rate structure itself.
2. If the Alberta Utilities Commission is satisfied that the person's service charge or rate
 - a. does not conform to the public utility rate structure established by the municipality,
 - b. has been improperly imposed, or
 - c. is discriminatory,the Commission may order the charge or rate to be wholly or partly varied, adjusted or disallowed.

VIII. GENERAL PROVISIONS

1. These rates shall be effective January 1, ~~2025~~ **2026** and shall continue in force from year to year until altered by Resolution of Council.
2. Council may from time to time, adopt schedules regarding any aspect of utility service by resolution. Those schedules once adopted shall be attached to, and form part of this Bylaw.
3. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein, and it is further the intention of Council that if any provisions of this Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
4. Bylaw ~~08-2023~~ **09-2024** is hereby rescinded.

Read a first time this ____ day of _____, A.D., 2025.

Mayor, Ty Assaf

CAO, Collin Steffes

Read a second time this ____ day of _____, A.D., 2025.

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes

Read a third time this ____ day of _____, A.D., 2025 and
passed.

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes

SCHEDULE A

VIOLATION PENALTIES

Water System Offences:

Item Description	Relevant Section of Bylaw	Penalty Amount
Water Ration Not Adhered to	II-6	\$100.00 First Offence
		\$200.00 Second Offence
		\$400.00 Subsequent Offences
Connection to Neighbouring Property to Access Water	V-8	\$250.00 First Offence \$500.00 Subsequent Offences
Unauthorized Use of Water	V-9	\$250.00 First Offence \$500.00 Subsequent Offences
Failure to Install an Approved Backflow Preventer	II-9	\$500.00 First Offence
		\$2,000.00 Subsequent Offences
Contamination of the Water Supply System	II-9	\$10,000.00

Wastewater System Offences:

Item Description	Relevant Section of Bylaw	Penalty Amount
Failure to Install an Approved Wastewater Interceptor	III-3	\$500.00 First Offence
		\$2,000.00 Second Offence
Discharge of Prohibited Substance into Wastewater System	III-3	\$5,000.00
Usage of emulsifiers, enzymes, bacteria, solvents, hot water or any other agent to facilitate the passage of any harmful substance into the Town wastewater system.	III-3	\$500.00 First Offence \$2,000 Subsequent Offences

Other Offences

Item Description	Relevant Section of Bylaw	Penalty Amount
Any Offence as Outlined in This Bylaw Other Than Any Item Specified Above		At the Discretion of CAO, Not To Exceed \$1,000.00

Above fines shall be added to the Owners' Utility Account and collected in accordance with Section V-6 of this Bylaw.