



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, AUGUST 13, 2019 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – July 9, 2019
4. Public Hearings
 - (a) There is no Public Hearing
5. Delegations
 - (a) There are no Delegations
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Sale of Surplus Vehicle
 - (b) Appointment to Intermunicipal Collaboration Framework Project
 - (c) Provincial Solar Program Funding Agreement
 - (d) Appointment to Subdivision Appeal Board
 - (e) Bank Statement for the month ended May 31, 2019

8. Reports - The Council Reports

(a) Council Reports as of August 13, 2019

- Barrhead Agriculture Society
- Barrhead & District Social Housing Association
- Twinning Committee

(b) CAO's Report

9. Minutes

(a) Barrhead & District Social Housing Association – June 25, 2019

10. Bylaws

(a) There are no Bylaws

11. Correspondence

(a) Correspondence Items

12. For the Good of Council

13. Tabled Items

14. In-Camera

(a) Legal

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JULY 9, 2019,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, S. Oswald, L. Penny and D. Smith

Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services

Others: Kevin Berger, Barrhead Leader

ABSENT Kathy Vickery, Director of Corporate Services

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

AGENDA The agenda was reviewed.

223-19 Moved by Cr. Oswald that the agenda be accepted with the following additions:

- 6(a) Traffic Lights
- 7(b) BARCC (Barrhead & Area Regional Crime Coalition)
- 14(a) In-Camera – Land Update FOIP Act Section 24
- 14(b) In-Camera – Legal Update FOIP Act Section 16

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of June 25, 2019, were reviewed.

224-19 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of June 25, 2019 be accepted with the following change:

- Amend Cr. Penny's comment in the 2019 Alberta Coordinated Action for Recycling Enterprises Conference, "...that she is considering attending the Conference".

CARRIED UNANIMOUSLY

TRAFFIC LIGHTS

Mayor McKenzie advised Council that he has been approached by the Chamber of Commerce and Mainstreet Merchants to donate the old traffic lights for a fundraising event.

Council also discussed the visibility of the new 4-Way Stop signs with a suggestion of remarking the parking stalls closest to the stop signs, further back for visibility.

225-19 Moved by Cr. Assaf that Council donate the old traffic lights to the Chamber of Commerce and Mainstreet Merchants for a fundraising event.

CARRIED UNANIMOUSLY

BARCC

Mayor McKenzie advised Council that at the past Barrhead & Area Regional Crime Coalition (BARCC) meeting, they discussed hosting a Crime Prevention Trade Fair. The Barrhead & Area Regional Crime Coalition would like to put together a working Committee to help organize the Trade Show and requested Council's authority to allow Administration to be a part of the Trade Show working Committee.

226-19 Moved by Cr. Klumph that Council approve the request of the Barrhead & Area Regional Crime Coalition to allow Administration to be a part of the Crime Prevention Trade Show working Committee.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of July 9, 2019, were reviewed:

- Agricultural Society
- Barrhead & District Twinning Committee
- CAO's Report

227-19

Moved by Cr. Oswald that the following Reports to Council as of July 9, 2019, be accepted as information:

- Agricultural Society
- Barrhead & District Twinning Committee

CARRIED UNANIMOUSLY

228-19

Moved by Cr. Kluin that the CAO's Report be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead Agricultural Society – June 25, 2019
- Barrhead & District Social Housing Association – May 28, 2019
- Barrhead & District Twinning Committee – July 3, 2019

229-19

Moved by Cr. Oswald that the following Minutes to Council be accepted as information.

- Barrhead Agricultural Society – June 25, 2019
- Barrhead & District Social Housing Association – May 28, 2019
- Barrhead & District Twinning Committee – July 3, 2019

CARRIED UNANIMOUSLY

**BYLAW 08-2019, THE
BUSINESS LICENSE AMENDMENT
BYLAW**

Draft Bylaw 08-2019, the Business License Amendment Bylaw, was presented.

230-19

Moved by Cr. Penny that Council give Bylaw 08-2019, the Business License Amendment Bylaw first reading with a Fee Schedule amendment to \$1.00 per month.

CARRIED

IN FAVOR: Mayor McKenzie, Crs.: T. Assaf,
D. Kluin, S. Oswald, L. Penny and
D. Smith

OPPOSED: Cr. R. Klumph

Council deferred second and third readings until later in the meeting.

DELEGATION

Mayor McKenzie and Council welcomed Mr. Ron White, from the Western States Hockey League Commission at 6:00 p.m.

Mr. Ron White presented Council with a PowerPoint presentation on the Western States Hockey League and provided an overview and history of the League. Mr. White discussed the proposed hockey team for the Town and answered questions of Council.

EXITED

Mayor McKenzie and Council thanked Mr. Ron White for his presentation and he exited the Chambers at 7:08 p.m.

231-19

Moved by Cr. Klumph that Council accept the delegation as information.

CARRIED UNANIMOUSLY

RECESSED

232-19 Moved by Cr. Penny to recess the meeting at 7:08 p.m.
CARRIED UNANIMOUSLY

RECONVENED

233-19 Moved by Cr. Penny to reconvene the meeting at 7:41 p.m.
CARRIED UNANIMOUSLY

**WESTERN STATES
HOCKEY LEAGUE**

The Western States Hockey League (WSHL) has expressed interest in establishing a Junior “A” Club in Barrhead and has requested that the Town provide them with exclusive use of one dressing room at the Agrena for the 2019-2020 hockey season, was received.

234-19 Moved by Cr. Assaf that Council grant the request from Western States Hockey League to provide them with exclusive use of one dressing room at the Agrena for the 2019 – 2020 hockey season.
CARRIED UNANIMOUSLY

235-19 Moved by Cr. Klumph that Council amend Section A of Policy 72-002 – Recreation Facility Rentals & Rates Policy by adding a rate of \$80.00 per hour for adult hockey practice prior to 6:00 p.m. Monday – Friday.
CARRIED UNANIMOUSLY

236-19 Moved by Cr. Penny that Council approve that any additional advertisement revenue in the arena, on the arena boards or ice surface generated by the Western States Hockey League be distributed 70% to the WSHL and 30% to the Town of Barrhead.
CARRIED UNANIMOUSLY

**BYLAW 08-2019, THE
BUSINESS LICENSE AMENDMENT
BYLAW, CONTINUED...**

237-19 Moved by Cr. Kluin that Council give Bylaw 08-2019, the Business License Amendment Bylaw second reading with a Fee Schedule amendment to \$1.00 per month.
CARRIED UNANIMOUSLY

238-19 Moved by Cr. Assaf that Bylaw 08-2019, the Business License Amendment Bylaw be presented for third reading.
CARRIED UNANIMOUSLY

239-19 Moved by Cr. Penny that Council give Bylaw 08-2019, the Business License Amendment Bylaw third reading with a Fee Schedule amendment to \$1.00 per month.
CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

The following correspondence items were reviewed.

240-19 Moved by Cr. Smith that Council accept the Certificate from the Barrhead Composite High School thanking the Town of Barrhead for support and sponsorship for their Off-Campus Education Program as information.
CARRIED UNANIMOUSLY

241-19 Moved by Cr. Oswald that Council accept the letter from the Barrhead and District Historical Society dated July 4, 2019 thanking the Town of Barrhead for the annual funding of the museum as information.
CARRIED UNANIMOUSLY

- 242-19 Moved by Cr. Oswald that Council accept the letter from the Kitami City Office dated June 19, 2019 thanking the Town of Barrhead for the Twinning Conference invitation to be held on September 20-21, 2019 as information.
CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Kluin thanked the organizers of the pancake breakfast during Canada Day.

Cr. Penny commended the Recreation staff for moving the outdoor theatre indoors.

Cr. Klumph advised Council that the Barrhead athletes who attended the 55 Plus Games in Medicine Hat, Alberta came back with a lot of medals.

**IN-CAMERA – LAND AND LEGAL UPDATE
FOIP ACT SECTIONS 16 AND 24**

- 243-19 Moved by Cr. Assaf that Council go in-camera at 7:58 p.m. All of Council including Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services.
CARRIED UNANIMOUSLY

OUT-OF-CAMERA

- 244-19 Moved by Cr. Kluin that Council come out-of-camera at 8:50 p.m.
CARRIED UNANIMOUSLY

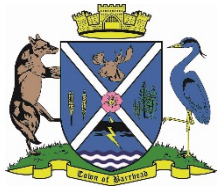
ADJOURN

- 245-19 Moved by Cr. Klumph that the Council Meeting be adjourned at 8:50 p.m.
CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc



Item No. 7(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Sale of Surplus vehicle from the Solid Waste Services Department

1.0 Purpose:

To provide authorization to Administration to offer a surplus Solid Waste vehicle for sale through a Public Auction.

2.0 Background and Discussion:

The Town's 2005 International Garbage Truck is no longer required in our fleet and Administration is recommending that the unit be sold through a public auction – namely Osmond Auction or Michener Allen Auction. The cab and chassis would be the only portion of the unit sold, as the compactor equipment would be kept and would be salvaged for potential parts. The unit has approximately 200,000 kilometers and over 14,000 engine hours.

3.0 Alternatives:

3.1 Council authorizes Administration to sell the 2005 International Garbage truck cab and chassis through public auction, at their discretion.

3.2 Council instructs Administration to obtain further information and report back at the next regular scheduled Council Meeting.

4.0 Financial Implications:

Administration hopes to receive approximately \$1,500.00 - \$2,000.00 for the sale of the noted unit.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

None.

7.0 Political/Public Implications:

None.

8.0 Attachments:

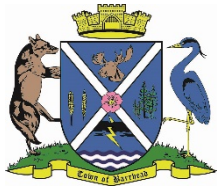
None.

9.0 Recommendations

Council authorizes Administration to sell the 2005 International Garbage truck cab and chassis through public auction, at their discretion.

(original was signed by the C.A.O.)

Edward LeBlanc
CAO



Item No. 7(b)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Appointment to the Intermunicipal Collaboration Framework Project

1.0 Purpose:

To explore the possibility of establishing a Committee for the development of an Intermunicipal Collaboration Framework (ICF) and a revised Intermunicipal Development Plan (IDP) with the County of Barrhead.

2.0 Background and Discussion:

In accordance with Part 17.2 of the *Municipal Government Act*, municipalities that have common boundaries must create an intermunicipal collaboration framework with each other along with an IDP.

The Intermunicipal Collaboration Framework (ICF) is a tool to facilitate cooperation between neighbouring municipalities in order to ensure municipal services are provided to residents efficiently.

The ICF will also provide for the integrated and strategic planning delivery and funding of intermunicipal services as well as to ensure municipalities contribute funding to services that benefit their residents.

The ICF must at least address the following six services:

- Transportation Services
- Water Services
- Wastewater Services
- Solid Waste Services
- Emergency Services

➤ Recreation Services

The ICF must summarize how these five services will be delivered. It does not mean that the municipalities must provide joint services or share services in these areas but rather must agree on how to best provide those services. This may mean that the noted services are provided individually or on an intermunicipal level.

Along with the required ICF, municipalities must also prepare and formally approve an Intermunicipal Development Plan (IDP). An IDP was adopted back in 1999 and will be reviewed by both Administration and bring the document forward with any potential amendments for both Council's consideration.

3.0 Alternatives:

- 3.1 Council appoints two Councillors plus one alternate Councillor to serve as the Intermunicipal Collaboration Framework Committee to prepare a draft Intermunicipal Collaboration Framework and a revised Intermunicipal Development Plan with the County of Barrhead for Council's consideration.
- 3.2 Council create a Committee of the Whole to serve as the Intermunicipal Collaboration Framework Committee to prepare a draft Intermunicipal Collaboration Framework and a revised Intermunicipal Development Plan with the County of Barrhead for Council's consideration.

4.0 Financial Implications:

As both Administrations from the Town and the County will be undertaking this particular project, no additional cost should be incurred.

5.0 Interdepartmental Implications:

All municipal departments will be involved, to some degree, in the preparation of the ICF Plan.

6.0 Senior Government Implications:

The Intermunicipal Collaboration Framework must be completed and adopted by April 1, 2020 and submitted to Alberta Municipal Affairs.

7.0 Political/Public Implications:

Moving forward, the required ICF would provide the Town with a formal opportunity to discuss any operational or capital issues they may have with the County of Barrhead.

8.0 Attachments:

None

9.0 Recommendations

Council appoints two Councillors plus one alternate Councillor to serve as the Intermunicipal Collaboration Framework Committee to prepare a draft Intermunicipal Collaboration Framework and a revised Intermunicipal Development Plan with the County of Barrhead for Council's consideration.

(original was signed by the C.A.O.)

Edward LeBlanc
CAO



Item No. 7(c)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Provincial Solar Program Funding Agreement

1.0 Purpose:

For the Town to enter into a funding agreement with the Alberta Urban Municipalities Association and the Barrhead & District Senior Citizens Society as it relates to the Barrhead Seniors Drop-In Centre Solar Power installation project.

2.0 Background and Discussion:

In May, 2018 Alberta Environment and Parks, on behalf of the Alberta Government entered into an agreement with Alberta Urban Municipalities Association to provide funding for the Alberta Municipal Solar Program to be administered by the Municipal Climate Change Action Centre.

On July 19, 2019 with the Town's Administration support, the Barrhead and District Senior Citizens Society submitted a grant application under the Alberta Municipal Solar Program seeking funding of approximately \$20,000.00 for the installation of solar power equipment on their building located on Part of S.W. 28-59-03-W5, containing 27.95 acres – owned by the Town of Barrhead.

The noted application has been approved by the Municipal Climate Change Action Centre in the amount of \$18,870.00. The next required step is to have the endorsement of the funding agreement from all relevant parties.

3.0 Alternatives:

- 3.1 Council authorizes the endorsement of the Alberta Municipal Solar Program Implementation Funding agreement, as it relates to the Barrhead & District Citizens Society grant application, as presented.
- 3.2 Council instructs Administration to provide further information regarding the Alberta Municipal Solar Program Implementation Funding agreement, as it relates to the Barrhead & District Citizens Society grant application, as directed.

4.0 Financial Implications:

No net municipal cost to the Town of Barrhead.

The grant revenue will be sent to the Town of Barrhead in trust. Once the Municipal Climate Change Action Centre has approved the expenses incurred by the Senior Citizens Society, the Centre will advise the Town to release the grant to the Society.

5.0 Interdepartmental Implications:

Not applicable

6.0 Senior Government Implications:

It is only limited to the Government of Alberta providing funding to the Alberta Urban Municipalities Association to administer the Alberta Municipal Solar Program.

7.0 Political/Public Implications:

With the endorsement of the noted agreement, it would illustrate that the Town of Barrhead is taking a progressive role in renewable energy.

8.0 Attachments:

- 8.1 Proposed funding agreement, as prepared by the Municipal Climate Change Action Centre

9.0 Recommendations

Council authorizes the endorsement of the Alberta Municipal Solar Program Implementation Funding agreement, as it relates to the Barrhead & District Citizens Society grant application, as presented.

(original was signed by the C.A.O.)

Edward LeBlanc
CAO

**ALBERTA MUNICIPAL SOLAR PROGRAM (AMSP FUNDING ROUND 2)
IMPLEMENTATION FUNDING AGREEMENT**

THIS AGREEMENT (the “**Agreement**”) dated the ____ day of _____, 2019.

BETWEEN: **ALBERTA URBAN MUNICIPALITIES ASSOCIATION**, a
society duly created under the laws of Alberta

(the “**AUMA**”)

AND: **TOWN OF BARRHEAD**, a municipal corporation, duly
incorporated according to the laws of Alberta

(the “**Municipality**”)

AND: **BARRHEAD & DISTRICT SENIOR CITIZENS SOCIETY**,

(the “**Community Organization**”)

PROJECT: **BARRHEAD SENIORS DROP-IN CENTRE SOLAR PV**

WHEREAS:

- A. Her Majesty the Queen in right of the Province of Alberta (the “**Government of Alberta**”), as represented by the Minister of Environment and Parks, and the AUMA entered into an agreement, dated May 16, 2018 (the “**AMSP Agreement**”), whereby the Government of Alberta agreed to provide the AUMA with money as a grant (the “**Grant**”) for the Alberta Municipal Solar Program (the “**AMSP**”) and other programs to be administered by the Municipal Climate Change Action Centre (the “**MCCAC**”);
- B. Based on the terms of the AMSP Agreement, any unused balance of the Grant as of April 30, 2023 (or such later date as may be agreed upon) is to be returned by the AUMA to the Government of Alberta;
- C. In the course of its mandate, the MCCAC has developed the AMSP to encourage municipalities to install solar photovoltaic (“**PV**”) systems on municipal facilities and support the adoption of solar power in their municipal service area;
- D. The AUMA, through the MCCAC, has implemented the AMSP which contemplates, among other things, the provision of funding initiatives to each participating municipality within the Province of Alberta; and
- E. The Municipality wishes to be a participating municipality for the purposes of the AMSP that deals with compensation for certain solar PV systems, as further detailed herein.

NOW THEREFORE, IN CONSIDERATION OF THE COVENANTS AND AGREEMENTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS AND SCHEDULES

1.1. In this Agreement, the following terms shall have the following meanings:

- a. **“Agreement”** means this AMSP Implementation Funding Agreement and any Schedules hereto;
- b. **“AMSP Application”** has the meaning set forth in Section 3.1 and attached hereto as Schedule “B”;
- c. **“AMSP Guidebook”** means the guidebook developed by the MCCAC, as it may be amended from time to time, to be used and referred to by the program AMSP participants for eligibility requirements, financial incentives, and program participation processes;
- d. **“AMSP”** means the Alberta Municipal Solar Program as set forth in recital A. above;
- e. **“AUMA”** means the Alberta Urban Municipalities Association;
- f. **“Contractor”** means a person or company operating in the Province of Alberta that is duly-qualified to carry out any or all of the activities involved in the design, procurement or construction of a solar PV system;
- g. **“Contribution Maximum”** has the meaning set forth in provision 1 of Schedule “A” attached to this Agreement;
- h. **“CRO”** means a non-profit community related organization operating out of a municipally owned facility;
- i. **“EOI”** is the online expression of interest created by the MCCAC, as amended from time to time by the MCCAC;
- j. **“Estimated Implementation Contribution”** means the estimated amount, as set forth in Schedule “A”, that the AUMA will pay to the Municipality for the installation of solar PV systems;
- k. **“Final Implementation Contribution”** means the final amount as set forth in Schedule “C” that the AUMA will pay to the Municipality for the installation of solar PV systems;
- l. **“Government of Alberta”** has the meaning set forth in recital A. above;
- m. **“Grant”** has the meaning set forth in recital A. above;

- n. **“MCCAC”** has the meaning set forth in recital A. above;
- o. **“Micro-generation Regulation”**, means the Alberta Electric Utilities Act, Micro-generation Regulation AR 27/2008, as amended from time to time;
- p. **“Municipality”** means the contracting party defined as “Municipality” on page 1 hereof that meets the definition of “municipality” under Section 1(1)s of the Municipal Government Act;
- q. **“AMSP Project Completion Statement”** means the statement executed in the form attached as Schedule “C”;
- r. **“Project”** means the solar PV system for which funding is requested through a single AMSP Application;
- s. **“Term”** has the meaning set forth in Section 6.1 hereof;
- t. **“Total Installed Capacity”** means the sum total of installed capacity, measured in watts DC, of all modules installed under a single AMSP Application;
- u. **“Work”** describes all activities required for the completion of the Project for which the Municipality is seeking an Final Implementation Contribution from the MCCAC.

- 1.2. The Schedules to this Agreement are as follows and shall form an integral part of this Agreement:

Schedule “A”	Estimated Implementation Contribution
Schedule “B”	AMSP Application
Schedule “C”	AMSP Project Completion Statement

2. EXPRESSION OF INTEREST (“EOI”)

- 2.1. In order to initiate any potential for funding through the AMSP, and prior to completing any solar PV system on a particular building or property, the Community Organization must duly complete, and submit to the MCCAC, copying the Municipality, an EOI in relation to all solar PV systems seeking funding through an AMSP Application.

3. AMSP APPLICATION

- 3.1. The Community Organization agrees or, where applicable, confirms, that upon completion of the EOI, the Community Organization and its Contractor shall complete and submit the following information to the MCCAC, copying the Municipality:
- a. A completed AMSP Application attached as Schedule “B”;

- b. A copy of the completed Alberta Utilities Commission Form A - Micro-Generation Notice and supporting documentation submitted to the wires service provider through which the solar PV system is connected;
 - c. A copy of the final contract between the Community Organization and the Contractor for the Project;
 - d. If not included above, a quote and detailed breakdown of the anticipated total capital cost and Total Installed Capacity (watts DC) of the Project; and
 - e. A copy of a structural engineering assessment certified by a duly qualified engineer, for all building-mounted solar PV systems, indicating that the building can support the full weight of the solar PV system
- 3.2. The Community Organization will be responsible for selecting a qualified Contractor. Such Contractor will not be under the AUMA's or the Municipality's care and control and accordingly, the AUMA and the Municipality are not, and shall not be, responsible in any way for any acts or omissions of the Contractor, and the AUMA and the Municipality hereby disclaims any responsibility or liability in relation thereto.
- 3.3. The Community Organization agrees that all solar PV systems must and will be compliant with the Government of Alberta's Micro-generation Regulation (AR27/2008), as amended from time to time.
- 3.4. The Community Organization agrees that any agreements or arrangements between the Community Organization and the Contractor in relation to the installation of solar PV equipment or otherwise shall be at the Community Organization's sole risk and the Community Organization shall be solely responsible to pay all amounts owing to the Contractor in relation to the Project or otherwise.
- 3.5. The MCCAC shall review the AMSP Application and all attached documentation as described in Section 3.1 for completion and eligibility.
- 3.6. The MCCAC and the Municipality must immediately be notified of any changes to the AMSP Application including, project scope, installation capacity or otherwise, and any such changes must be approved by MCCAC in writing prior to consideration and provision of any funding.
- 4. PROJECT VERIFICATION**
- 4.1. The Community Organization agrees to provide the AUMA, copying the Municipality, the following documentation within sixty (60) days following the completion and full energization of all PV systems installed as part of the Project;
- a. A signed AMSP Project Completion Statement, in the form attached as Schedule "C";

- b. A copy of the final executed interconnection and operating agreement with the interconnecting wires service provider;
 - c. Final Project invoices demonstrating a detailed breakdown of the Work completed as well as the cost of such Work;
 - i. The invoices must at a minimum separate out equipment costs, permitting costs, labour costs, and GST
 - d. Confirmation of full payment by the Community Organization for the invoices provided;
 - i. Proof of payment documentation must match all totals on the provided invoices and clearly demonstrate that all invoices have been paid in full. This may include accounts payable registers, electronic funds transfer (EFT) payment advice, cheque copies, or vendor confirmation.
 - e. Proof of completion of the AMSP public engagement requirement which requires satisfaction of the following;
 - i. Featuring the Project in the MCCAC's web-based project showcase; and
 - ii. Issuing a media release for the Project and any other public engagement activity specified by the MCCAC, acting reasonably
 - f. A set of high resolution photographs of the Project suitable for print publication. Photographs must show the Project during construction and after completion and include one photo in which all the solar PV modules are visible. Photographs including people are encouraged. In addition the following must be included:
 - i. A photograph of the module label that clearly shows the Canadian Standards Association (CSA), UL, or equivalent Canadian certification approval labels;
 - ii. A photograph of the inverter(s) or micro-inverter nameplate that clearly shows the Canadian Standards Association (CSA), UL, or equivalent Canadian certification approval labels
 - g. A brief abstract describing the Project including one or more quotes from Community Organization/Community leaders, to be used for MCCAC program marketing;
 - h. Completion of program evaluation
- 4.2. Any Community Organization receiving grant money under the AMSP may be contacted by the MCCAC or a third-party evaluator retained on behalf of MCCAC to verify Project installation or be asked to complete a written, oral, or electronic participant survey.
- a. The Community Organization must submit documentation to establish, to the satisfaction of the MCCAC, that the Community Organization incurred and paid all eligible expenses reported. All items on an invoice submitted by the

Community Organization must be listed separately, and the cost for each eligible expense must be clearly identified.

- b. The Community Organization must also provide any other documentation requested by MCCAC. If the Community Organization fails to provide information within a reasonable time on reasonable notice, as determined by MCCAC, for the audit and evaluation of the Project, the Community Organization may be required to refund any and all payments received under the program, as well as forfeit any future payments under the program.
- 4.3. Pursuant to Section 4.1, for three years following the execution of this AMSP Implementation Funding Agreement, the MCCAC or its designees are entitled, at a reasonable time and upon reasonable notice to the Community Organization, to attend the Project site for the purpose of examining items pertinent to the Project in order to assess whether the Community Organization is in compliance with these program conditions, and to conduct other measurement and verification activities if necessary.
 - a. The Community Organization agrees it shall complete a written, oral, or electronic participation survey or evaluation on their program experience prior to disbursement of funds, if requested by the MCCAC.
- 4.4. The Municipality and the Community Organization agree to grant the MCCAC permission to access data on energy generation for all solar PV systems included in the Project.

5. FUNDING DISBURSEMENT

- 5.1. The AUMA agrees to reimburse the Municipality, subject to Section 7.1 hereof, partial compensation for certain costs associated with the installation of the Project described in the AMSP Application, in an amount equal to the Final Implementation Contribution, provided that:
 - a. the Project for which the Municipality is seeking contribution is completed within eight (8) months of the date of this Agreement;
 - b. all Project verification requirements, as described in Section 4.1 are satisfied;
 - c. the Municipality and the Community Organization agree to display a visual notice, in the form of a plaque or certificate provided by the MCCAC, in the building or at the site associated with the Project. The visual notice shall indicate that the Project was supported by the MCCAC and its partner organizations;
 - d. the Municipality and the Community Organization agree to indicate that the Project was supported by the MCCAC, clearly identifying the full Municipal Climate Change Action Centre name in print, digital, and social media related to the Project. The Municipality and the Community Organization will liaise with the MCCAC to coordinate major announcements and promotions related to the Project;

and provided that the AUMA is satisfied that the nature of the Work completed was consistent with the AMSP Application.

- 5.2. The payment referred to in Section 5.1 above shall be payable by the AUMA within sixty (60) days of satisfaction by the Municipality of the requirements in Section 5.1 above. For greater clarity, the Community Organization remains fully liable to the persons with whom it has contracted for the purposes of installing solar PV systems, with the Final Implementation Contribution being payable from the AUMA to the Municipality only.

6. INCENTIVE STACKING

- 6.1. The Community Organization agrees to disclose to the MCCAC participation in any other government programs through which funding towards the cost of the Project is being pursued.
- 6.2. The Community Organization is eligible to access other government programs for funding towards the cost of the Project. However, the maximum amount of combined funding towards the cost of the Project from all sources cannot exceed the total eligible costs of the Project.
- 6.3. The Community Organization is not eligible to access multiple incentives provided through the Alberta Climate Leadership Plan for funding towards the same Project.

7. REMEDIES AND WARRANTIES

- 7.1. The Community Organization and the Municipality shall immediately refund to MCCAC any payment received under the AMSP not in accordance with the AMSP Guidebook and the AMSP Implementation Funding Agreement upon notice being provided to the Community Organization and the Municipality by the MCCAC. Failure to make repayment as required by MCCAC creates a debt owing to the Government of Alberta that can be offset against any money the Government of Alberta owes to the Applicant.
- 7.2. The Municipality agrees that the MCCAC may off-set against any other grant or amount payable to the Municipality under any programs administered by the MCCAC any amounts that become repayable by the Municipality to the MCCAC under the AMSP.
- 7.3. If the Community Organization or Municipality provide any false, misleading, or incomplete information under the AMSP, the Community Organization or Municipality shall forgo all rights to benefit from the AMSP.

8. ENVIRONMENTAL ATTRIBUTES OR PRODUCTS

- 8.1. “Environmental attributes” means emission offsets, renewable energy certificates, renewable energy credits, and any and all other current or future credits, benefits, emissions reductions, offsets or allowances, however entitled, named, registered, created, measured, allocated or validated

- a. that are at any time recognized or deemed of value, or both, by any buyer, applicable law, or any voluntary or mandatory program of any government or other person and
 - b. that are attributable to
 - i. generation by the Project and
 - ii. the emissions or other environmental characteristics of such generation or its displacement of conventional or other types of energy generation through the avoidance of environmental impacts on air, soil or water, including but not limited to the emission of greenhouse gases.
- 8.2. The Community Organization, Municipality, or applicant will not register or claim any environmental attributes generated by the Project. The Community Organization, Municipality, or applicant will not transfer or assign any rights, title and interests, if any, in all environmental attributes generated by the Project to any person.
- 8.3. The Community Organization, Municipality, or applicant warrants that no environmental attributes generated by the Project have been claimed, sold or otherwise transferred to a third party and that no other person has any claim to or ownership of the environmental attributes generated by the Project.

9. TERM OF AGREEMENT

- 9.1. The term (the “**Term**”) of this Agreement shall commence on the date hereof and shall end upon fulfillment of the parties obligations contained herein, but subject to termination by the AUMA in the event there are no further amounts of the Grant available for distribution in the circumstances set forth in Section 7.1 hereof.

10. CONDITIONS OF PAYMENT AND DISCLAIMER OF LIABILITY

- 10.1. Notwithstanding anything contained herein, all funding and payment obligations of the AUMA contained herein are subject to, and conditional upon, there being a sufficient amount of the Grant available for such distribution and payment. Upon execution of this Agreement and confirmation from the Community Organization of the scope of the Project to be implemented, the AUMA shall take prudent steps to hold in reserve adequate funds to meet the funding obligations contained herein. However, there may arise unanticipated events or conditions beyond the reasonable control of the AUMA that prevents the AUMA from meeting these funding obligations. **If, at the time monies are to be distributed, there are no further amounts of the Grant available for distribution, then the AUMA shall not be required to make its payment obligations stated herein.** The Municipality and the Community Organization acknowledge their understanding that there are limited funds available which may affect their compensation entitlements and that time is of the essence.

- 10.2. Notwithstanding anything contained herein, the AUMA hereby expressly disclaims liability to the Municipality and the Community Organization except as specifically contracted for herein and for greater clarity, the AUMA cannot guarantee the reliability or comprehensiveness of any information provided by MCCAC or the AUMA in relation to the Project and management pursuant to the terms of this Agreement or otherwise. The AUMA believes its information to be accurate and reliable but cautions that there is always new technology and information concerning solar PV systems. Accordingly, the AUMA is providing all information as general information only, with no express or implied warranty or representation as to its comprehensiveness or accuracy. It is not intended to be, nor shall it be used as, a substitute for specific advice from qualified professionals.

11. GENERAL PROVISIONS

- 11.1. Notices. Any notice, demand or request required or permitted to be given hereunder shall be in writing and shall be deemed effective one (1) Business Day after having been faxed, or four (4) Business Days after having been mailed by prepaid, registered or certified mail, return receipt requested, to the following addresses:

AUMA:	c/o MCCAC Alberta Municipal Place 300-8616 51 Ave Edmonton, AB, T6E 6E6	Municipality:	Town of Barrhead Box 4189 Barrhead, AB, T7N 1A2 (5014 – 50 Avenue, Barrhead, AB)
Community Organization:	Barrhead & District Senior Citizens Society 5437 – 49 Street Barrhead, AB, T0B 3M2		

- 11.2. MCCAC Not A Separate Entity. For clarity, all references and entitlements to, and obligations of, the MCCAC herein are the entitlements and obligations of AUMA, since the MCCAC is not a separate legal entity. However, the MCCAC is specifically referred to herein in light of its specific operational mandate and for clarity to the Municipality and the Community Organization as to the point of contact.
- 11.3. Independent Contractors. It is expressly agreed between the parties hereto that the AUMA, the Municipality, and the Community Organization are contracting as separate entities and are not agents or legal representatives of any other for any purpose whatsoever nor shall any of them represent itself as having any power to any way bind or obligate the other party or to assume or create any expressed or implied obligation or responsibility on behalf of the other party.
- 11.4. Currency. All dollar amounts in this Agreement are expressed in Canadian funds.

- 11.5. Time of Essence. Time shall be of the essence of this Agreement.
- 11.6. Entire Agreement. This Agreement contains the entire understanding and agreement of the parties with respect to the subject matter contained herein and supersedes all prior representations, understandings and agreements, written or oral.
- 11.7. Counterparts. This Agreement may be executed in counterparts and a facsimile or portable document format signature shall be deemed an original, and all counterparts shall be construed together as one agreement.
- 11.8. Successors and Permitted Assigns. This Agreement shall not be assignable by any party without the prior written consent of the other parties. This Agreement shall enure to the benefit of and shall be binding on and enforceable by the parties and, where the context so permits, their respective successors (including any successor by reason of the amalgamation of any party) and permitted assigns.
- 11.9. Severability. Each provision of this Agreement is hereby declared to be separate, severable and distinct. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, the remainder of this Agreement shall not be affected thereby and shall be applied and construed as if such invalid, illegal or unenforceable provision had been omitted unless such provision or provisions are so material that its or their invalidity, illegality or unenforceability would materially change the transactions contemplated hereby so as to make them unreasonable and contrary to the intentions of the parties.
- 11.10. Amendments and Waivers. No amendment or waiver of any provision of this Agreement shall be binding on either party unless consented to in writing by such party. No waiver of any provision of this Agreement shall constitute a waiver of any other provision nor shall any waiver constitute a continuing waiver unless otherwise provided.
- 11.11. Governing Law. This Agreement shall be governed by the laws of the Province of Alberta and the laws of Canada applicable therein.

IN WITNESS WHEREOF the parties have executed this Agreement as of the date hereinabove written.

**ALBERTA URBAN MUNICIPALITIES
ASSOCIATION**

Per : _____
Name: Marc Baxter
Title: Program Lead, MCCAC

TOWN OF BARRHEAD

Per: _____
Name:
Title:

**BARRHEAD & DISTRICT SENIOR
CITIZENS SOCIETY**

Per : _____
Name: Trina Innes
Title: Director, MCCAC

Per: _____
Name:
Title:

SCHEDULE “A”
ESTIMATED IMPLEMENTATION CONTRIBUTION

Funding contributions will be determined in accordance with the terms and conditions described in the AMSP Guidebook.

In Summary:

1. The AUMA agrees to pay a rebate amount (\$) per watt of Total Installed Capacity, in accordance with the rates defined in Table 1 below. The rate tier is determined by the Total Installed Capacity.
2. The rebate provided by the AUMA will not exceed THIRTY (30%) of the total eligible expenses, as defined in the AMSP Guidebook. All costs must be paid prior to reimbursement and the Community Organization must satisfy the Project verification requirements set forth in Section 4.1.
3. Total AMSP funding distributed to a single Municipality will not exceed ONE MILLION FIVE HUNDRED THOUSAND (\$1,500,000) for the program’s lifetime. AMSP funding issued to a Municipality prior to October 1st, 2018 will not be included in the calculation of this cap.
 - a. Applications from a Municipality for non-profit community related organization (CRO) projects located on municipally owned facilities or land will not contribute to the per Municipality cap of ONE MILLION FIVE HUNDRED THOUSAND (\$1,500,000). However, CROs are limited to one Project per organization up to a maximum incentive of ONE HUNDRED THOUSAND (\$100,000) including bonuses.
 - b. The MCCAC, at its sole discretion, reserves the right to adjust the maximum funding cap per Municipality in response to AMSP demand and changing market conditions (systems costs, electricity prices, etc.).
4. An additional bonus rebate of \$0.25/watt is available to municipalities that have not previously participated in the AMSP for their first Project. The bonus rebate is applied for the first Project only, where Project is defined as an individual system and not a group of systems, and is provided in excess of the percentage cap on eligible costs. The bonus rebate will not exceed TWO HUNDRED AND FIFTY THOUSAND (\$250,000).
 - a. CROs are eligible to receive the First-time Applicant Bonus.
 - b. Any Municipality who has already received an incentive through the AMSP for a completed Project, or has signed an AMSP Implementation Funding Agreement for a Project under construction and yet to be completed since the launch of the program on February 5, 2016 is not eligible for this bonus.

Table A.1: AMSP Rebate Rates

Total Installed Capacity (DC)	Rebate
<10 kilowatts	\$0.90/watt
10 kilowatts to <150 kilowatts	\$0.75/watt
150 kilowatts to <2 Megawatts	\$0.60/watt
2 Megawatts to 5 Megawatts	\$0.55/watt

Estimated Implementation Contribution:

Table A.2 outlines the Estimated Implementation Contribution based on information provided in the AMSP Application. The Final Implementation Contribution will be determined in accordance with information provided in the Project Completion Statement.

Table A.2: Estimated Implementation Contribution

Project Summary	Value
Total Project Total Installed Capacity (watts DC)	20,160 Watts DC
Rebate Rate (\$/watt DC)	\$0.75/Watt
Maximum Funding (\$)	\$15,120.00
Total Eligible Expense (\$)	\$46,100.00
Calculated rebate (\$) [Cannot exceed 30% of eligible expenses]	\$13,830.00
First-time Applicant Bonus (\$)	\$5,040.00
Total Estimated Implementation Contribution (\$)	\$18,870.00

SCHEDULE "B"
AMSP APPLICATION

As per the attached.

Schedule "B"
Alberta Municipal Solar Program (AMSP Funding Round 2) Application

This Schedule outlines the specifications and details of the solar photovoltaic (PV) system that will be installed as part of the Project. Please submit a completed AMSP Application form along with all required attachments as indicated below. One AMSP Application (Schedule "B") is required for each distinct solar PV system.

Municipality: Town of Barrhead

Contact Name: Eldon Krikke

Contact Phone: 780-674-6142

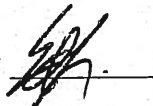
Contact Position: President (Barrhead &
District Senior
Citizens Society

Contact Email: ejkrikke@gmail.com

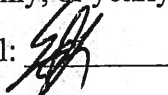
PROJECT DESCRIPTION				
Location Name	Location Address	Description of solar PV system, including:	Installed PV Array Capacity (Watts DC)	Calculated System Energy Yield (kWh AC per year /kW DC capacity)
Barrhead Seniors Drop-in Centre	5437 49 Street, Barrhead, AB	1. Type and location of array mounting	20,160	1,199.1
		2. Array tilt and azimuth angles		
		3. Make, model, and warranty for the solar PV modules, inverters, and racking		
		4. Any other relevant information		
		1. Ground mounted solar PV		
		2. 16 degree tilt / 180 degree azimuth		
		3. Fronius Primo inverter-10 year warranty LONGi LR6-72PD 360W modules-25 year warranty Polaron Racking		
		4. Click here to enter text.		
SUPPORTING INFORMATION:				
Contractor (include a list of any known subcontractors)		Dandelion Renewables		
Wire Services Provider (WSP)		Fortis		
Site ID		0040000093728		

Estimated Completion Date	August 30, 2019
Total Eligible Expenses (\$)	46100
Other Government Funding Sources (include funding amount requested)	AMSP Funding = 20,160 (Including First-time applicant bonus) No other funding requests

System operation commitment: the Municipality agrees that the system will not be sold and will be maintained operational by the Municipality or community-related organization (CRO) over the life of the system.

Please initial:  _____

Data sharing agreement: the Municipality agrees to grant the MCCAC permission to access data on the solar PV system energy generation (daily, monthly, or yearly as available).

Please initial:  _____

Please include the following documentation as an attachment to the AMSP Application:

- ☐ A copy of the Alberta Utilities Commission Form A - Micro-Generation Notice and supporting documentation submitted to the wires service provider through which the solar PV system is connected
- ☐ A copy of the final contract between the Municipality and the Contractor for the Project
- ☐ If not included in the contract, a quote and detailed breakdown of the anticipated total eligible expenses and Total Installed Capacity (watts DC) of the Project
- ☐ A copy of a structural engineering assessment certified by a duly qualified engineer, for all building-mounted solar PV systems, indicating that the building can support the full weight of the solar PV system

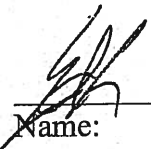
Note: The MCCAC must be notified of any deviation from the AMSP Application, and an amendment to Schedule "B" must be duly executed should the project scope or estimated completion date change post execution.

The Municipality represents and warrants that all information contained in this AMSP Application is true and correct.

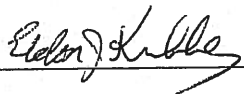
Dated this 19th day of July, 2019.

[Town of Barrhead]

Per:

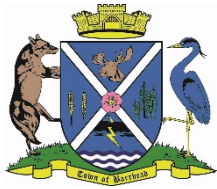
 Edward LeBlanc - CAO
Name:
Title:

Per:


Name:
Title: ELDON J KRIKKE, PRESIDENT
BARRHEAD & DISTRICT SENIOR CITIZENS SOCIETY

SCHEDULE "C"
AMSP PROJECT COMPLETION STATEMENT

As per the attached.



Item No. 7(d)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Appointment to the Subdivision and Development Appeal Board

1.0 Purpose:

To approve members at large for the Subdivision and Development Appeal Board.

2.0 Background and Discussion:

The Town recently advertised for a member-at-large for the Subdivision and Development Appeal Board (SDAB) and has been very fortunate to have received two very well qualified applications.

The SDAB meets when an appeal has been received against a proposed discretionary development either approved by or denied by the Town's Municipal Planning Commission.

Members must successfully past the required training session, as established by Municipal Affairs, prior to sitting on the SDAB. The noted training is valid for three years.

3.0 Alternatives:

3.1 That Council approves Mr. Gerry St. Pierre as a member-at-large for the Town of Barrhead's Subdivision and Development Appeal Board for a three-year term to end December 31, 2022 and Mr. Dale Krasnow as an alternate member at large for a three-year term to end December 31, 2022.

3.2 That Council instructs Administration to further advertise for potential member-at-large for the Town of Barrhead's Subdivision and Development Appeal Board.

4.0 Financial Implications:

The noted membership is on a volunteer basis.

5.0 Interdepartmental Implications:

Limited to the Planning and Development Services.

6.0 Senior Government Implications:

As previously noted, the members must successfully complete the required training session, as established by Municipal Affairs.

7.0 Political/Public Implications:

The noted appointments with the required training would ensure the Town of Barrhead complies with current provincial legislation.

8.0 Attachments:

8.1 Letters of interest

9.0 Recommendations

That Council approves Mr. Gerry St. Pierre as a member-at-large for the Town of Barrhead's Subdivision and Development Appeal Board for a three-year term to end December 31, 2022 and Mr. Dale Krasnow as an alternate member at large for a three-year term to end December 31, 2022.

(original was signed by the C.A.O.)

Edward LeBlanc
CAO

August 1, 2019

Town of Barrhead

Attention: Mayor and Council

Please accept this letter as my application to sit on the Subdivision and Development Appeal Board.

I have been a member of Town Council as both a Councillor and the Mayor and over years have been on many boards as both a member and as chair. I feel my knowledge and background as part of Town Council and a member of various boards in the community will be an asset to the Subdivision and Development Appeal Board.

If you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gerry St. Pierre", followed by a horizontal line.

Gerry St. Pierre

July 30 2019

Attention: Municipal Secretary

Please accept this letter as application to sit on the Sub-Division and Development Appeal Board for your consideration.

My wife and I have retired to Barrhead and have built a new house at 5018 53st. We want to spend our time enjoying our community. Diane volunteers at the hospital and I have joined the Elks among other volunteer activities.

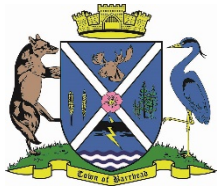
My previous experience includes 3 terms as a Municipal Councillor for the County of Lac Ste Anne, plus 7 years as the Mayor of Onoway. As well I was a board member of the joint municipal development board which included members of Barrhead including Past Barrhead County Reeve George Visser.

In making a decision I feel both sides should be allowed to make a thorough presentation and respectfully heard for the duration of their presentation. Matters of by-laws and common sense are key elements in the decision making process as well as other considerations such as how the appealed decision to be considered would affect possible precedents in future cases.

Thank you and please contact me at _____ if you would like further information or references

Dale Krasnow

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Item No. 7(e)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Bank Statement

1.0 Purpose:

To approve the Monthly Bank Statement for the month ended May 31, 2019.

2.0 Background and Discussion:

Not applicable.

3.0 Alternatives:

3.1 For Council to approve the Monthly Bank Statement for the month ended May 31, 2019, as presented.

3.2 For Council to table the Monthly Bank Statement for the month ended May 31, 2019 and to instruct Administration to provide further information for the next regular 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 Monthly Bank Statement

9.0 Recommendations

That Council approve the Monthly Bank Statement for the month ended May 31, 2019, as presented.

(original was signed by the C.A.O.)

Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED MAY 31, 2019**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCT	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	2,409,980.18	2,345,954.00	1,185,278.21
Receipts	0.00	798,043.25	
Direct Deposits	44,295.59	749,150.94	
Interest	5,807.62	5,363.73	
Loan Proceeds	0.00		
Transfers from/to Term Deposits	55,480.95	0.00	2,248.65
Cancelled Cheques	190.86	0.00	
SUBTOTAL	2,515,755.20	3,898,511.92	1,187,526.86
Disbursements	0.00	1,110,507.94	
Debentures/Interest	0.00	0.00	
School Requisition	0.00	0.00	
Transfers from/to General	2,248.65	0.00	55,480.95
NSF/Returned Cheques or Transfers	0.00	300.31	
Postdated Cheques	0.00	0.00	
NET BALANCE AT END OF MONTH	2,513,506.55	2,787,703.67	1,132,045.91

PER BANK:			
Balance at end of month	2,514,252.02	2,651,965.51	1,132,045.91
Outstanding Deposits	0.00	195,715.98	
SUBTOTAL	2,514,252.02	2,847,681.49	1,132,045.91
Outstanding Cheques	745.47	59,977.82	
NET BALANCE AT END OF MONTH	2,513,506.55	2,787,703.67	1,132,045.91

**TERM DEPOSIT SUMMARY
FOR MONTH ENDED MAY 31, 2019**

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Nova Scotia	100,000.00	2.15%	May 13, 2019	90 day term deposit
ATB Financial	1,000,000.00	2.50%	May 18, 2019	38 day term deposit
ATB Financial	<u>32,045.91</u>			Interest On Term Account
Total	<u>\$ 1,132,045.91</u>			

**COUNCIL REPORTS
AS OF AUGUST 13, 2019**

		Meeting (since last council)
Agricultural Society	Cr. Klumph (Alt. Cr. Oswald)	<u> X </u>
Barrhead Cares Coalition	Cr. Kluin	<u> X </u>
Barrhead & District Social Housing Association	Cr. Penny	<u> </u>
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith (Alt. Cr. Kluin)	<u> </u>
Barrhead Attraction & Retention Committee	Cr. Penny	<u> </u>
Barrhead Regional Airport Committee	Mayor McKenzie	<u> </u>
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith	<u> </u>
Capital Region Assessment Services Commission	Cr. Penny	<u> </u>
Chamber of Commerce	Cr. Kluin	<u> </u>
Community Futures Yellowhead East	Cr. Penny (Alt. Cr. Assaf)	<u> </u>
Economic Development Committee	Vacant	<u> </u>
Enhanced Policing School Resource Officer Committee	Cr. Oswald (Alt. Mayor McKenzie)	<u> </u>
Family & Community Support Services Society	Cr. Kluin and Cr. Penny	<u> </u>
Library Board/Yellowhead Regional Library Board	Cr. Klumph	<u> </u>
Municipal Planning Commission	Cr. Assaf, Cr. Klumph and Cr. Smith (Alt. Mayor McKenzie)	<u> </u>
Regional Landfill Committee	Cr. Klumph and Cr. Penny	<u> </u>
Subdivision & Development Appeal Board	Cr. Penny	<u> </u>
Twinning Committee	Cr. Oswald	<u> X </u>



C.A.O Report

To: Town Council

Date: August 13, 2019

Re: August 13, 2019 Council Meeting

- On July 9th along with Director Touet I met with Susan McLaren to discuss the off-lease Dog Park on potential activities and the Town's involvement. A subsequent telephone conversation with Susan McLaren on July 10th to confirm the level of the Town's participation on various proposed activities.
- On July 11th, I attended the Town's Branding Initiative Meeting and participated in the group discussions.
- On July 12th Administration entered into an agreement to transfer surplus emergency supplies from Public Health Agency of Canada to the Town, at no cost. Supplies range from over 700 towels, 800 wool and synthetic blankets, beds and other general supplies.
- On July 19th, I along with Council attended a tour of the new Babitz Hall and had a productive conversation with the Barrhead Ag. Society representatives.
- On July 23rd, I along with C.P.O. Johnson met with Sargent Bob Dodds to discuss general matters.
- Continue to work towards the required Intermunicipal Collaboration Framework – schedule to meet with the respective Departments Heads in the next few weeks.
- Reviewed, amended and provided a draft wastewater service agreement to County of Barrhead for their feedback.

- Spending a considerable amount of time of a few economic development initiatives that will be presented to Town Council at a later date.
- Would like to inquire with Town Council on their availability for a CAO Planning Session for some time in September.

General Administration Services:

- Computer Software Integration Project
 - Completed: Cash Receipts, Assessment/Property Taxes, Accounts Receivable Payroll, Utilities, Accounts Payable, Fixed Assets Business Licensing and Animal Licensing
 - Most of the review and import of data along with the weekly training sessions have been completed.
 - Final integration of the General Ledger to take place by mid-August.
 - Financial and Budgeting systems – further training sessions and implementation to take place in September.
- 2020 Budget preparation
 - Interim Budget documents will be forwarded to all Departments by the end of August or the beginning of September.

Communication Services:

- Parks & Recreation Services website is currently at 90% completion
- Fire Services website is at 80% completion
- Photography is ongoing with fire training, parks, Street Festival, Lemonade Day, Canada Day
- Newsletter for July & August are created
- Special RCMP news bulletin released along with weekly RCMP bulletins
- WILD Alberta Magazine published
- Parks & Rec events (swims, yoga, bounce houses, soccer camp, etc) are on all media channels
- Weed information is on all media channels
- Branding Update
 - All publications, policies, and by-laws gathered for evaluation
 - Workshops completed with an average attendance rate of 30 participants

Enforcement Services:

- The Department currently has 26 open files under review/investigation:
 - 7 files – Bylaw related issues
 - 19 files– traffic offences

- Our Peace Officer continues to focus on unsightly properties and the required follow-up.
- Continue with monitoring vehicular speeds by the travelling public.
- On-going co-ordination of the Town's communication equipment
- Preparing the necessary documents for required court appearances.

Fire Protection Services:

- Incidents from July 1- July 31
 - Fires – 1
 - Rubbish or grass fires – 1
 - Vehicle accidents – 4
 - Ambulance Assist – 9
 - False alarms – 4
 - Public Hazard (powerline down) -1

Total calls – 20 Total Man Hours – 133.5 hours
- Training:
 - Pumping operations
 - "Bail out kit" usage training for structures greater than two storeys
 - 1 member attended the Vermillion Fire School for NFPA 1002 Rope Rescue Awareness, NFPA 1002 Rope Rescue Technician
 - Burst hose line and set up (for hose coupling competition)
- Other:
 - New struts and air lifting bags with new controller for Rescue # 8 has arrived. Training on the new system is scheduled in August.
 - Fire works for Canada Day were very successful.
 - Town's Fire Chief and Deputy Fire Chief visited the Fort Garry fire apparatus plant in Winnipeg, as it relates to the potential purchase of a new unit.
 - The Fire Department assisted with the relocation of Emergency supplies from the Provincial Building to our facility.

Legislative and Development Services:

- Attended Municipal Planning Commission meeting
- Currently reviewing and updating Subdivision and Development Bylaw & Animal Control Bylaw
- Working on new Wastewater Bylaw
- Working on updating the Emergency Management Plan
- Staff attended Twinning Meetings, continued work on upcoming Twinning Conference

- GIS Ortho Photo updated and loaded onto the Town's GIS system
- Working with residents on various development permits and inquiries
- Ongoing mapping requests for Town departments.

Recreation Services:

- Last month the staff attended:
 - Make A Connection meeting. Function is scheduled for September 5th at the local School.
 - Barrhead C.A.R.E.S.
 - Community in Bloom Meetings
 - County of Barrhead to review and discuss invasive weed strategy.
- Operational:
 - Staff was busy with the recent Peewee Minor Ball Provincials of August 2-5.
 - The Department continues with parks and playground maintenance
 - Staff are installing arena ice for the upcoming ice season
 - Starting a hiring blitz for weekday aquatics staff
 - The Department will co-ordinate invasive weed spraying starting later this month throughout Town
- Capital related projects
 - Staff are waiting for drawings from Town Engineers for the:
 - curling rink roof replacement
 - the structural and environmental assessment on the boardwalk
 - the structural report on the bowling alley.
- Upcoming activities:
 - Will be hosting the Ice User Group Meeting scheduled for Wednesday August 21st @ 7:00 p.m. in the Charles Godberson Rotary Room at the Arena.
 - Start to prepare for the Wild Rose Rodeo Finals September 19-22.
 - Prepare for aquatics centre shut down September 3-6, for hot tub tile repairs. The Department is planning to open the pools again on September 7 with the hot tub to be available to the General Public on September 14.
- Upcoming Special Events:
 - Blue Heron Fair Days August 9, 10, 11.
 - Barrhead Bombers hockey tryouts camp August 23-25.
 - Pro North Hockey School August 12-16 and 19-23.

- Minor Hockey Rusty Blade August 26-29.
- Toonie swim August 23.

Transportation Services:

- Operational
 - Replace the first five water shut-off valves
 - Asphalt patching complete on utility repairs
 - Brushing in alleys, boulevards and streets
 - Completing the street crack sealing (delayed due to poor weather)
 - Finish hydrant flushing & flow testing
 - Water & sewer service repair 50 Avenue & 49A Street
 - Manhole repair 53 avenue & 44 Street
- On-going projects
 - Asphalt overlays complete on 55 Street also on 58 Avenue
 - Sewer flushing & camera work on going
 - The Department is waiting for blowers for the Town's aeration system for the lagoon
 - Sidewalk replacement program is approximately 70% completed
- Up-coming project:
 - Lane grading and graveling
 - Finishing parking lot line painting
 - Watermain line valve repairs
 - Road oiling
 - Assist with Blue Heron Fair Days

(original report signed by the C.A.O.)

Edward LeBlanc

C.A.O.

3.1a

Minutes

BDSHA Regular Board Meeting

June 25, 2019

**Barrhead & District Social Housing
Association Minutes
Regular Board Meeting – June 25, 2019**

Members Present: Chairman Darrell Troock, Ken Killen, Dale Kluin, Leslie Penny, Craig Wilson, Meertin Zeldenrust

Members Absent:

Staff Present: Dorothy Schorr, Dorothy Waters

1.0 Darrell Troock called the meeting to order at 1:00 pm.

2.0 Approval of Agenda

Craig Wilson moved to accept the Agenda of the June 25, 2019 Regular Board Meeting with the addition of 7.3 Carbon Levy Adjustment.

Carried Unanimously

3.0 Adoption of Minutes

3.1 Regular Board Meeting – May 28, 2019

Dale Kluin moved to accept the Minutes of the May 28, 2019 Regular Board Meeting.

Carried Unanimously

4.0 Reports

4.1 Facility Manager's Report by Tyler Batdorf – Attached
Hillcrest Lodge

- Work has begun on the Amphitheater project. Excavation/demolition work completed. Electrical work is currently being tendered and three local electricians have picked up packages so far.
- Smoke shack should be complete by the end of the month with only the final inspection by Superior Safety Codes required before it can be used.
- There have been issues with the door security system.
- One of the main central vacuums is out of service. A replacement has been ordered.

Klondike Place

- 2 fire doors were falling apart in the center stairwell.

JDR Manor

- The water lines were found to be leaking once again. Repairs were made by maintenance.

John and Gerald Fellowship

- The staff (Blue Heron Support Services) would like to have screen doors and air conditioning installed. Unfortunately, it is not feasible at this time.

Swan Hills Community Housing

- There will be a trip made to Swan Hills to mow.

Initials: Chairperson  CAO 

Minutes

BDSHA Regular Board Meeting

June 25, 2019

Grounds

- Most of the properties have been treated with a herbicide to control the dandelions. This will most likely be applied again in the fall.

Other

- Maintenance has completed inspections of all properties now. All deficiencies have been noted and repairs have begun.

4.2 Chief Administrative Officer Report by Dorothy Schorr - Attached

Dietary

- One morning person went from part-time to casual, the position has been advertised internally and externally.

Administration

- The freeze on the 2019-2020 Capital Maintenance and Renewal Projects has been lifted. The water problem at JDR Manor for \$20,000 has been approved.
- Vacancies
 - 6 Community Housing – Swan Hills – five held for possible evacuation clients
 - 4 Community Housing – Barrhead – 3 held for possible evacuation clients
 - 2 JDR Manor – 2 held for possible evacuation clients
 - 1 Pembina Court – requires maintenance
 - 1 Golden Crest Manor – requires maintenance
- New Lodge – Open House
Jen-Col and JMAA had a nice presentation and were available to answer any questions. The 3D walk through on the computer was enjoyed by everyone.

Leslie Penny moved to accept the Management Reports as presented.
Carried Unanimously

4.3 Cheque Logs – May 2019 – Attached

Dale Kluin moved to accept the cheque logs as presented.
Carried Unanimously

5.0 Business Arising From Minutes

5.1 Amphitheatre – Excavation completed – new schedule - FYI

6.0 New Business

6.1 Amphitheatre – Electrical Tender – FYI

6.2 Smoking Policy

Craig Wilson moved to have administration prepare an amended smoking policy to incorporate the new designated Smoking building.

Carried Unanimously

Initials: Chairperson  CAO 

Minutes

BDSHA Regular Board Meeting

June 25, 2019

Leslie Penny moved that the amended smoking policy should be e-mailed to the Board for approval when complete.

Carried Unanimously

6.3 Business Plan

- Corporate Profile
- Property Profile
- Financial Budgets and Forecasts
- Capital Maintenance and Renewal
- Capital Priorities – New Lodge

Leslie Penny moved to accept the Business Plan - Financial Portion: Financial Budgets and Forecasts, Capital Maintenance and Renewal, Capital Priorities – New Lodge, and SWOT Analysis.

Carried Unanimously

6.4 Central Vacuum – new lodge

Craig Wilson moved that a portion of the Design Grant of \$150,000 be used to pay for the central vacuum in the New Lodge.

Carried Unanimously

6.5 CMR Approved – FYI

7.0 Correspondence

7.1 2018 Audit – FYI

7.2 2012/2013 Senior Lodge Renewal Funding – FYI

7.3 Carbon Levy Adjustment – FYI

Dale Kluin moved to accept the correspondence for information.

Carried Unanimously

8.0 Date and Time of Regular Board Meeting

Tuesday, July 23, 2019 at 10:00 am

9.0 In Camera

Leslie Penny moved to go in camera at 2:25 p.m.

Carried Unanimously

Out of Camera

Craig Wilson moved to go out of camera at 2:40 p.m.

Carried Unanimously

Dale Kluin moved to rescind the motion from January 8, 2019 made after Out of Camera:

"Dale Kluin moved that Barrhead and District Social Housing Association would like to stay in partnership with Alberta Social Housing Corporation on the Hillcrest Lodge project and that lease / lease improvement agreements would solidify that partnership, therefore BDSHA is willing to go into negotiations with ASHC to garner those agreements. Carried Unanimously"

Carried Unanimously

Initials: Chairperson

 CAO 

3.1d

Minutes

BDSHA Regular Board Meeting

June 25, 2019

Dale Kluin moved to rescind the motion from March 6, 2019 after Out of Camera:


"Dale Kluin moved to allow Darrell Troock and Dorothy Schorr to negotiate and sign a contract to lease to Alberta Social Housing Corporation a portion of Plan 7821902, Block X, Lot 1 in the Town of Barrhead owned by Barrhead and District Social Housing Association. Carried Unanimously"

Carried Unanimously


10.0 Adjournment

Meertin Zeldenrust moved to adjourn the meeting at 2:45 p.m.

Carried Unanimously


Signature: Darrell Troock, Chairperson

Date July 23, 2019


Signature: Dorothy Schorr, CAO

Date July 23, 2019

Initials: Chairperson DT CAO DS



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: August 13, 2019

Re: Correspondence Items

Item # 1 From CN dated June 28, 2019 advising 2019 marks their 100th anniversary and advising that Rail Safety Week will be held from September 23 – 29, 2019.

Recommendation:

That Council accept the Correspondence from CN dated June 28, 2019 regarding Rail Safety Week, as information.

Item # 2 From the Minister of Culture and Multi Culturalism and Status of Women dated July 11, 2019 seeking nominations for the Stars of Alberta Volunteer Awards.

Recommendation:

That the letter from the Minister of Culture and Multiculturalism dated July 11, 2019 be forwarded to the Chair of the Barrhead Volunteer Appreciation Committee.

Item # 3 From Alberta Council on Aging dated July 17, 2019 declaring October 1 International Day of Older Persons.

Recommendation:

That Council proclaim October 1, 2019 as the International Day of Older Persons.

Item # 4 From Athabasca Watershed Council dated July 19, 2019 providing their Annual Report – 2018-2019 (a copy is available from Administration).

Recommendation:

The Council accept the Athabasca Watershed Council's 2018-2019 Annual Report, as information.

- Item # 5** From Alberta Municipal Affairs inquiring if the Town of Barrhead Council would like to meet with the Minister during the September 25 – 27, 2019 AUMA Fall Convention.

Recommendation:

That Council instructs Administration to advise Alberta Municipal Affairs on the topics of discussion for the meeting with the Minister of Municipal Affairs during the September 25 – 27, 2019 AUMA Fall Convention.

- Item # 6** From the Fort Assiniboine & District Agricultural Society dated July 11, 2019 advising of their Annual Hamlet Hoedown and Rodeo on August 16 – 17, 2019 and inquiring if the Town of Barrhead would like to participate in the Parade.

Recommendation:

That Council advise Administration if any member of Council is willing to participate in the Fort Assiniboine & District Agricultural Society's Annual Hamlet Hoedown and Rodeo Parade on August 16, 2019.

- Item # 7** From the Barrhead & District Twinning Committee dated July 24, 2019 inviting Town Council to the September 20 – 21, 2019 annual Alberta/Japan Twinned Municipalities Association Conference.

The Twinning Committee will also be hosting a delegation from our Twinned Town of Kitami City. Tokoro Town Mr. Lida Shuji, Deputy Chair, Kitami City Council Mr. Taketushi Tsuji, General Director Tokoro Branch, Kitami City Mr. Kiyomi Hirata Director of Citizens Affairs Tokoro Branch Kitami City.

Recommendation:

That Council accept the correspondence from the Barrhead & District Twinning Committee dated July 24, 2019, as information and any member of Council able to attend advise the Twinning Committee Chair of their attendance at the September 20 – 21, 2019 Conference.

- Item # 8** From Barrhead & District Family and Community Support Services Society dated July 26, 2019 informing of the annual FASD Awareness Mock-Tail Challenge to be held on Main Street on September 19, 2019.

Recommendation:

That Council accept the letter from the Barrhead & District Family and Community Support Services Society dated July 26, 2019 regarding the FASD Awareness Mock-Tail Challenge, as information.

Item # 9 From Barrhead & District Family and Community Support Services Society dated July 26, 2019 requesting that the Town of Barrhead proclaim Monday September 9, 2019 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day.

Recommendation:

That Council proclaims September 9, 2019 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day.

Item # 10 From Cerebral Palsy Association in Alberta dated July 31, 2019 requesting the Town of Barrhead to proclaim October 6, 2019 as World Cerebral Palsy Day.

Recommendation:

That Council proclaims October 6, 2019 as World Cerebral Palsy Day.

Item # 11 From Prostate Cancer Canada dated August 6, 2019 requesting municipalities to recognize September, 2019 as Prostate Cancer Awareness Month.

Recommendation:

That Council proclaim September 2019 as Prostate Cancer Awareness Month.

(original signed by the C.A.O.)

Edward LeBlanc
CAO



www.cn.ca

Corporate Services

Stephen Covey
Chief of Police
and Chief Security Officer

935 de La Gauchetière Street West
15th Floor
Montreal, Quebec H3B 2M9
Canada

Services corporatifs

Chef de la Police
et de la sécurité

935 rue de La Gauchetière Ouest
15^e étage
Montréal (Québec) H3B 2M9
Canada

June 28, 2019

RECEIVED

JUL 09 2019

Office of the Clerk
Town of Barrhead
P.O. Box 4189
Barrhead AB T7N 1A2

Dear Sir / Madam:

2019 is a very special year for CN as it marks our 100th anniversary. From the start, on June 6, 1919, safety has always been a core value at CN.

We are on a journey to become the safest railroad in North America. In addition to reinforcing a strong safety culture among our 25,000 employees, we collaborate with communities and local authorities to help prevent accidents and injuries at rail crossings, and ensure everyone's safety on and around railroad infrastructure.

This year, **Rail Safety Week** will be held in Canada from **September 23-29**. Hand in hand with *Operation Lifesaver*, CN Police Service officers and other CN employees will be in communities conducting hundreds of safety initiatives throughout the week. As proud partners, our commitment is to keep communities safe by raising rail safety awareness year-round.

Safety is a shared responsibility

Rail safety is everyone's responsibility. By looking out for each other and working together, we can help keep our communities safe and prevent fatalities and injuries on or near railway property.

Your council can be a powerful ally in this effort to save lives by adopting the enclosed draft resolution. Please send a copy of your resolution by mail or by e-mail to sandra.orsini@cn.ca and let us know how you will be promoting rail safety in your community this year.

For additional information about Rail Safety Week 2019, please consult www.cn.ca/railsafety or www.operationlifesaver.ca.

Yours sincerely,

Stephen Covey

Encl.



(Draft Resolution)

RESOLUTION IN SUPPORT OF RAIL SAFETY WEEK

Whereas *Rail Safety Week* is to be held across Canada from September 23 to 29, 2019;

Whereas it is in the public's interest to raise citizens' awareness of the dangers of ignoring safety warnings at level crossings and trespassing on rail property to reduce avoidable deaths, injuries and damage caused by incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor

seconded by Councillor

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 23 to 29, 2019.

July 19, 2019

Mayor David McKenzie
Town of Barrhead
5014-50 Avenue
Box 4189
Barrhead, AB T7N 1A2



RECEIVED
JUL 26 2019

Dear Mayor McKenzie and Council,

For many organizations, summer provides a time to reflect on the past year and plan for upcoming endeavors. On that note, we are very pleased to enclose our Annual Report highlighting the achievements the Athabasca Watershed Council has made in the 2018-19 fiscal year. Athabasca Watershed Council now boasts our largest multi-stakeholder Board of Directors ever!

Even though we have broad representation within our Board of Directors, we still have vacancies in the following seats and if you know of anyone that would like to become involved, please have them apply online through our website <https://awc-wpac.ca/get-involved>.

- Indigenous
- Indigenous Alternate
- Industry – Agriculture & Agriculture Alternate
- Oil & Gas, Forestry, Health or Environment Alternates

As you can see in the Annual Report, we have had a busy year! On May 25, 2019, we hosted our AGM in Hinton and we were so pleased that many of our watershed Municipalities were able to send representatives. It shows us that our Municipal partners are eager to collaborate with us on the multiple emerging issues around water we're facing in the Athabasca watershed. Municipalities are getting involved in the following ways to achieve the common goals of the *Water for Life Strategy: Safe, secure drinking water; Healthy aquatic ecosystems; Reliable quantity and quality for a sustainable economy:*

- Become an Organizational Member (free) as it allows you to vote at our AGM and potentially sit on our Board of Directors.
- Subscribe to our newsletter to stay informed on happenings in our Council and the Athabasca Watershed.
- Invite us to your related events and meetings. We can help educate your audience on watershed issues.
- Ask for a letter of recommendation or have us partner with you for your water-related projects.
- Make a financial contribution to our operations. We will use your dollars to create educational outreach programming, collaborative management projects, and create new initiatives such as community-based monitoring programs.

Thank you in advance for your support.

Sincerely,

Janet Pomeroy CMA, CPA, CAE
Executive Director

Attachments: 2018-19 Annual Report, Board of Directors List – June 28, 2019



Athabasca
WATERSHED COUNCIL



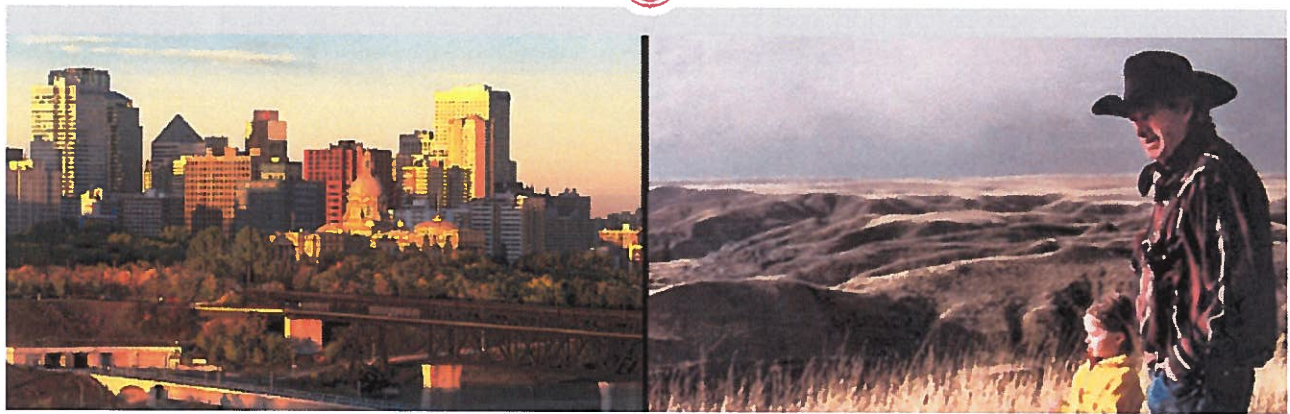
ANNUAL REPORT

2018-2019

AWC-WPAC.CA

From: Becca Barrington <coordinator@acaging.ca>
Sent: July 17, 2019 1:52 PM
To: Becca Barrington
Subject: October 1: Join Alberta Council on Aging in declaring International Day of Older Persons in your community!

Alberta Council on Aging



October 1: Join Alberta Council on Aging in declaring International Day of Older Persons in your community!

In 1990, the United Nations declared International Day of Older Persons to bring awareness to, and to celebrate older persons.

International Day of Older Persons was formally recognized in Alberta in 2017 through a minister declaration, and since then communities across Alberta have joined the movement and made their own proclamations.

This day gives us the opportunity to:

- Recognize and acknowledge older Albertans and their contributions to our communities;
- Raise awareness about seniors' interests and concerns; and
- Address misconceptions about older persons and aging.

What can you do?

- **Declare International Day of Older Persons**
Celebrate the many ages in your community through a International Day of Older Persons.
- **Host an Event**
Invite members of your community to join you at the p
tea, lunch, or an afternoon of local entertainment!
- **Promote #LetsStopAgeism**
Alberta Council on Aging has launched their Let's Stop
on. Our media kit has a variety of resources to help yo
Learn more: acaging.ca/lets-stop-ageism/

I am looking forward to hearing about your commitment and h

Sincerely,

Becca Barrington

Campaign Coordinator, Lets Stop Ageism Campaign

Alberta Council on Aging

Who We Are

For over 52 years, Alberta Council on Aging has advised local, provincial, federal governments; the general public about matters relating to the opportunity for full and equal participation of older persons living in Alberta and Canada.

The council encourages and enacts seniors' full participation in all aspects of community through inclusion, education and advocacy.

Copyright © 2019 Alberta Council on Aging, All rights reserved.

If you would no longer like to receive emails from Alberta Council on Aging [click here](#).

Our mailing address is:

Alberta Council on Aging
Box 62099
Edmonton, AB T5M 4B5
Canada



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR97922

Dear Chief Elected Officers and Chief Administrative Officers,

I am writing regarding a potential opportunity for municipal officials and representatives to meet with the Minister of Municipal Affairs, the Honourable Kaycee Madu, at the 2019 Alberta Urban Municipalities Association (AUMA) fall convention and trade show. This year, the fall convention and trade show is scheduled for September 25 to 27, 2019, and will be held at the Edmonton Conference Centre.

Should your council wish to meet with Minister Madu at the 2019 AUMA Fall Convention, I invite you to submit your meeting request via email to Katie Neufeld (katie.neufeld@gov.ab.ca) on or before **Friday, August 23, 2019**.

In your meeting request, please be sure to include two to three policy items or issues you would like to discuss, as well as a rough approximation of how many people will attend the meeting on behalf of your municipality. In order to plan effectively for the Minister's time at the convention, we will not be able to consider requests that arrive past the August 23 deadline, nor honour requests that do not include agenda items.

We generally receive more requests to meet with the Minister than can be reasonably accommodated over the course of the convention. Therefore, to ensure suitable consideration of your request, please be mindful of the following criteria:

- Policy items or issues directly relevant to the Minister of Municipal Affairs and the department will be given priority.
- Distance from Edmonton - Municipalities located within the Capital Region can be more easily accommodated throughout the year; therefore, priority will be given to requests from municipalities at a distance from Edmonton and those municipalities with which Minister Madu has not yet had an opportunity to meet.

The length of meeting time with the Minister at the AUMA convention is scheduled for approximately 20 minutes per municipality. This allows the Minister the opportunity to engage with as many municipalities as possible.

.../2

All municipalities submitting meeting requests will be notified the week of September 9, 2019, as to the status of their request.

Our ministry will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities we are unable to accommodate during the fall convention.

Regards,

A handwritten signature in black ink, appearing to be 'Bill Bewick', with a long horizontal stroke extending to the right.

Bill Bewick
Chief of Staff to Hon. Kaycee Madu
Minister of Municipal Affairs



ALBERTA

CULTURE, MULTICULTURALISM AND STATUS OF WOMEN

Office of the Minister

RECEIVED

JUL 19 2019

July 11, 2019

His Worship David McKenzie
Mayor
Town of Barrhead
PO Box 4189
Barrhead, AB T7N 1A2

Dear Mayor McKenzie:

Our communities are made stronger, more welcoming places to live, work and raise a family thanks to selfless contributions of Alberta's volunteers. Each day, these remarkable Albertans give freely of their time and talents to make a difference in the lives of neighbours, friends and people they may never meet. They are the driving force that builds a vibrant civil society in our province.

The Government of Alberta is proud to honour the contributions of Alberta's amazing volunteers and celebrate their achievements through the presentation of the Stars of Alberta Volunteer Awards. The 2019 awards nominations are now open and you can help recognize the remarkable volunteers in your community by submitting a nomination and by encouraging local organizations and individuals to do the same. Share the stories of how volunteers are making your community a better place, one good deed at a time.

Six awards, two in each category of youth, adult, and senior, are presented annually on International Volunteer Day, December 5, at Government House in Edmonton. Albertans whose volunteer efforts have contributed to the well-being of their communities are eligible to be nominated.

Full information, including a nomination form and a downloadable promotional poster suitable for printing or placement on your community website, can be found on the Stars of Alberta website at www.alberta.ca/stars-awards. The deadline for nominations is September 20, 2019.

Thank you for your support of Alberta volunteers and the Stars of Alberta Volunteer Awards!

Sincerely,

Leela Sharon Aheer
Minister

cc: Honourable Kaycee Madu
Minister of Municipal Affairs

RECEIVED

JUL 17 2019

Fort Assiniboine & District Agricultural Society

Box 360

Fort Assiniboine, AB T0G 1A0

fortagsociety@mcsnet.ca

July 11, 2019

RE: HAMLET HOEDOWN & RODEO PARADE

The Fort Assiniboine and District Agricultural Society is hosting their Annual Hamlet Hoedown and Rodeo on August 16th and 17th, 2018. Our group would like to invite you to attend our parade that will be on Saturday, August 17th at approximately 10:30 am. We welcome all Floats, UTV's, Vehicles, Walkers, Bicycles, and Animals. This year's theme is "Bloomin' Hoedown". If this is something you would like to participate in, the muster point is the Fort Assiniboine School grounds. Please be there by 9:30 a.m. to ensure we can have the parade started on time.

Sincerely,

Sharon Ainslie
Secretary/Treasurer
780-584-3874

James Aitken
President
780-284-0359



Barrhead & District Twinning Committee

Town and County of Barrhead, c/o Box 4189, Barrhead, Alberta T7N 1A2
Telephone: (780) 674-3301 Fax: (780) 674-5648



July 24, 2019

Dear Mayor McKenzie and Council Member;

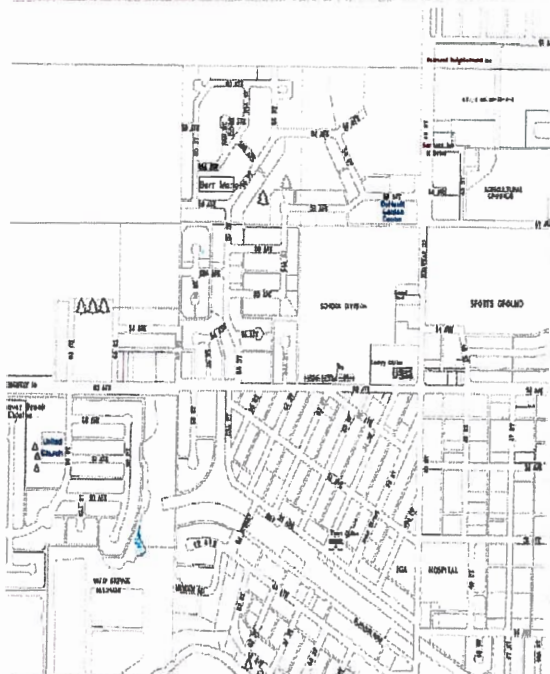
On behalf of the Barrhead & District Twinning Committee, we invite you to join us on September 20 & 21, 2019 in Barrhead as we host the annual Alberta/Japan Twinned Municipalities Association Conference.

Friday September 20 at 6:30 pm the Barrhead & District Twinning Committee will host a meet and greet at our DeHerdt Garden Center located at 5706 -49th Street, with all our friends, old and new, from the many twinned municipalities throughout Alberta. We would also ask if you Mayor McKenzie, would honor us with welcoming remarks at the meet and greet on Friday evening.

Saturday morning between 7:30 am – 9:00 am registration will continue and a continental breakfast will be served at the Barrhead United Church, 5102-60th Street. After breakfast the program for the day will begin; with the parade of flags, opening greeting, followed by a very informative program of speakers and ending with lunch and the Annual General Meeting in the afternoon. We look forward to your joining us in September.

Sincerely,

Shelley Oswald
Shelley Oswald
Chairperson



**2019 Alberta/Japan
Twinned
Municipalities
Conference**

September 20-21 2019

Barrhead, Alberta

**Barrhead & District
Twinning committee**



Hotel Accommodations

Barrhead Neighbourhood Inn

Highway 33 and 61 Avenue

Reservations: 1-800-216-7210

Room Rate: \$109.00 (Double)
\$ 103.00 (Single)

Barrhead Inn & Suites

5905 -49th Street (Hwy 33)

Reservations : 1-780-674-7521

Room Rate: \$110.00/night

NOTE:

The Town has blocked booked 15 rooms at the Barrhead Inn and Suites and 25 rooms at the Barrhead Neighbourhood Inn. All rooms must be confirmed 2 weeks prior to the event.

Conference Fee: \$120.00 (includes GST)
(includes Meet and Greet)

Extra Meet & Greet Tickets: \$20.00 (includes GST)

CONFERENCE AGENDA

Welcome to the 2019 Alberta/Japan
Twinned Municipalities Association
(A/JTMA) Conference.

Please join us in the celebration of
international friendship with our
twinned towns.

FRIDAY SEPTEMBER 20

Meet & Greet Reception

Deherdt Garden Center
5706-49th Street

Registration 6:30 pm to 7:00 pm

Reception: 7:00pm

Welcoming Remarks 7:15pm

Entertainment to follow
by local musical group
"Blind Dog Revival"

(Finger foods and Refreshments will
be served) (cash bar will be available)

SATURDAY SEPTEMBER 21

Barrhead United Church
5102-60th Street

7:30 am - 9:00 Am Registration
and continental breakfast

9:00 am Opening Ceremonies
Parade of Flags

Opening Greetings from

Conference Chair Shelley Oswald
Consul General Kobayashi
Kitami City Officials
President Roy Kariatsumari

10:00 Group Picture
Refreshment Break

Guest Speakers:

10:30 Caroline Lyster
(Former English
Teacher in Tokoro)

11:00 Robbie Jevne & Shelley Weaver
(Student Host Experiences)

11:30 Mr. Bill Lee

12:00-1:00 Lunch

1:00 - 2:30 pm AGM

Closing Remarks
THANK YOU FOR COMING



July 26, 2019

Town of Barrhead
5014-50 Street
Box 4189 Barrhead, AB T7N 1A2

Dear Town Council,

I am writing to inform you of our upcoming annual FASD Awareness Mock-Tail Challenge in Barrhead on **Monday, September 9th, 2019**

Fetal Alcohol Spectrum Disorder (FASD) is caused when a fetus is exposed to alcohol during fetal development. Alcohol in pregnancy impedes fetal brain development, affecting intelligence, learning skills and behaviour. Fetal Alcohol Spectrum Disorders are the most common, most expensive, yet most preventable of all mental disorders in the industrialized world.

We are inviting you to join us on Monday, September 9th to participate in a mocktail challenge on main street. Businesses create a mock-tail of their choice to serve outside their place of business from 12pm-1pm and have it judged by our professionals to see who serves up the best non-alcoholic drink. Our goal is to fill the sidewalks of main street with tasty mock-tails and bring awareness to the community that no alcohol during pregnancy is best.

I look forward to seeing you tasting our community's best Mocktails!

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Cheri Jantz'.

Cheri Jantz
FASD Support Worker
Thrive Outreach Mentor
780-674-3341
thrivefcss@gmail.com

Box 4616 – 5115-45 St
Barrhead, Alberta
T7N 1A5

Phone: 780-674-3341
Fax: 780-674-4571
fcssbar@telusplanet.net
www.fcssbarrhead.com

RECEIVED

JUL 31 2019

Barrhead & District Family and Community Support Services Society



July 26, 2019

Town of Barrhead
5014-50 Ave
Box 4189
Barrhead, AB T7N 1A2

Your Worship Mayor Dave McKenzie,

On behalf of the community of Barrhead, I am writing to request that you officially proclaim Monday September 9th, 2019 at 9:00am as FASD Awareness Day. Across Canada and around the world we will be joined by numerous communities participating in FASD Awareness Day.

Fetal Alcohol Spectrum Disorder (FASD) is a preventable, lifelong disability resulting from prenatal exposure to alcohol that has no cure. While there are no statistics on the prevalence of FASD in Canada or Alberta, research estimates that 9 in every 1,000 babies are born with FASD. In Alberta, this means that there are more than 36,000 Albertans with FASD, and an estimated 450 babies are born with the disorder every year.

A child with FASD grows up to be an adult with FASD. Individuals with FASD may require extensive support and services related to health, mental health, social services, education and training, justice, addictions, and family supports throughout their lives.

Barrhead Family and Community Support Services support and advocate for individuals and families living with FASD.

On September 9th we are asking the world to remember that during the nine months of pregnancy, a woman and her baby should remain alcohol free.

Please let me know if you are able to read the attached proclamation on September 9th at 9am at the Barrhead Gazebo, it would be an honor to have you present.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Cheri Jantz', is written over a light blue horizontal line.

Cheri Jantz
FASD Support Worker
Barrhead FCSS

Box 4616 – 5115-45 St
Barrhead, Alberta
T7N 1A5

Phone: 780-674-3341
Fax: 780-674-4571
fcssbar@telusplanet.net
www.fcssbarrhead.com

International FASD Awareness Day
Monday, September 9th, 2019

Proclamation Fetal Alcohol Spectrum Disorder

Whereas: children are our most important asset and it is our responsibility to care for, nurture and protect them; and

Whereas: Individuals with FASD in Barrhead and surrounding areas may require extensive support and services related to health, mental health, social services, education and training, justice, addictions, and family supports throughout their lives.

Whereas: FASD is a preventable disability and a national health concern for individuals, families, communities, and society-at-large; and

Whereas: in order to reduce the incidence of FASD, it is essential communities provide women and their partners with support and information; and

Whereas: parent, professionals, individuals living with FASD, and other people will observe International FASD Awareness Day on September 9th, 2019.

Therefore: I, Dave McKenzie, Mayor of Barrhead, on behalf of the Barrhead Town Council and the people of our town, do hereby proclaim September 9th, 2019 as Fetal Alcohol Spectrum Awareness Day in the town of Barrhead. I encourage everyone in our community to act with compassion and understanding towards those individuals whose lives were affected by alcohol before they were born and to support pregnant women, and those who may become pregnant, to have a healthy pregnancy.



RECEIVED

AUG 07 2019

July 31, 2019

Mayor David McKenzie
Box 4189
Barrhead, AB
T7N 1A2

Dear Mayor McKenzie,

Since 2012, communities across Alberta have come together to recognize World Cerebral Palsy Day. This annual event is designed to raise public awareness about the serious challenges that remain for people affected by cerebral palsy.

To help us achieve this goal in communities across Alberta, we would like to request a proclamation of World Cerebral Palsy Day be made in your community to help us raise awareness locally and to mark this important event.

World Cerebral Palsy Day is **October 6, 2019** and if possible, we request the proclamation be made for this day.

Proclamations can be shared through social media and website, through local newspapers or magazines. **The Cerebral Palsy Association in Alberta services over 3900 members across the province, including Barrhead.** By proclaiming World CP Day in your community, we can work together to create a bright, more just and sustainable future for all Albertans; empowering men, women and children with cerebral palsy to love, learn, laugh and live as full citizens.

Together we make a difference!

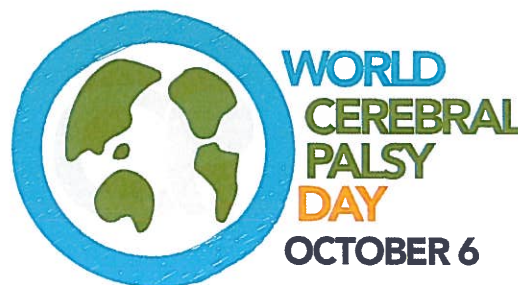
The Cerebral Palsy Association in Alberta offers innovative opportunities for community inclusion, and takes a proactive stance in building capacity for persons with disabilities. Placing the utmost value on respect and dignity, the CPAA empowers members to live a Life Without Limits. Members have access to informed and compassionate support services, health and wellness activities and community advocacy.

Thank you for helping us to create a **Life Without Limits**. I look forward to hearing from you.

A proclamation template is available on our website: <https://www.cpalberta.com/world-cp-day>


Respectfully,

Mezaun Lakha-Evin
Associate Executive Director
Cerebral Palsy Association in Alberta
12001 44 Street SE, Calgary, AB T2Z 4G9
www.cpalberta.com 1-800-363-2807



Giving Back

Whether it is the gift of time or money, your generous support helps the CPAA further our mission of creating a Life without Limits for people with disabilities.



Visit
CPAlberta.com
to learn more

Recycling Program

Our donation bins, attended donation stations and home pickup options allow you to donate your clothing, household items, small electronics and recyclable beverage containers simply and easily. Your community or organization can also contact us to host a clothing drive!

Volunteer

The CPAA would not be able to put on the calibre or number of events each year without the support of our many dedicated volunteers. Volunteers have a hand in empowering a Life without Limits for clients with cerebral palsy and other disabilities.

Other Ways to Give

The programs and services we offer are made possible through the generosity of our donors and supporters. Your donation of a financial gift, event sponsorship, participation in our clothing or bottle recycling programs, makes our work possible. Thank you!

CEREBRAL PALSY ASSOCIATION IN ALBERTA



Life Without Limits Abilities Centre

12001 - 44 St SE

Calgary, AB T2Z 4G9

Phone: 403.543.1161

Toll-Free: 1.800.363.2807

Fax: 403.543.1168

Email: admin@cpalberta.com

Edmonton

Phone: 780.477.8030

Toll-Free: 1.888.477.8030

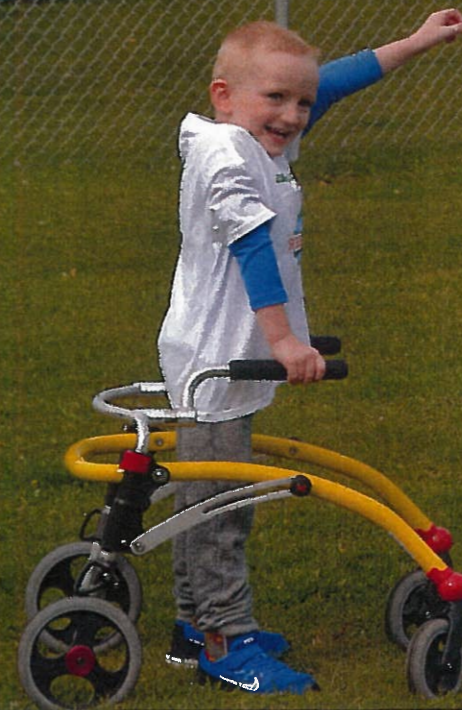
www.cpalberta.com

CEREBRAL PALSY ASSOCIATION IN ALBERTA



Making a difference

by enriching and supporting the lives of those
with cerebral palsy and other disabilities.





Our Mission

The CPAA makes a difference by enriching and supporting the lives of those with cerebral palsy and other disabilities.

Through our programs and services, we advocate and promote awareness, acceptance and understanding for persons with disabilities to live, learn and work in the community.

1 out of every 400

Canadians are diagnosed with cerebral palsy and it is the most common physical disability in children.



Advocacy and Awareness

People with disabilities often face stigmas and challenges in affordable and accessible housing, transportation, health care and employment. The CPAA is a collaborative partner with government, disability agencies and the community in addressing these issues. We also advocate, monitor, research and identify policy risks, threats, vulnerabilities, trends and opportunities that may affect our clients.

The CPAA educates and raises awareness through partnerships with United Cerebral Palsy (UCP) and NeuroDevNet. We are a leader in global initiatives such as World CP Day and Steptember.

What is Cerebral Palsy?

Cerebral palsy (CP) refers to a group of disorders in the development of motor control and posture, occurring as a result of a non-progressive impairment of the developing central nervous system. The motor disorders of CP can be accompanied by disturbances of sensation, cognition, communication, perception, and/or seizure disorders.



65,000

Canadians with cerebral palsy

Programs and Services

The CPAA offers programs and services that help people with disabilities to play an active role in their communities. We offer programs in areas such as art, dance, music, yoga, horticulture, cooking and more. These classes provide essential social interaction and participation in healthy activities in nurturing environments.

Support

Through our support services and advocacy, the CPAA is a valuable resource for families and persons with disabilities. The CPAA provides:

- Counselling services
- Funding request program
- Youth transition services
- Referrals and information
- Socialization groups

Vacation without Limits

We have a custom-built home in Raymond Shores Resort on Gull Lake, AB that is completely accessible, at very reasonable rates, and open to families with or without disabilities.

Edward LeBlanc

From: Dave McKenzie
Sent: August 6, 2019 11:41 AM
To: Edward LeBlanc
Subject: Fwd: Support local families facing prostate cancer / Appuyer les familles locales qui doivent lutter contre le cancer de la prostate

Dave McKenzie
Mayor
Town of Barrhead
Cell: 780-305-9843
Email: dmckenzie@barrhead.ca
www.barrhead.ca



Barrhead...A Quality Community...With A Quality Lifestyle

Begin forwarded message:

From: Prostate Cancer Canada <pccmail@prostatecancer.ca>
Date: August 6, 2019 at 9:03:49 AM MDT
To: David McKenzie <dmckenzie@barrhead.ca>
Subject: Support local families facing prostate cancer / Appuyer les familles locales qui doivent lutter contre le cancer de la prostate
Reply-To: Prostate Cancer Canada <pccmail@prostatecancer.ca>

[View in your browser](#) / [Consulez la version en ligne](#)



Dear Mayor David McKenzie,

Every day, an average of 11 Canadian men die from prostate cancer. It affects countless Canadian families. We need to encourage more conversations to increase awareness so we can save and improve more lives.

In Prostate Cancer Canada's 25th year, we're celebrating the fact that **the mortality rate has been cut in half** during that time, and are working to decrease the death rate another 50 per cent by 2029. We need your support to spread awareness and help us reach this important goal.

September is Prostate Cancer Awareness Month. Please help us work toward a life without prostate cancer: Join other communities across Canada and **recognize September 2019 as Prostate Cancer Awareness Month. Together we will save and improve more lives.**

A template proclamation can be found below for your reference.

Eagerly awaiting your response,
Prostate Cancer Canada

[Download the proclamation template](#)

Eagerly awaiting your response,
Prostate Cancer Canada

Maire/Mairesse David McKenzie,

En moyenne 11 hommes meurent quotidiennement du cancer de la prostate au Canada. Cette maladie touche d'innombrables familles canadiennes. Nous devons encourager les conversations sur le sujet pour sauver et améliorer plus de vies.

En ce 25^e anniversaire de Cancer de la Prostate Canada, nous célébrons le fait que **le taux de mortalité a diminué de moitié** pendant cette période et nous nous efforçons de diminuer encore de moitié le taux de mortalité d'ici 2029. Nous avons besoin de votre soutien pour accroître la sensibilisation et nous aider à atteindre cet objectif important.

Septembre est le Mois de la sensibilisation au cancer de la prostate. Nous vous demandons de nous aider à tendre vers une vie sans cancer de la prostate : joignez-vous à d'autres collectivités canadiennes et **faites savoir que septembre 2019 est le Mois de**

la sensibilisation au cancer de la prostate. Ensemble, nous sauverons et améliorerons plus de vies.

Vous trouverez ci-dessous, à titre indicatif, un modèle de proclamation.

Télécharger le modèle de proclamation

Nous attendrons votre réponse avec impatience,
Cancer de la Prostate Canada

Connect with us / Suivez-nous :



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Prostate Cancer Canada
2 Lombard St., 3rd Floor
Toronto, ON
M5C 1M1
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Toronto (Ontario) M5C 1M1
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