

Present

# AGENDA REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL TUESDAY, JUNE 14, 2022 AT 5:30 P.M. IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

Others	s Presei	nt					
Regret	t						
1.	Call to Order						
2.	Consi	deration of Agenda (Additions - Deletions)					
3.	Confi	rmation of Minutes					
	(a)	Regular Meeting Minutes – May 24, 2022					
4.	Public	c Hearings					
	(a)	There are no Public Hearings					
5.	Deleg	gations					
	(a)	Delegation at 5:30 p.m. – Sgt. Bob Dodds, RCMP Barrhead Detachment					
6.	Old B	Business					
	(a)	There is no Old Business					
7.	New 1	Business					
	(a)	Proclamation – June is Recreation & Parks Month					
	(b)	Revised Policy 12-016, the Corporate Purchasing Card Use Policy					
	(c)	Monthly Bank Statement – May 31, 2022					
	(d)	Electric Vehicle Charging Station					

Proposed New Blue Heron Bronzed Statue

(e)

#### 8. Reports

- (a) Council Reports
- (b) CAO Report
- (c) Council Action List to May 24, 2022

#### 9. Minutes

- (a) Family and Community Support Services Society April 21, 2022
- (b) Barrhead & District Social Housing Association March 22, 2022
- (c) Barrhead Exhibition Association and Agricultural Society May 24, 2022

#### 10. Bylaw

- (a) Bylaw 08-22, Fees and Rates Bylaw
- (b) Bylaw 09-22, Parks and Public Facilities Bylaw

#### 11. Correspondence Items

- (a) Letter dated April 13, 2022, from Mayor Sheila Gilmour, Town of Fox Creek
- (b) Letter dated May 16, 2022, from Mayor Dwight Kilpatrick, Town of Redcliff
- (c) Letter dated May 17, 2022, from Mayor Brian Holden, Town of Bon Accord
- (d) Letter dated May 25, 2022, from Mayor Debora Dueck, Town of Tofield
- (e) Letter dated May 26, 2022, from Mayor Debora Dueck, Town of Tofield
- (f) Email dated May 27, 2022, from Alberta Municipal Affairs
- (g) Letter dated June 2022, from M.P. Shannon Stubbs, Shadow Minister for Rural Economic Development and Rural Broadband Strategy
- (h) Email dated June 1, 2022, from Honourable Ron Orr, Minister of Culture
- (i) Email dated June 8, 2022, from Mayor Craig Snodgrass, Town of High River

#### 12. For the Good of Council

#### 13. Tabled Items

#### 14. Closed Session

(a) Pursuant to Section 16 – Land of the FOIP Act

#### 15. Adjourn

#### MINUTES OF THE REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL HELD TUESDAY, MAY 24, 2022, IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

**PRESENT** Mayor McKenzie, Crs. T. Assaf, D. Kluin, R. Klumph, A. Oswald, D. Smith and D.

Sawatzky

Officials: Ed LeBlanc, CAO and Jennifer Mantay, Director of Corporate Services,

Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader

**ABSENT** 

CALL TO

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

**AGENDA** The agenda was reviewed.

198-22 Moved by Cr. Smith that the agenda be accepted with the following addition and

deletions:

• Add - 8(a) Barrhead & Area Regional Crime Coalition (BARCC)

• Delete - 8(a) Chamber of Commerce

• Delete - 8(a) Community Futures Yellowhead East

#### CARRIED UNANIMOUSLY

### CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of May 10, 2022, were reviewed.

199-22 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of May

10, 2022 be accepted as presented.

#### **CARRIED UNANIMOUSLY**

**DELEGATION** 

Mayor McKenzie and Council virtually welcomed Ms. Michelle Jones and Ms. Ellen MacCormac from Community Futures Yellowhead East at 5:32 p.m.

Ms. Michelle Jones and Ms. Ellen MacCormac from Community Futures Yellowhead East, made a presentation to Town Council to review and discuss the 2021-2022

Annual Stakeholders Report.

**EXITED** Mayor McKenzie and Council thanked Ms. Michelle Jones and Ms. Ellen MacCormac

from Community Futures Yellowhead East for their presentation and she exited the

Chambers virtually at 5:57 p.m.

200-22 Moved by Cr. Assaf that Council accept Ms. Michelle Jones and Ms. Ellen MacCormac

from Community Futures Yellowhead East presentation on their 2021 - 2022 Annual

Stakeholders Report, as information.

#### CARRIED UNANIMOUSLY

# PAINTING OF CROSSWALK FOR PRIDE MONTH

Additional information relating to the request from Ms. Caitlin Clarke to paint the west side crosswalk of 50<sup>th</sup> Street and 50<sup>th</sup> Avenue intersection in rainbow colours representing the Pride flag for the LGBT2Q+ community honour of Pride month, was tabled from the May 10, 2022 Council Meeting, was reviewed.

201-22 Moved by Cr. Klumph that Council approve the rainbow crosswalk on Kowalski Way and 50<sup>th</sup> Avenue to commemorate Pride Month and that Council also acknowledge that

the rainbow has meaning to other traditions, faiths and cultures.

#### CARRIED UNANIMOUSLY

## TUESDAY, MAY 24, 2022, REGULAR COUNCIL MINUTES Page 2 of 4

#### FINANCIAL STATEMENT REPORT TO MARCH 31, 2022

For Council to approve the Financial Statement Report to March 31, 2022, as presented.

202-22 Moved by Cr. Sawatzky that Council approves the Financial Statement Report to March

31, 2022, as presented.

#### **CARRIED UNANIMOUSLY**

#### DRAFT 2022-2025 STRATEGIC PLAN

The Town of Barrhead's draft 2022-2025 Strategic Plan, was received.

203-22 Moved by Cr. Klumph that Council approve the Town of Barrhead's draft 2022-2025

Strategic Plan, as presented.

#### **CARRIED UNANIMOUSLY**

# FCSS 2021 ANNUAL REPORT

For Council to receive the Family & Community Support Services 2021 Annual Report,

as presented.

204-22 Moved by Cr. Kluin that Council receives the Family & Community Support Services

2021 Annual Report, as presented.

#### **CARRIED UNANIMOUSLY**

# MONTHLY BANK STATEMENT

The Monthly Bank Statement for the month ended April 30, 2022, was received.

205-22 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month

ended April 30, 2022, as presented.

#### CARRIED UNANIMOUSLY

#### PROCLAMATION – ALBERTA RURAL HEALTH WEEK MAY 30-JUNE 3

For Council to consider proclaiming the week of May 30 – June 3, 2022 as Alberta

Rural Health Week, was received.

206-22 Moved by Cr. Klumph that Council proclaim May 30 – June 3, 2022 as Alberta Rural

Health Week.

#### **CARRIED UNANIMOUSLY**

#### PROCLAMATION – NATIONAL ACCESSABILITY WEEK MAY 29-JUNE 4

For Council to consider proclaiming the week of May 29 – June 4, 2022 as National AccessAbility Week, was received.

207-22 Moved by Cr. Sawatzky that Council proclaim May 29 – June 4, 2022 as National

AccessAbility Week.

#### **CARRIED UNANIMOUSLY**

## TUESDAY, MAY 24, 2022, REGULAR COUNCIL MINUTES Page 3 of 4

### REPORTS TO COUNCIL

The following Reports to Council as of May 24, 2022, were reviewed:

- Barrhead Cares Coalition
- Barrhead & Area Regional Crime Coalition (BARCC)
- Family & Community Support Services Society
- Library Board
- Moved by Cr. Kluin that the following Reports to Council as of May 24, 2022, be accepted as information:
  - Barrhead Cares Coalition
  - Barrhead & Area Regional Crime Coalition (BARCC)
  - Family & Community Support Services Society
  - Library Board

#### **CARRIED UNANIMOUSLY**

209-22 Moved by Cr. Klumph that Council rescind Cr. Sawatzky's appointment as an alternate member of the Library Board.

#### **CARRIED UNANIMOUSLY**

## CORRESPONDENCE ITEMS

The following correspondence items were reviewed:

Letter dated May 9, 2022, from Mayor Jack Van Rijn, Town of Coaldale, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity.

Letter dated May 9, 2022, from Mayor Cheryl Calinoiu, Town of Mundare, regarding that the Town of Mundare Council are not in support of the Alberta Provincial Police Service Transition.

210-22 Moved by Cr. Smith that Council accepts the following correspondence, as information:

- (a) letter dated May 9, 2022, from Mayor Jack Van Rijn, Town of Coaldale, regarding encouraging the Commission to perform a review of the rising utility fees for both natural gas and electricity.
- (b) letter dated May 9, 2022, from Mayor Cheryl Calinoiu, Town of Mundare, regarding that the Town of Mundare Council are not in support of the Alberta Provincial Police Service Transition.

#### CARRIED UNANIMOUSLY

## FOR THE GOOD OF COUNCIL

Cr. Kluin congratulated the Barrhead Composite High School Band, their performance won the Westlock competition and will be representing Barrhead in Red Deer.

Cr. Klumph commended the Parks and Recreation Department for clearing all the walking trails near the ravine. Cr. Oswald repeated these comments.

Cr. Assaf commended the Public Works Department on the Annual Spring Clean-up.

#### **RECESSED**

211-22 Moved by Cr. Smith to recess the meeting at 7:01 p.m.

#### **CARRIED UNANIMOUSLY**

# TUESDAY, MAY 24, 2022, REGULAR COUNCIL MINUTES Page 4 of 4

Moved by Cr. Smith to reconvene the meeting at 7:25 p.m.
CARRIED UNANIMOUSLY
– N 16
Moved by Cr. Assaf that Council come go in closed session at 7:25 p.m.
CARRIED UNANIMOUSLY
ESSION
Moved by Cr. Kluin that Council come out of closed session at 7:35 p.m.
CARRIED UNANIMOUSLY
Moved by Cr. Smith that the Council Meeting be adjourned at 7:37 p.m.
CARRIED UNANIMOUSLY
TOWN OF BARRHEAD
Mayor, David McKenzie
CAO, Edward LeBlanc



### REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: 5:30 p.m. Delegation- Sgt. R.W.(Bob) Dodds, representing the Barrhead

Detachment, RCMP

#### 1.0 PURPOSE:

Sergeant Dodds' regular appointment of presenting the Community Policing Report representing January to March: 2018 – 2022.

#### 2.0 BACKGROUND AND DISCUSSION:

Sergeant Dodds presents this information and data on a regular basis to Council.

#### 3.0 ALTERNATIVES:

- 3.1 Council accept Sergeant Dodds' presentation on the Barrhead Provincial Detachment Crime Statistics Report from January to March 2018 to 2022, as information.
- 3.2 Council tables the Barrhead Provincial Detachment Crime Statistics Report from January to March- 2018 to 2022 and request further information from Sergeant Dodds.

#### 4.0 **FINANCIAL IMPLICATIONS**:

Not Applicable

#### 5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

#### 6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

#### 7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

#### 8.0 <u>ATTACHMENTS:</u>

- 8.1 Letter dated May 25, 2022 from the RCMP Barrhead Detachment
- 8.2 Crime Statistics Report January to March 2018 2022
- 8.3 RCMPP Body-worn camera information sheet
- 8.4 The Alberta RCMP App information sheet

#### 9.0 **RECOMMENDATION**:

Council accept Sergeant Dodds' presentation on the Barrhead Provincial Detachment Crime Statistics Report from January to March - 2018 to 2022, as information.

(original signed by the CAO) Edward LeBlanc CAO









May 25, 2022

Sergeant R.W. Dodds Detachment Commander Barrhead, Alberta

Dear Mr. McKenzie,

Please find attached the quarterly Community Policing Report for Barrhead Detachment. This report serves to provide an overview of the human resources, financial data, and crime statistics for the January 1<sup>st</sup> to March 31<sup>st</sup>, 2022 reporting period. Community engagement remains a top priority for the Alberta RCMP, and the consistent delivery of these quarterly reports is but one of a number of projects we have underway. Our Body Worn Camera program and our new mobile app for iOS and Android devices are two other initiatives that ensure we remain transparent and accountable to you for the work we do.

Body Worn Cameras increase the transparency of police interactions with citizens. Included in this Community Policing Report package is an updated overview on Body Worn Cameras, which will enter into a field test phase later this year. As mentioned in previous correspondence, the Federal Government recognizes that this was not in the multi-year financial plans for Contract Partners, and thus has agreed to fund the first 3 years of the roll-out. This has allowed some time for Contract Partners to factor this into their future planning processes (i.e. MYFP). As we are currently awaiting the vendor procurement process to finalize, we are unable to provide community-specific cost estimates. Once costing is confirmed, we will provide financial forecasting to our communities with Municipal Policing Service Agreements.

Alberta RCMP has launched a new mobile app for iOS and Android devices, that allows for Albertans to access information without delay. The app is available as a free download through Apple or Google Play, and will provide your community members with online access to news, crime reporting, detachment locations, crime mapping and statistics. The app also contains links to partner law enforcement services, mental health supports, Crime Stoppers and connects to Alberta RCMP social media accounts. Even though the app provides convenient links to Alberta RCMP social media accounts, it will not replace other methods of crime reporting, engagement, or emergency assistance. I solicit your support to remind all of your community members that social media posts or use of other third-party crime apps are not









appropriate ways to report a crime. The Alberta RCMP app complies with Canadian privacy laws for mobile apps set out by the Office of the Privacy Commissioner of Canada and the Office of the Information and Privacy Commissioner of Alberta and will not track or monitor users in any way.

The attached reporting and attachments, along with your valued feedback and guidance, will reinforce your policing priorities and help ensure we are meeting the growing and shifting demands of your community. As the Chief of Police in your community, I sincerely appreciate and encourage you to reach out with any questions or concerns.

Sincerely,

(R.W. Dodds) Sgt.

NCO i/c Barrhead Detachment, RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

#### Barrhead Provincial Detachment Crime Statistics (Actual) January to March: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

April 6, 2022

All categories contain "Attempted" and/o	r "Completed"								April 6, 2022
CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		2	1	0	0	0	-100%	N/A	-0.5
Robbery		0	0	1	2	0	N/A	-100%	0.2
Sexual Assaults	~	1	0	6	3	5	400%	67%	1.1
Other Sexual Offences		0	2	4	7	2	N/A	-71%	0.9
Assault	~	15	22	18	15	20	33%	33%	0.3
Kidnapping/Hostage/Abduction		3	2	0	0	0	-100%	N/A	-0.8
Extortion	<u></u>	6	2	0	1	1	-83%	0%	-1.1
Criminal Harassment	$\sim$	8	12	9	12	3	-63%	-75%	-1.0
Uttering Threats		9	9	20	5	7	-22%	40%	-0.8
TOTAL PERSONS		44	50	58	45	38	-14%	-16%	-1.7
Break & Enter	<u> </u>	29	16	23	24	25	-14%	4%	0.0
Theft of Motor Vehicle		21	10	5	7	12	-43%	71%	-2.1
Theft Over \$5,000	/	0	2	2	3	1	N/A	-67%	0.3
Theft Under \$5,000		46	55	51	29	32	-30%	10%	-5.4
Possn Stn Goods		8	10	9	6	3	-63%	-50%	-1.4
Fraud	<b>\</b>	13	9	11	19	15	15%	-21%	1.4
Arson		2	3	4	0	2	0%	N/A	-0.3
Mischief - Damage To Property		0	0	11	15	17	N/A	13%	4.9
Mischief - Other	1	18	26	2	4	3	-83%	-25%	-5.2
TOTAL PROPERTY		137	131	118	107	110	-20%	3%	-7.8
Offensive Weapons	\ <u>\</u>	9	1	3	6	2	-78%	-67%	-0.9
Disturbing the peace	<b>~</b>	3	6	5	3	6	100%	100%	0.3
Fail to Comply & Breaches	~	30	37	24	11	9	-70%	-18%	-6.8
OTHER CRIMINAL CODE		11	7	11	11	11	0%	0%	0.4
TOTAL OTHER CRIMINAL CODE		53	51	43	31	28	-47%	-10%	-7.0
TOTAL CRIMINAL CODE		234	232	219	183	176	-25%	-4%	-16.5



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

#### Barrhead Provincial Detachment Crime Statistics (Actual) January to March: 2018 - 2022

April 6, 2022

All categories contain "Attempted" and/or "Co	ompleted"								April 6, 2022
CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	4	4	6	6	-14%	0%	0.0
Drug Enforcement - Trafficking	<b>\</b>	5	1	0	3	3	-40%	0%	-0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs	>	12	5	4	9	9	-25%	0%	-0.2
Cannabis Enforcement	$\wedge$	0	2	0	1	0	N/A	-100%	-0.1
Federal - General		1	1	2	1	1	0%	0%	0.0
TOTAL FEDERAL	<b>\</b>	13	8	6	11	10	-23%	-9%	-0.3
Liquor Act	<u> </u>	1	6	3	2	2	100%	0%	-0.2
Cannabis Act	$\wedge$	0	4	1	0	0	N/A	N/A	-0.4
Mental Health Act		31	31	28	25	21	-32%	-16%	-2.6
Other Provincial Stats	<b>~</b>	19	31	29	41	25	32%	-39%	2.2
Total Provincial Stats	~	51	72	61	68	48	-6%	-29%	-1.0
Municipal By-laws Traffic	$\wedge\wedge$	0	1	0	1	0	N/A	-100%	0.0
Municipal By-laws	~	1	6	3	6	11	1000%	83%	2.0
Total Municipal	~	1	7	3	7	11	1000%	57%	2.0
Fatals		0	1	1	0	0	N/A	N/A	-0.1
Injury MVC		4	6	4	6	4	0%	-33%	0.0
Property Damage MVC (Reportable)	~	84	89	80	65	87	4%	34%	-1.8
Property Damage MVC (Non Reportable)	~	7	9	7	4	9	29%	125%	-0.1
TOTAL MVC	~	95	105	92	75	100	5%	33%	-2.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Provincial Traffic	~	154	238	273	661	517	236%	-22%	114.9
Other Traffic		1	4	3	0	0	-100%	N/A	-0.6
Criminal Code Traffic	~	16	17	17	6	5	-69%	-17%	-3.3
Common Police Activities									
False Alarms	<u> </u>	30	13	14	4	10	-67%	150%	-4.9
False/Abandoned 911 Call and 911 Act	~	34	30	26	18	35	3%	94%	-1.0
Suspicious Person/Vehicle/Property	~	36	59	51	42	45	25%	7%	0.1
Persons Reported Missing	~	6	7	10	4	3	-50%	-25%	-0.9
Search Warrants		1	1	1	1	2	100%	100%	0.2
Spousal Abuse - Survey Code (Reported)	~	10	12	11	14	11	10%	-21%	0.4
Form 10 (MHA) (Reported)		0	0	1	4	1	N/A	-75%	0.6



### **Body-worn cameras for RCMP officers**

The Royal Canadian Mounted Police (RCMP) is committed to ensuring that Canadians feel protected by, and have trust in their national police force. Body-worn cameras can help to increase the trust between police and the communities they serve.



- front-line RCMP officers will soon be wearing body-worn cameras.
- → between 10,000-15,000 body-worn cameras will be deployed to contract and federal police officers who interact with communities, across Canada's rural, urban and remote locations.
- the video evidence collected will provide an independent, unbiased, and objective way to capture interactions between the community and police officers.
- work is ongoing to acquire body-worn cameras and a Digital Evidence Management System (DEMS) to support a nation-wide rollout of camera as as quickly as possible.
- → a field test, with up to 300 cameras will take place in three different Divisions of the RCMP - Alberta (K Division), Nova Scotia (H Division), Nunavut (V Division). The testing will take place in northern/remote, rural, and urban settings.



#### Your input is important

We have been meeting with various organizations, groups and community members across Canada to introduce body-worn cameras, and to better understand their concerns.

If you are interested in being part of the conversation, contact us at:



### How body-worn cameras support police and communities:

- ✓ more timely resolutions of complaints
- √ improved evidence gathering
- enhanced transparency and accountability for police
- √ improved police and public behaviour



# Officers will activate their body worn cameras during calls for service, including:

- ✓ mental health calls
- √ interactions with people in crisis
- √ crimes in progress
- √ for investigations
- √ public disorder and protests
- √ to record information to support the performance of their duties

When possible, officers will let you know when the camera is recording.

The decision to turn on a body-worn camera will happen before the officer arrives at a call for service.

Policy and training will provide the guidance required for officers using body-worn cameras.



### Body-worn cameras are not intended to be used for the purpose of:

- ✓ 24 hour recording
- √ surveillance
- √ when intimate searches are conducted
- ✓ areas with a high expectation of privacy





# THE ALBERTA RCMP APP



# L'APPLICATION DE LA **GRC EN ALBERTA**



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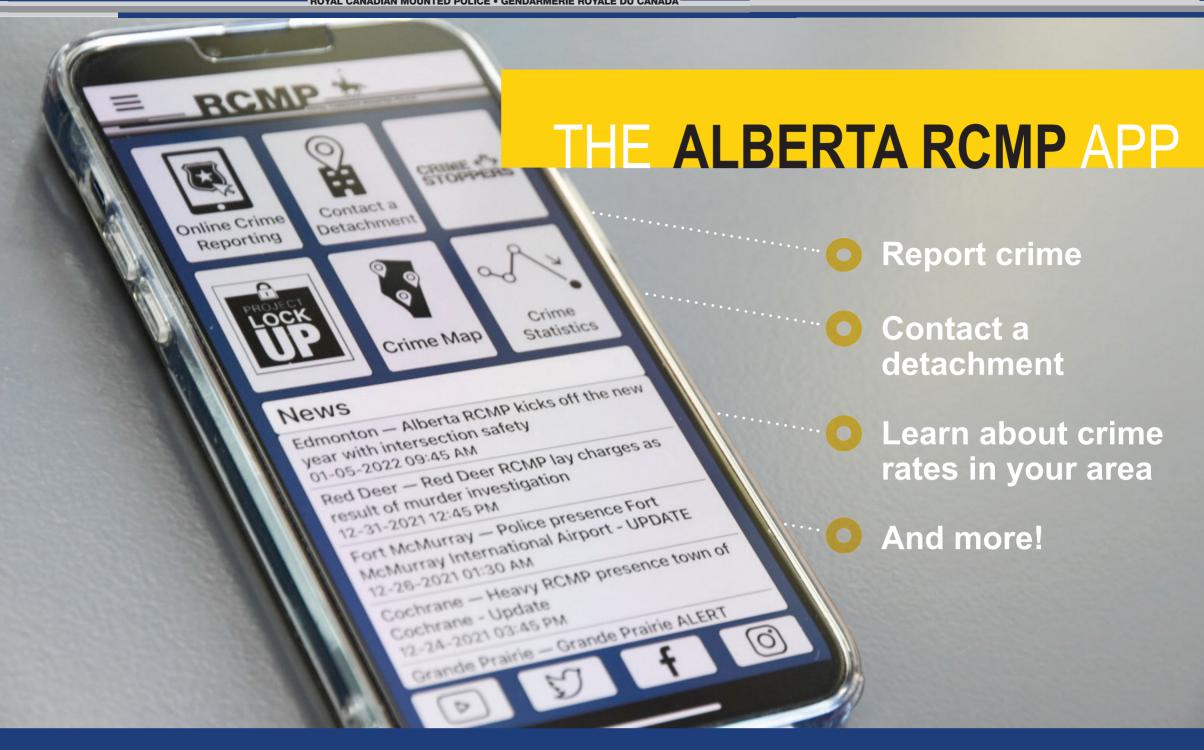




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### REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

**Re**: Proclamation – June as Recreation and Parks Month

#### 1.0 PURPOSE:

For Council to consider proclaiming June as Recreation & Parks Month.

#### 2.0 BACKGROUND AND DISCUSSION:

The proclamation is an annual request.

#### 3.0 ALTERNATIVES:

3.1 Council proclaims June as Recreation & Parks month;

and further:

Council amends Policy 12-013 – Declarations and Proclamations Policy to include June as Recreation and Parks month.

3.2 Council receives the Request for Decision report proclaiming June as Recreation as Recreation and Parks month, as information.

#### 4.0 FINANCIAL IMPLICATIONS:

Not applicable.

#### 5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

#### 6.0 SENIOR GOVERNMENT IMPLICATIONS:

None.

#### 7.0 POLITICAL/PUBLIC IMPLICATIONS:

As recreation is vital for a healthy community, recreation services and recreation activities should be promoted at every opportunity.

#### 8.0 ATTACHMENTS:

- 8.1 June Recreation and Parks Month proclamation
- 8.2 Policy 12-013 Declarations and Proclamations Policy

#### 9.0 **RECOMMENDATIONS**:

Council proclaims June as Recreation & Parks month;

and further:

Council amends Policy 12-013 – Declarations and Proclamations Policy to include June as Recreation and Parks month.

(Original signed by the CAO) Edward LeBlanc CAO

# **PROCLAMATION**

# Municipality





#### JUNE IS RECREATION AND PARKS MONTH

Whereas, in Alberta, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for all residents and visitors from around the world; and

**Whereas,** recreation and parks enhance quality of life, active living, leisure education, and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles, and enhances overall mental health and wellbeing; and

Whereas, recreation and parks build family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, promotes equity, inclusivity, sensitivity and understanding to cultural diversity, and fosters a sense of belonging; and

**Whereas,** recreation and parks can be used for therapy and rehabilitation of individuals experiencing illness, impairment, and disability; and

Whereas, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, decrease vandalism, attract new business, increase tourism and curb employee absenteeism; and

**Whereas,** our parks, open spaces and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

**Now, Therefore be it Resolved,** that the Alberta Recreation and Parks Association (ARPA) does hereby proclaim that June, which witnesses the greening of Alberta and serves as a significant gateway to family activities, has been designated as June is Recreation & Parks Month, which will annually recognize and celebrate the benefits derived year round from quality recreation and parks resources at the local, regional and provincial levels.

in recognition of th			(name of municipality/organization) and leisure services provide, does hereby h.
Signed this	day of	2022 by:	
			(print name and title)
			(signature)

# TOWN OF BARRHEAD POLICY STATEMENT

**POLICY NUMBER: 12-013** 

**RESOLUTION #: 376-08** 

**POLICY TITLE:** DECLARATIONS AND PROCLAMATIONS POLICY

**AUTHORITY:** Town Council

ORIGINAL APPROVAL DATE: October 14, 2008

#### POLICY STATEMENT:

The Mayor will approve the declarations and proclamations that take place on a regular basis.

#### PURPOSE:

1. To provide a standard declaration or proclamation policy for consideration of Council, subsequent ratification, and posting & publication.

#### TOWN OF BARRHEAD

#### PROCEDURE STATEMENT

(Policy 12-013)
Declarations and Proclamations Policy

Effective Date: 08/10/14

#### PROCEDURES:

The Mayor will approve the declarations and proclamations that take place on a regular basis.

#### A.1 DEFINITIONS

For the purposes of this Policy;

- a. "Council" shall mean the elected members who comprise Town Council as elected from time to time.
- b. "Employee" shall mean those people employed full-time, parttime, casually, seasonally, on contract, as a volunteer, by and for the Town of Barrhead.
- c. "Item" shall mean the thing that is the subject of the Declaration or Proclamation.
- d. "Policy" shall mean a statement of the Town's intention in certain areas of its responsibility for guidance when action is being taken in those areas. Policies shall be approved by Council.
- e. "Procedures" shall mean instructions on how to carry out the intent of a Town Policy.
- f. "Town" shall mean the municipality of the Town of Barrhead.

#### A.2 PURPOSE

i. To provide a standard declaration or proclamation policy for consideration of Council, subsequent ratification, and posting & publication.

#### A.3 DECLARATIONS & PROCLAMATIONS

- i. Local Community Groups or Societies wishing for Mayor and Council to Declare or Proclaim a certain day, week, or month for a certain purpose, must submit to Council in writing the entire declaration or proclamation as they wish it to be declared or proclaimed.
- ii. It shall be at the sole discretion and determination of Council whether or not Council shall endorse such requests.
- iii. Where Council has previously considered the Declaration or Proclamation in a previous year and has chosen to approve that Declaration or Proclamation, the Mayor may choose at his own discretion, to make such Declaration or Proclamation again without bringing the request to Council for discussion.
- iv. Where the request for the Declaration or Proclamation is new to the community and has not been previously presented, discussed and approved by Council, the said request shall be presented to Council at a subsequent Council Meeting.
- v. A list of previously approved Declarations and Proclamations shall be attached to this policy as "Schedule A" and shall be updated from time to time. This list shall be used as a reference list for the Mayor as per Item iii.
- vi. The Town Administration Office shall post the approved Declaration or Proclamation at the front entrance of the Administration Office.
- vii. If the local Community Group or Society wishes to have the Declaration or Proclamation advertised, they shall do so at their own arrangement and expense. The Mayor may sign all such approved declarations or proclamations.

#### A.4 TOWN DECLARATIONS AND/OR PROCLAMATIONS

- i. If the Town wishes to Declare or Proclaim an Item **without** a request by a local Community Group or Society, it shall be submitted to Council in writing containing the entire declaration or proclamation as the Town wishes it to be declared or proclaimed.
- ii. If such Declaration or Proclamation has been approved for advertising, it shall be advertised at the expense of the Town. In addition, the Town Administration Office shall post the approved Declaration or Proclamation at the front entrance of the Administration Office

### Schedule "A"

<u>PROCLAMATION</u> <u>MONTH</u>

Breast Cancer Awareness Month October

Building Safety Week May

Canada's Citizenship Week October

Canadian Public Works Week May

Crime Prevention Week May

Diabetes Awareness Days October/November

Family Violence Prevention Month November

Library Lovers Month February

Mental Illness Week October

Muscular Distrophy Awareness Month September

National Day of Mourning April

National Nurses Week May

Restorative Justice Week November

Senior Citizens Week June

Volunteer Appreciation Week April



### REQUEST FOR DECISION

**To**: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

**Re**: Policy 12-016, Corporate Purchasing Card Use

#### 1.0 Purpose:

For Council to approve revised Policy 12-016, the Corporate Purchasing Card Use Policy.

#### 2.0 Background and Discussion:

In 2019, the Town's general bank account was transferred to Servus Credit Union.

Since the bank transfer, the Mastercard accounts have remained at ATB Financial. However, Administration is now requesting that the Mastercard accounts at ATB Financial be closed and replaced with Purchasing Card accounts through Servus Credit Union.

There are several benefits to transferring to purchasing cards, the main ones outlined as follows:

- Transactions can be uploaded directly into our financial software, saving time in data entry.
- Changes can be made to the cards in real time through an online portal.
  These changes may include temporary increases, assigning new cards,
  changing card status and applying/removing limitation to cards. The current
  process to make any card changes is to phone Mastercard and put in a
  request, which can take up to 48 hours depending on the request that is
  being made.
- Purchasing cards are more controllable, resulting in a higher level of accountability and visibility. For example, cards can be set up for specific employees to only be allowed to use them as travel and expense cards. Limitations can also be implemented to only allow purchases during certain days of the week or during certain hours. Transaction limits, daily dollar

limits and transaction counts can all be restricted. This allows more employees to be provided with cards to be used only for specific purchases, while simplifying the reconciliation process.

- Enhanced fraud detection services.
- There are no annual fees.
- A portion of monies spent through the program is shared back with the Town, similar to a 'points' system offered by other credit cards.

The previous Policy 12-016 that was approved by Council in 2012 named each Town position and the credit limit they were entitled to. Administration is requesting that the revised Policy 12-016 only list an overall limit for the entire account. This allows Administration more control over the future distribution of cards to select employees, with card limits that Administration deems appropriate.

For ease of reference and convenience, the attached revised Policy outlines the proposed deletions by way of a strikethrough and any proposed new wording is found in red print.

#### 3.0 <u>Alternatives:</u>

- 3.1 Council approves revised Policy 12-016, the Corporate Purchasing Card Policy.
- 3.2 Council tables revised Policy 12-016, the Corporate Purchasing Card Policy, and instructs Administration to provide further information at the next Council Meeting.

#### 4.0 Financial Implications:

Cost savings to the Town as annual fees will be eliminated. Further savings due to reduced staff time spent in monthly data entry. Revenue sharing program resulting in higher Town revenues.

#### 5.0 <u>Interdepartmental Implications:</u>

None

#### 6.0 Senior Government Implications:

Not applicable.

#### 7.0 Political/Public Implications:

Not applicable.

#### 8.0 Attachments:

8.1 Proposed revised Policy 12-016, Corporate Purchasing Card Use

#### 9.0 Recommendations:

Council approves revised Policy 12-016, Corporate Purchasing Card Use Policy, as presented.

(original signed by the CAO) Edward LeBlanc CAO

# TOWN OF BARRHEAD POLICY STATEMENT

**POLICY NUMBER: 12-016** 

**REVISION DATE:** June 14, 2022

**RESOLUTION#** 

POLICY TITLE: Town Credit Corporate Purchasing Card Use

**AUTHORITY:** Town Council

ORIGINAL APPROVAL DATE: August 13, 2012

#### **POLICY STATEMENT:**

The Town of Barrhead Credit Corporate Purchasing Cards will be made available to authorized staff and shall be used only to pay for Town related expenses.

#### **PURPOSE:**

To promote cost effectiveness for purchasing goods and services.

#### **TOWN OF BARRHEAD**

#### PROCEDURE STATEMENT

(Policy 12-016)

TOWN CREDIT CORPORATE PURCHASING CARD USE

#### Resolution #

#### PROCEDURES:

The Town of Barrhead Credit Corporate Purchasing Cards will be made available to authorized staff and shall be used only to pay for Town related expenses.

#### TOWN CREDIT CORPORATE PURCHASING CARD PROCEDURES:

**Town Credit** Corporate Purchasing Cards – are the cards issued by Financial Institutions that the Town of Barrhead has deemed to be most beneficial for the day to day activities of the Town.

The Town of Barrhead will make available for Town related business, including staff representation on local government related activities, the use of a Town credit purchasing card to each of the following employee positions with the limits as follows: select Town employees. The overall limit of the entire Purchasing Card Account shall be \$50,000, to be distributed to select Town employees as the Chief Administrative Officer deems most appropriate.

NAME	LIMIT (\$)
Mayor	2,000
Chief Administrative Officer	10,000
Director of Finance & Administration	3,000
Director of Public Works	5,000
Director of Recreation Services	3,000
Fire Chief	3,000
Mechanic	2.000

#### **CONDITIONS OF USE**

- 1. An employee may not apply for a personal credit purchasing card under the name of the Town of Barrhead.
- 2. Each employee that receives a purchasing card noted above must sign a Cardholder Acknowledgment and Responsibilities Agreement. This agreement is attached as schedule "A" and shall form part of this policy.
- Employees who are granted use of the Town credit purchasing card are prohibited to use "points" accrued from credit card use for personal purchases. Any "points" that are accumulated will be used for approved company purchases only.

- 4. The use of the Town credit purchasing card to obtain cash advances is strictly prohibited. The Town credit purchasing card may only be used to incur expenses for the assigned employee named on the card itself.
- 5. The use of the Town credit purchasing card is for conducting Town of Barrhead business only. Charging personal expenses to the Town credit purchasing card is prohibited.

#### **CARDHOLDER RESPONSIBILITIES**

- 6. All employees using the Town credit purchasing card must submit to Accounts Payable all receipts related to that credit card, within seven (7) days of making the purchase. Cardholders who do not submit their receipts within seven (7) days shall be sent a reminder notice; however, continued failure may result in the lost of access to the Town credit purchasing card.
- 7. Lost or stolen credit purchasing cards must be reported and canceled immediately to the Credit Card Supplier, as well as reported to the Director of Finance & Administration Corporate Services.
- 8. Cardholders are responsible for ensuring that purchases using the Town credit purchasing cards meet all purchasing criteria outlined in the Town of Barrhead Policy 12-005, the Purchasing Policy.

#### **RENEWALS & LOST CARDS**

9. Requests for lost, stolen or damaged credit purchasing cards must be referred to the Director of Finance & Administration Corporate Services. The credit card supplier normally coordinates card replacement. For credit cards that are due to expire, cardholders will receive a replacement in advance. Old cards must be returned to the Director of Finance and Administration Corporate Services for immediate destruction. Replacement cards must be signed by the cardholder immediately upon receipt of the replacement card.

#### **TERMINATION OF EMPLOYMENT**

- 10. Prior to termination of employment or job duties requiring the Town credit purchasing card use, each cardholder must:
  - a) Turn in all receipts for purchasing made on the Town credit purchasing card.
  - b) Surrender his/her Town credit purchasing card to the Director of Finance and Administration Corporate Services.

# POLICY No. 12-016 "Schedule A"

#### **TOWN OF BARRHEAD**

### CARDHOLDER ACKNOWLEDGMENT AND RESPONSIBILITIES AGREEMENT

	acknowledge receipt of the Town of Barrhead credit
	course of my regular duties in connection with the Town of le using this Card are to be authorized either by the Chief
	rms and conditions outlined in Policy 12-016, the Town Credit e said policy terms and conditions by signing below.
is for my use only, not to be divulged to any othe behalf of the Town of Barrhead) without written pe Finance and Administration Corporate Service compromised in any manner, I shall advise the	account number while it is in my possession and realize that it it is person (except a merchant with whom I am transacting on rmission of the Chief Administrative Officer and/or Director of es. Should the Card be lost, stolen or suspended or the Credit Purchasing Card Issuing Company, the Chief e and Administration Corporate Services immediately.
	personally with benefits or features and at all times remains e right at any time, without notice, to cancel the Card and to espect of the Card.
	end, modify or discontinue any of the terms of this Agreement by notices that may be required shall be sufficiently provided
the Town of Barrhead and that in the event of w	operty of the Town of Barrhead, assigned to me on behalf of illful or negligent default of these obligations of the Town of cording to Policy 12-016, the Town of Barrhead shall take
If any provision of this Agreement is held to be nevertheless continue in full force and effect.	pe unenforceable, invalid or void, all other provisions will
Cardholder Signature	Date
Director of Finance and Administration  Corporate Services Signature	Date
Chief Administrative Officer Signature	Date



### REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: Bank Statement – for month ending May 31, 2022

#### 1.0 PURPOSE:

To approve the Monthly Bank Statements for the month ended May 31, 2022.

#### 2.0 BACKGROUND AND DISCUSSION:

Not applicable.

#### 3.0 <u>ALTERNATIVES:</u>

- 3.1 That Council approves the Monthly Bank Statement for the month ending May 31, 2022, as presented.
- 3.2 That Council tables the Monthly Bank Statement for the month ending May 31, 2022 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 for month ending May 31, 2022.

#### 9.0 **RECOMMENDATION:**

That Council approves the Monthly Bank Statement for the month ending May 31, 2022, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

#### TOWN OF BARRHEAD MONTHLY BANK STATEMENT FOR MONTH ENDED MAY 31, 2022

#### **SERVUS**

PER TOWN OF BARRHEAD:	GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	8,273,633.12	0.00
Receipts	1,818,401.63	
Interest	10,668.58	
Transfers from/to Term Deposits	0.00	0.00
Cancelled Cheques	4,871.90	
SUBTOTAL	10,107,575.23	0.00
SOBIOTAL	10,107,575.25	0.00
Disbursements	1,224,301.01	
Debentures/Interest	0.00	
School Requisition	0.00	
Transfers from/to General	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	8,883,274.22	0.00
************	******	*******
PER BANK:		
Balance at end of month	9,085,282.04	0.00
Outstanding Deposits	90,332.15	
SUBTOTAL	9,175,614.19	0.00
	- , ,	2,00
Outstanding Cheques	292,339.97	
NET BALANCE AT END OF MONTH	8,883,274.22	0.00

#### TERM DEPOSIT SUMMARY FOR MONTH ENDED MAY 31, 2022

Financial <u>Institution</u>	Term <u>Amount</u>	Interest <u>Rate</u>	Term <u>Started</u>	<b>Investment Details</b>
		-		
Total	\$ -			



### REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: Electric Vehicle Charging Station

#### 1.0 PURPOSE:

To provide additional information relating to the potential installation of an electric vehicle charging station.

#### 2.0 BACKGROUND AND DISCUSSION:

The following is an excerpt of a previous Request for Decision Report presented to Council during the February 8, 2022 Council Meeting:

On January 19, 2022 the Town received an e-mail from Alberta Municipalities (AM) announcing a \$3 million rebate program funded by the Minister of Natural Resources Canada and the Government Alberta. The funding program will be administered through the Municipal Climate Change Action Centre (MCCAC).

The funding program will cover 100% of the purchasing and installing a new charging station up to:

- \$10,000.00 for each Level 2 charging connector (for charging over several hours)
- \$150,000.00 for each Level 3 fast charger (for charging up in 30 minutes)

Director Shallon Touet and I had an initial conversation with a potential vendor last week and also participated in a webinar hosted by MCCAC on February 3<sup>rd</sup>. Based on these two meetings, I submit the following:

a) Municipalities are eligible for a maximum grant of \$200,000.00.

- b) Funding allocation is made on a first-come, first-served basis. The grant is only allocated and secured once the funding agreement has been endorsed.
- c) The Charging Stations must be on municipal owned land or street.
- d) Based on preliminary pricing, the maximum grant allotment could cover the cost for two Level 3 charging stations. The Town would make application for the full \$200,000.00.
- e) The example of an actual charging station allows up to three vehicles charging at the same time.
- f) Installing three-phase power is <u>ineligible</u> for funding, so there will be some financial investment required from the Town. Administration will contact Fortis to determine if they are in a position to partner with the Town.
- g) Subject to the cost of the required three-phase power, the cost recovery model for a Level 3 Station is approximately \$5.00 \$10.00/hour.
- h) Private companies are not eligible for grant funding.
- i) Grant funding will only be distributed after expenses are verified by MCCAC.

Subject to the cost of installing three-phase power, Administration has identified three potential sites:

- Preferred site # 1 parking stalls near the Memorial Park along Highway 33
- Preferred site # 2 parking stalls, east side of the Bowling Alley. The Curling Rink has three-phase power.
- Preferred site # 3 parking stalls near the Gazebo Park along Highway 33

Steps moving forward:

**Step 1** – Submit an Expression of Interest to Municipal Climate Change Action Centre

On January 27<sup>th</sup>, Director Touet completed and summitted the Town's Expression of Interest.

Step 2 – Submit a grant application.

Based on the Town's submitted Expression of Interest, Director Touet has a meeting with Municipal Climate Change Action Centre scheduled for February 9<sup>th</sup> to review the requirements for the grant application. In the interim, Director Touet is attempting to obtain estimates on the cost to install three-phase power.

Part of the grant application includes the attachment of quotes for the purchase and installation of the charging station(s).

### **Step 3** – Sign the funding agreement

Once the cost of installing three phase power is known and any other components have been addressed, the proposed funding agreement will be forward to Council for review and possible endorsement. As the submission of the grant application is time sensitive, Administration will probably request a special Council Meeting to address this matter.

After the presentation and discussion, Council passed the following resolution:

Moved by Cr. Smith that Council accepts the report in respect to electric vehicle charging stations, as information.

(Resolution No. 054-22)

Since the initial report to Council on February 8, 2022, Administration was able to obtain a quote of \$13,000.00 to install 3-phase power to the proposed Charging Stations. Because of the proposed installation cost the only viable location would be at the Agrena Parking Lot.

Administration has also been informed by Fortis Alberta that the proposed monthly consumption cost would be approximately \$1,400.00 for a single charging station or \$2,000.00 for a dual charging station. The noted consumption charge from Fortis Alberta represents their current commercial rates; perhaps in the future they may be in a position to offer a specific rate for charging stations.

### 3.0 **ALTERNATIVES**:

- 3.1 Due to the required financial commitment, Council choose not to enter into a funding agreement with Alberta Urban Municipalities Association relating to the electric vehicles charging stations and receive this report as information.
- 3.2 Council enter into a funding agreement with Alberta Urban Municipalities Association relating to the electric vehicles charging stations.
- 3.3 Council tables the report on electric vehicle charging stations and instructs Administration to provide further information at the next Council Meeting.

### 4.0 **FINANCIAL IMPLICATIONS**:

Should Council approve this project the \$13,000.00 installation cost would be funded by the Town's existing General Capital Reserve and the monthly operational cost for 2022 would be funded from the Town's General Contingency Reserve. In 2023 these operational costs would be a yearly budgetary item moving forward.

### 5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

### 6.0 <u>SENIOR GOVERNMENT IMPLICATIONS:</u>

Not Applicable

### 7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

### 8.0 ATTACHMENTS:

8.1 – Proposed funding agreement with Alberta Urban Municipalities Association.

### 9.0 **RECOMMENDATION**:

Due to the required financial commitment, Council choose not to enter into a funding agreement relating to the electric vehicles charging stations with Municipal Climate Action Centre and received this report as information.

(original signed by the CAO)

Edward LeBlanc

CAO

### ELECTRIC VEHICLE CHARGING PROGRAM (EVCP) FUNDING AGREEMENT

THIS AGREEMENT (the "Agreement") issued the 12<sup>th</sup> day of April 2022.

BETWEEN:		ALBERTA URBAN MUNICIPALITIES ASSOCIATION, a society duly created under the laws of Alberta			
		(the "AUMA" or "	'Alberta	Municipalities")	
AND:		TOWN OF BARRHEAD, a municipal corporation, duly incorporated according to the laws of Alberta			
		(the "Municipality	y")		
		society duly created under the laws of Alberta  (the "AUMA" or "Alberta Municipalities")  TOWN OF BARRHEAD, a municipal corporation, duly incorporated according to the laws of Alberta  (the "Municipality")  F the parties have executed this Agreement as of date last signed The pages that follow form the Agreement.  LITIES TOWN OF BARRHEAD  Per: Name:  Date:  Per: Name:			
ALB	ERTA MUNICIPALI	ΓIES	TOV	VN OF BARRHEAD	
Per:			Per:		
	Name: Calvin Lechelt			Name:	
	Title: Program Lead, S Services	ustainability		Title:	
	Date:			Date:	
Per:			Per:		
	Name: Trina Innes			Name:	
	Title: Executive Direct Services	tor, Sustainability		Title:	
	Date:			Date:	

### 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 "Community Energy Efficiency and Renewable Energy Project Agreement"), whereby the Government of Alberta agreed to provide the AUMA with money as a provincial grant (the "Provincial Grant") for the Electric Vehicle Charging Program ("EVCP") and other programs to be administered by the Municipal Climate Change Action Centre (the "MCCAC");
- B. Her Majesty the Queen in right of Canada (the "Government of Canada"), represented by the Minister of Natural Resources, and the AUMA entered into an agreement, dated November 28, 2021 (the "Zero Emission Vehicle Infrastructure Program Non-Repayable Contribution Agreement"), whereby the Government of Canada agreed to provide AUMA with money as a federal grant (the "Federal Grant") to administer the EVCP by AUMA through the MCCAC;
- C. Based on the terms of the Community Energy Efficiency and Renewable Energy Project Agreement, any unused balance of the Provincial Grant as of April 30, 2024 (or such later date as may be agreed upon) is to be returned by the AUMA to the Government of Alberta;
- D. In the course of its mandate, the MCCAC has developed the EVCP to encourage municipalities to install stations to charge on-road, passenger electric vehicles ("EV Charging Stations") to support the transition to electrically-fueled transportation in their communities and municipal fleets;
- E. The AUMA, through the MCCAC, has implemented the EVCP which contemplates, among other things, the provision of funding initiatives to each participating municipality within the Province of Alberta; and
- F. The Municipality wishes to be a participating municipality for the purposes of the EVCP that provides for the funding of partial or full compensation for the acquisition and installation of EV Charging Stations, 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 EVCP Funding Agreement and any Schedules attached hereto;

- b. "AUMA" means the Alberta Urban Municipalities Association, otherwise known as Alberta Municipalities;
- c. "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, construction, or installation of an EV Charging Station;
- d. "Effective Date" means the date in which the Agreement takes effect.
- e. "Eligible Expenditures" means only those expenditures incurred by the Municipality and within the Eligible Expenditure Period in accordance with the terms and conditions of this Agreement;
- f. "Eligible Expenditure Period" means the earlier of 12 months from the date of execution of this Agreement or when the Project is completed.
- g. "Electrical Code Regulation" means the Electrical Code Regulation AR 209/2006, as amended from time to time;
- h. "**EOI**" is the online expression of interest form created by the MCCAC, as amended from time to time by the MCCAC, which is completed and submitted by the Municipality to the MCCAC as set forth in Section 3.1;
- i. "Estimated Funding Contribution" means the estimated amount for the Project, to be provided by the Municipality as per Schedule "A", for;
- j. "EV Charging Station" means the level 2 or level 3 (3.3 kW to 100+ kW) electrical charging infrastructure needed to transfer energy to an electric vehicle battery for which funding is requested through an EVCP Application;
- k. "EVCP" means the Electric Vehicle Charging Program in this Agreement and as set forth in recital A. above;
- 1. "EVCP Application" has the meaning set forth in Section 3.1 and is attached hereto as Schedule "B";
- m. "EVCP Guidebook" means the guidebook developed by the MCCAC, as amended from time to time, to be used and referred to by the participating Municipalities for eligibility requirements, financial incentives, and program participation processes and can be accessed at https://mccac.ca/programs/electric-vehicle-charging-program/;
- n. "EVCP Project Completion Statement" means the statement to be executed by the Municipality to confirm the completion of the Project in the form set out in Schedule "C";
- o. "**Federal Grant**" refers to the portion of funding sourced from the Government of Canada as set forth in recital B. above;

- p. "Federal Obligations" has the meaning set forth in Section 2.2 and are attached hereto as Schedule "D";
- q. "Final Funding Contribution" means the final amount as set forth in the EVCP Project Completion Statement that the AUMA is to pay to the Municipality for the sole purpose of assisting in the funding of a Project;
- r. "Government of Alberta" has the meaning set forth in recital A. above;
- s. "Government of Canada" or "Canada" has the meaning set forth in recital B. above;
- t. "Intellectual Property" means any intellectual property recognized by law, including any intellectual property right protected through legislation including government patents, copyright, trade-marks, and industrial designs;
- u. "MCCAC" has the meaning set forth in recital A. above;
- v. "**Minister**" means the Minister of Natural Resources for the Government of Canada and includes any duly authorized officers or representatives;
- w. "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* RSA 2000 c M-26, as amended from time to time;
- x. "**Product Provider**" means the provider or manufacturer of an EV Charging Station, or any other equipment or materials included in the Project;
- y. "**Project**" means the acquisition and installation of EV Charging Station(s) for which funding is requested through a single EVCP Application;
- z. "**Provincial Grant**" refers to the portion of funding sourced from the Government of Alberta as set forth in recital A. above
- aa. "**Term**" has the meaning set forth in Section 8.1 hereof;
- bb. "Third-Party Provider" includes a Product Provider, Contractor, or consultant that is supplying product or completing Work on behalf of the Municipality;
- cc. "Work" describes all activities required for the completion of the Project for which the Municipality is seeking a funding contribution from the MCCAC under this Agreement.
- 1.2. The following Schedules shall form an integral part of this Agreement:

Schedule "A"	Estimated Funding Contribution
Schedule "B"	EVCP Application

Schedule "C"	EVCP Project Completion Statement
Schedule "D"	Federal Obligations

### 2. ROLES AND RESPONSIBILITIES

- 2.1. The Municipality will ensure installation of the Project as set out in the EVCP Application and in accordance with the terms and conditions of this Agreement
- 2.2. The Municipality is solely responsible for all costs and expenses associated with the Project, including all applicable taxes, and all ongoing operational expenses.
- 2.3. The Municipality is required to accept ownership and custody of all goods purchased by the Municipality for the Project and will maintain evidence of ownership of such goods through bills of sale, receipts, invoices, or other title documents in the records of the Municipality in respect of the Project. AUMA may audit such records at any relevant time in accordance with any audit provisions contained in this Agreement or the schedules hereto.
- 2.4. The Municipality acknowledges the responsibility as the owner of the EV Charging Station to provide power, maintain equipment, and ensure all equipment remains operational and connected to a network. The Municipality must dedicate a clearly identified parking space for the purpose of charging EVs for each EV Charging Station connector.
- 2.5. The Municipality understands that any expenses incurred prior to or after the Eligible Expenditure Period are not Eligible Expenditures and will not be reimbursed.

### 3. EVCP APPLICATION

- 3.1. The Municipality agrees or, where applicable, confirms, that upon completion of the EOI, the Municipality and its Contractor, as necessary, shall complete and submit the following information to the MCCAC in satisfactory form:
- a. A completed EVCP Application attached as Schedule "B";
- b. A copy of purchase quotes from the Product Provider for the EV Charging Station and associated equipment, including specification sheets, as applicable;
- c. A copy of the quote from the Contractor for the installation of the EV Charging Station(s), as applicable;
- d. A copy of engineering and design costs related to the install, if applicable, including a detailed scope of work and rationale describing the need for additional engineering and design work;

- e. Proof of land ownership or proof of long-term lease for the install location(s); and
- f. A photo of the exact location where the EV Charging Station is to be installed.
- 3.2. The MCCAC shall review the EVCP Application, and all attached documentation as described in Section 3.1 for completion, eligibility, and approval.
- 3.3. The MCCAC must immediately be notified of any changes to the EVCP Application including project scope, costs or otherwise, and any such changes, including changes to the Final Funding Contribution, must be approved by the MCCAC in writing prior to the consideration and provision of any funding.

### 4. PROJECT VERIFICATION

- 4.1. The Municipality agrees to provide the AUMA the following documentation within twelve (12) months following the date of this Agreement:
- a. A signed EVCP Project Completion Statement, to be provided by MCCAC in the form attached as Schedule "C" which shall include the following:
  - Information that will demonstrate how the Final Funding Contribution was used, which shall include receipts that indicate how the Final Funding Contribution (and the Federal Grant portion of the Final Funding Contribution) was applied to goods and/services funded by AUMA (and Canada);
  - ii. A final narrative report, in the format included in Schedule "C", to describe how the Municipalities activities have contributed to the achievement of the objectives of the Community Energy Efficiency and Renewable Energy Project;
  - iii. A declaration as to the total amount of contributions or payments, including a total of all government funding received by the Municipality;
  - iv. A certification that any Eligible Expenditures have been incurred and paid for by the Municipality.
- b. The final purchase invoice(s) displaying all costs for the associated EV Charging Station install(s) including a detailed breakdown of the Work completed, as applicable;
  - i. The invoices must, at a minimum, separate out costs associated with equipment, labour, engineering, design, permitting, inspections, signage, and GST.
- c. Confirmation by the Municipality that all invoices provided have been paid in full;
  - 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.

- d. Proof of completion of the EVCP public engagement requirement which requires satisfaction of the following;
  - i. Inclusion of the Project in the MCCAC's web-based project showcase, to be completed by MCCAC;
  - ii. Issuing a media release for the Project or completing any other public engagement activities (e.g., ribbon cutting ceremony, website, media event, etc.) endorsed by the MCCAC and acknowledging all program funders;
  - iii. A brief abstract describing the Project including one or more quotes from one of the Municipality's leaders, to be used for MCCAC program marketing and reporting; and
  - iv. Sharing of Project details and photographs on municipal social media networks, as applicable.
- e. A set of 3 or more high resolution photographs of the EV Charging Station(s) suitable for print publication. Photographs with municipal staff are encouraged. The Municipality agrees to grant permission to the MCCAC, including its employees, agents, assigns, or other third party as the MCCAC to authorize on its behalf, the nonexclusive right to use photograph(s) and/or video(s) of any municipal representatives submitted through the EVCP in all forms of media, for any and all promotional purposes including publications, news releases, online, and in all other communications related to the mission of the MCCAC. Editing, publication, distribution, broadcast and use of this material shall be at the sole discretion of the MCCAC. The Municipality agrees that no honorarium or any other fee for the photograph(s)/video(s) or the use of the photograph(s)/video(s) will be given. The identity of any captured individual may be included in the resources listed above as developed and published in print, electronic, or digital format, including any authorized MCCAC website, such as www.mccac.ca. Consent takes effect when the funding agreement is signed.
- f. Completion of the EVCP evaluation form, as provided by the MCCAC.
- g. Any other information or documents reasonable requested by AUMA in respect of the Project, this Agreement, or the Municipality's use of funds pursuant to this Agreement.
- 4.2. Any Municipality receiving any grant money under the EVCP may be contacted by the MCCAC, or a third-party evaluator retained on behalf of the MCCAC, to verify completion of the Project.
- a. The Municipality must submit documentation to establish, to the satisfaction of the MCCAC, that the Municipality incurred and paid all Eligible Expenditures reported. All items on an invoice submitted by the Municipality must be listed separately, and the cost for each eligible expense must be clearly identified.

- b. The Municipality must also provide any other documentation requested by the MCCAC. If the Municipality fails to provide information within a reasonable time on reasonable notice, as determined by the MCCAC, for the audit and evaluation of the Project, the Municipality may be required to refund all or a portion of the payments received under the EVCP, as well as forfeit any future payments under the EVCP.
- 4.3. The MCCAC, at its sole unfettered discretion, reserves the right to provide a maximum four (4) month written extension for Project completion, if the Municipality provides a written rationale that the MCCAC deems reasonable.
- 4.4. Pursuant to Section 4.1, for three years following the execution of this Agreement, the MCCAC or its designees are entitled, at a reasonable time and upon reasonable notice to the Municipality, to attend the EV Charging Station sites for the purpose of examining items pertinent to the Project in order to assess whether the Municipality has complied with this Agreement and the EVCP conditions, and to conduct other measurement and verification activities as MCCAC may deem necessary.
- 4.5. The Municipality agrees it shall complete a written, oral, or electronic participation survey or evaluation on its program experience prior to the disbursement of funds, if requested by the MCCAC.
- 4.6. The Municipality gives the MCCAC permission to access data on EVCP-funded EV Charging Station use, including access to any online portal for monitoring system use and performance, as available and upon request.

### 5. DISBURSEMENT OF FUNDING

- 5.1. The Municipality agrees that the payment of the Final Funding Contribution as contemplated in this agreement is contingent upon the Municipality complying with the terms and conditions applicable to the Municipality as set out in the Federal Grant which have been set out in Schedule "D" to this Agreement or have otherwise been identified in this Agreement as obligations in respect of the Federal Grant (the "Federal Obligations"). The Municipality will ensure that it complies with the Federal Obligations.
- 5.2. The AUMA agrees to reimburse the Municipality, subject to Sections 7.1 and 9.1 hereof, compensation for certain costs associated with the completion of the Project described in the EVCP Application, in an amount equal to the Final Funding Contribution, provided that:
- a. the Project for which the Municipality is seeking contribution is completed within twelve (12) months of the date of this Agreement;
- b. the Municipality agrees to indicate that the Project was supported by the MCCAC, clearly identifying the full name of the "Municipal Climate Change Action Centre" in print, digital, and social media related to the Project. The Municipality will liaise

- with the MCCAC to coordinate major announcements and promotions related to the Project;
- c. all Project verification requirements, as described in Section 4.1 are satisfied; and,
- d. the AUMA is satisfied that the nature of the Work completed was consistent with the EVCP Application.
- 5.3. Provided the Municipality has met all of the requirements in Section 5.1 above to AUMA's satisfaction, the payment referred to in Section 5.1 above shall be payable by the AUMA within one hundred fifty (150) days subject to funding being available in the current fiscal year allotment. For greater clarity, the Municipality remains fully liable to the Third-Party Provider with whom it engaged to complete the Project, with the Final Funding Contribution being payable from the AUMA to the Municipality only.

### 6. INCENTIVE STACKING RESTRICTIONS

- 6.1. The Municipality agrees to immediately disclose to the MCCAC both the Municipality's intention to participate as well as the actual participation in any other government programs (federal or provincial) through which any funding to be directed towards the cost of the Project is being pursued.
- 6.2. While the Municipality may be eligible to access other government programs for funding towards the cost of the Project, the Municipality agrees and acknowledges the amount of combined funding towards the cost of the Project from all sources shall not and cannot exceed the total Eligible Expenditures of the Project.

### 7. REMEDIES AND WARRANTIES

- 7.1. The Municipality shall immediately refund to the MCCAC, any payment received under the EVCP not in accordance with the EVCP Guidebook and the EVCP Funding Agreement upon notice being provided to the Municipality by the MCCAC. Failure to make repayment as required by the MCCAC creates a debt owing to the Government of Alberta that can be set-off against any money the Government of Alberta owes to the Municipality. Failure to make repayment as required by the MCCAC creates a debt owing to the Government of Canada that can be set-off against any money the Government of Canada owes to the Municipality.
- 7.2. The Municipality agrees that the MCCAC and the AUMA may set-off against any other grant or amount payable to the Municipality under any programs administered by the MCCAC or the AUMA any amounts that become repayable by the Municipality to the MCCAC or the AUMA under the EVCP.
- 7.3. The Municipality agrees that the MCCAC reserves the right to withhold approval of new projects and withhold release of funding for this Project if the Municipality has any other approved projects beyond their completion deadline under any

- programs administered by the MCCAC, until such projects are considered complete by the MCCAC.
- 7.4. If the Municipality provides any false, misleading, inaccurate, or incomplete information under the EVCP, the Municipality shall forgo all rights to benefit from the EVCP.

### 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 Municipality or applicant will not register or claim any environmental attributes generated by the Project. The 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 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 Effective Date and shall end upon fulfillment of the parties' obligations contained herein, except where the Agreement has been terminated early by the AUMA:
- a. in the event there are no further amounts of the Provincial Grant and/or Federal Grant available for distribution in the circumstances set forth in Section 9.1 hereof; or
- b. in accordance with Article 11.

### 10. CONDITIONS OF PAYMENT AND DISCLAIMER OF LIABILITY

- 0.1. 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 Provincial Grant and/or Federal Grant available for such distribution and payment. Upon execution of this Agreement and confirmation from the Municipality of the scope and cost 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, the Municipality understands and agrees 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 Provincial Grant and/or Federal Grant available for distribution, then the AUMA shall not be required to make its payment obligations stated herein. The Municipality acknowledges its understanding that there are limited funds available which may affect its compensation entitlements and that time is of the essence.
- 10.2. The Municipality acknowledges that AUMA is bound by the provisions of the Federal Grant and the Federal Grant is subject to there being an appropriation by Parliament for the Fiscal Year in which the payment of the monies pursuant to the Grant is to be made. Notwithstanding, any other provision of this Agreement, AUMA may reduce or cancel the payment of the Final Funding Contribution upon written notice to the Municipality in the event that AUMA receives notice from the Government of Canada that the funding levels pursuant to the Federal Grant have been changed or cancelled in their entirety. The Municipality and AUMA agree to amend the Project and the Eligible Expenditures for the Project in proportion to any reduction or cancellation of the Federal Grant.
- 10.3. Notwithstanding anything contained herein, the AUMA hereby expressly disclaims liability to the Municipality except as specifically contracted for herein and for greater clarity, the AUMA does not and cannot guarantee the reliability or comprehensiveness of any information provided by the MCCAC or the AUMA in relation to the Project 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 EVs, EV Charging Stations, and related 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.
- 10.4. The Municipality will be responsible for managing the Project and selecting and hiring qualified Third-Party Providers. The Third-Party Providers will not be under the AUMA's care and control and accordingly, the AUMA is not, and shall not be, responsible in any way for any acts or omissions of the Third-Party Providers and the AUMA hereby disclaims any responsibility or liability in relation thereto.

- 10.5. Neither the AUMA, the MCCAC, nor any of their affiliates are or will be liable to the Municipality or to any other party for a Third-Party Provider's failure to perform, for failure of the EV Charging Station to function, for any damage to the Municipality's premises caused by the Third-Party Provider, or for any and all damages to property or injuries to persons caused by or arising from any activities associated with the EVCP.
- 10.6. The Municipality agrees that any agreements or arrangements between the Municipality and the Third-Party Provider, in relation to procurement, construction and/or installation of the Project or supplying product or completing Work on behalf of the Municipality, shall be at the Municipality's sole risk and the Municipality shall be solely responsible to pay all amounts owing to the Third-Party Provider in relation to the Project or otherwise.
- 10.7. The Municipality agrees that for a period of five years after the last rebate had been issued, the Municipality shall not sell, lease, or otherwise dispose of, directly or indirectly, any EV Charging Station(s) to any entity, without the prior written approval of MCCAC, which may be reasonably withheld. The Municipality may be required to reimburse the provincial and federal governments via MCCAC, for any funds received from MCCAC, if at any time within five years from the last rebate date, the Municipality sells, leases, or otherwise disposes of, directly or indirectly, any component of the EV Charging Station(s), purchased, acquired, constructed, in whole or in part, as a result of or in connection with the EVCP.
- 10.8. The Municipality agrees that the Project and all EV Charging Station(s) are and will be compliant with the Electrical Code Regulation, and any other municipal, provincial or federal laws or regulations, as amended from time to time.
- 10.9. The Municipality is responsible for ensuring all EV Charging Station installation sites have the appropriate electrical capacity for safe and long-term operation.

### 11. INDEMNIFICATION

11.1. The Municipality agrees to assume all responsibility and liability for the legal duty to consult with Aboriginal groups, and where appropriate, to accommodate Aboriginal groups' concerns. Further, the Municipality hereby indemnifies and holds harmless the AUMA from any and all claims, compensation, damages, injuries or costs (including legal fees on a solicitor and his own client basis), that may arise from Canada or any Aboriginal group if the legal duty to consult has not been met.

### 12. DEFAULT AND TERMINATION

12.1. The following events shall be considered an event of default of the Municipality (each a "Default"):

- a. a breach of any of the terms and conditions set out in this Agreement and failure to rectify such breach within 10 days from the date that the Municipality provides notice to the Municipality; and
- b. a breach of any of the provisions contained in Schedule D to this Agreement and failure to rectify such breach within 10 days from the date that the Municipality or the Government of Canada provides notice to the Municipality (a "Federal Breach").
- 12.2. In addition to any other right of termination granted to AUMA in this Agreement, AUMA shall be permitted to terminate this agreement immediately on the occurrence of a Default or on the termination of the Federal Grant by Canada.
- 12.3. Notwithstanding the foregoing, if the Agreement is terminated as a result of a Federal Breach or as a result of the termination of the Federal Grant, AUMA may, at its option, elect to terminate this Agreement only in respect of the portions of this Agreement that pertain to the Federal Grant and continue to provide the that portion of the Final Contribution Payment that remains after removing the portion attributable to the Federal Grant, subject to the Municipality's compliance with the remainder of this Agreement. The Municipality shall be solely responsible for any portion of the expenses pertaining to the Project that have not been covered by the Final Contribution Payment or such portion of the Final Contribution Payment that is paid to the Municipality as a result of this section 11.3.
- 12.4. Notwithstanding the expiry or termination of this Agreement, the following clauses shall survive the expiration or termination of this Agreement for an additional (3) years:
- a. Article 9 (Disclaimer of Liability)
- b. Article 10 (*Indemnity*)
- c. Article 12 (Retention of Records)
- d. Schedule D (Federal Obligations)

### 13. RETENTION OF RECORDS

13.1. The Municipality will retain all books, records and supporting documents relating to the Project, including Eligible Expenditures, for three (3) years following the completion of the Project and will provide access to AUMA to such documents for auditing and program evaluation purposes.

### 14. GENERAL PROVISIONS

14.1. <u>Notices.</u> 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 emailed or 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	Municipality:	Town of Barrhead
	Alberta Municipal Place	_	5607- 47 Street, Barrhead
	300-8616 51 Ave	_	AB Alberta T7N 1A1
	Edmonton, AB, T6E 6E6	_	stouet@barrhead.ca
	contact@mccac.ca		_

- 14.2. MCCAC Not A Separate Entity. For clarity, all references and entitlements to, and obligations of, the MCCAC herein are the entitlements and obligations of the 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 as to the point of contact.
- 14.3. <u>Independent Contractors.</u> It is expressly agreed between the parties hereto that the AUMA and the Municipality are contracting as separate entities and neither are agents or legal representatives of any other for any purpose whatsoever nor shall either one 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.
- 14.4. <u>Currency.</u> All dollar amounts in this Agreement are expressed in Canadian funds.
- 14.5. Time of Essence. Time shall be of the essence of this Agreement.
- 14.6. <u>Entire Agreement.</u> 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.
- 14.7. <u>Counterparts.</u> 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.
- 14.8. <u>Successors and Permitted Assigns.</u> This Agreement shall not be assignable by the Municipality without the prior written consent of AUMA. This Agreement shall ensure to the benefit of, and shall be binding on and enforceable by AUMA and its respective successors and assigns.
- 14.9. <u>Severability.</u> 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.
- 14.10. <u>Amendments and Waivers.</u> 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.
- 14.11. <u>Governing Law.</u> This Agreement shall be governed by the laws of the Province of Alberta and the laws of Canada applicable therein.

# SCHEDULE "A" ESTIMATED FUNDING CONTRIBUTION

Estimated Funding Contributions will be determined in accordance with the terms and conditions described in the EVCP Guidebook.

### In Summary:

- 1. The AUMA agrees to pay a rebate amount (\$) in accordance with the rates defined in Tables A.1 and A.2 below.
- 2. All costs must be paid prior to reimbursement and the Municipality must satisfy the Project verification requirements set forth in Section 5 of the Agreement.
- 3. The total maximum EVCP funding available to be distributed to a single Municipality will not exceed TWO HUNDRED THOUSAND (\$200,000) for the EVCP's lifetime.
  - a. However, the MCCAC, at its sole unfettered discretion, reserves the right to adjust the maximum funding cap per Municipality in response to EVCP demand and changing market conditions (vehicle costs, equipment costs, etc.).

**Table A.1: EVCP Rebate Structure** 

<b>Charger Type</b>	Technology Conditions	Rebate
Networked Level 2	Any commercially available and network-capable EV charging	Up to 100% of
connectors	station certified for use in Canada. The charger must have a	total costs, to a
3.3 kW to 19.2 kW	SAE J1772 standard plug head or be a proprietary** connector	maximum of
	type rated for a minimum of 3.3 kW power output.	\$10,000 per
		connector*
Networked Level 3	Any commercially available and network-capable EV charging	Up to 100% of
Fast Charger	station certified for use in Canada. The fast charger must	total costs, to a
20 kW to 49 kW	include one or more of the following charging connector types:	maximum of
	Combined Charging System (CCS), CHAdeMO, or be a	\$30,000 per
	proprietary** connector type rated for a minimum of 20 kW	fast charger
	power output.	
Networked Level 3	Any commercially available and network-capable EV charging	Up to 100% of
Fast Charger	station certified for use in Canada. The fast charger must	total costs, to a
50 kW to 99 kW	include one or more of the following charging connector types:	maximum of
	Combined Charging System (CCS), CHAdeMO, or be a	\$100,000 per
	proprietary** connector type rated for a minimum of 50 kW	fast charger
27 1 17 10	power output.	TT 1000/ 0
Networked Level 3	Any commercially available and network-capable EV charging	Up to 100% of
Fast Charger	station certified for use in Canada. The fast charger must	total costs to a
100 kW and above	include one or more of the following charging connector types:	maximum of
	Combined Charging System (CCS), CHAdeMO, or be a	\$150,000 per
	proprietary** connector type rated for a minimum of 100 kW	fast charger
	power output.	

<sup>\*</sup> To qualify for Level 2 rebate funding per connector, each connector must be able to charge a vehicle and support a parking space simultaneously. Fast charging station funding is based on the number of chargers.

<sup>\*\*</sup>Proprietary connector types can represent a maximum of 75% of all charging connectors

installed at the same project site. The remaining balance (25% or more) must be universal charging connectors (J1772, CCS and CHAdeMO) of the same category (i.e. level 2 or fast charger).

### **Table A.2: Estimated Funding Contribution**

This Table A.2 outlines the Estimated Funding Contribution based on information provided in the EVCP Application. The Final Funding Contribution will be determined in accordance with information provided in the Project Completion Statement Schedule "C".

Project Summary	Number of Units	<b>Estimated Cost</b>	Rebate Value
Networked Level 2 connectors			
3.3 kW to 19.2 kW			
Networked Level 3 Fast Charger			
20 kW to 49 kW			
Networked Level 3 Fast Charger	2 (4 connectors)	\$110,095.00	\$110,095.00
50 kW to 99 kW	2 (4 connectors)	Ψ110,075.00	\$110,075.00
Networked Level 3 Fast Charger			
100 kW and above			
<b>Total Estimated Funding</b>			¢110,005,00
Contribution (\$)			\$110,095.00

Municipality Summary		
Municipality Name	Town of Barrhead	
Funding Received to Date (\$)	\$0.00	
[Maximum \$200,000 per Municipality]	\$0.00	
Funding Cap Reached? (Yes/No)	No	

The Estimated Funding Contribution outlined in Table A.2 is based on the information provided by the Municipality in the EVCP Application. The actual Final Funding Contribution is subject to change and will be determined in accordance with information provided in the Project Completion Statement and the project verification items outlined in Section 4.

### SCHEDULE "B" EVCP APPLICATION

As per the attached.

# SCHEDULE "C" EVCP PROJECT COMPLETION STATEMENT

To be sent upon project completion.

# SCHEDULE "D" FEDERAL GRANT OBLIGATIONS AND TERM

In additional to the terms contained in this Agreement, the Municipality shall comply with each and every one of the following obligations and the Municipality acknowledges and confirms that the obligations are a requirement of the Government of Canada in its capacity as the grantor of the Federal Grant. Both AUMA and the Government of Canada are entitled to enforce these provisions as against the Municipality.

#### D.1. Audit and Records.

- a. *Audit*. At all times during the term of this Agreement and for a period of three (3) years following the expiration or termination of this Agreement, the Municipality shall, at its own expense:
  - i. Keep proper and accurate books, accounts and records of its revenue received and expenses incurred and paid in connection with the Project and shall keep its invoices, receipts and vouchers relating thereto;
  - ii. Keep proper and accurate records of all data, analyses, and other scientific and technical assessments and reports, and any and all information relating to the outputs and outcomes of the Project;
  - iii. On demand, make available to AUMA and the Minister such books, accounts, records, invoices, receipts, and vouchers referred to above and permit AUMA and the Minister to examine and audit and take copies and extracts from such documents:
  - iv. Allow AUMA and the Minister, at their own expense and discretion, to conduct a technical audit to verify that the proposed measures outlined in the Municipality's EVCP Application were implemented in accordance with this Agreement; and
  - v. Allow AUMA and the Minister, at their own expense and discretion, to conduct an audit to verify the accuracy of reports submitted to AUMA or the Minister in accordance with this Agreement.

In the event that AUMA conducts the auditing conducted herein, AUMA shall have the full right to provide copies of any review, evaluation or audit reports to the Minister.

b. *Books and Records*. The Municipality authorizes AUMA to share with Canada this Agreement, any documents required to be delivered or actually delivered by the Municipality to AUMA relating to this Agreement or the Project, and any books and records for the Project for accounting, reporting, auditing and program evaluation purposes.

### **D.2.** Intellectual Property.

- a. *License of Intellectual Property*. The Municipality grants a non-exclusive, irrevocable, world-wide free and royalty free license in perpetuity to AUMA for any Intellectual Property that arises in the course of the Project and authorizes AUMA to grant a sublicense (on the same basis) to such Intellectual Property to the Government of Canada as requested from time to time.
- b. *License of Reports*. The Municipality shall supply to AUMA the Reports and the Municipality grants to AUMA a non-exclusive, irrevocable, world-wide, free and royalty-free license in perpetuity to use, modify, and, subject to the Access to Information Act, make publicly available such reports and documents for non-commercial governmental purposes.
- c. For the purpose of this Section D.1:
  - i. **Intellectual Property** means any intellectual property recognized by law, including any intellectual property right protected through legislation including governing patents, copyright, trade-marks, and industrial design.
  - ii. **Reports** means any document, report, financial statement, certification, declaration, photographs, or other document of any kind that the Municipality is required to deliver or actually delivers in connection with this Agreement or the Project.
- D.3. **Aboriginal Consultation.** The Municipality agrees that any legal duty to consult with Aboriginal groups affected by the Project, and where appropriate, to accommodate Aboriginal groups' concerns has been met and will continue to be met. If as a result of changes to the nature or scope of the Project, Canada determines that a legal duty to consult is triggered, the Municipality acknowledges and agrees that all of Canada's obligations pursuant to the Zero Emission Vehicle Infrastructure Program Non-Repayable Contribution Agreement referenced in recital B. will be suspended from the moment that Canada informs either Party that a legal duty to consult arises.
  - a. In the event that a legal duty to consult arises, the Municipality agrees that:
    a) AUMA may withhold any payment under this Agreement until Canada is satisfied that any legal duty to consult with, and where appropriate, to accommodate Aboriginal groups has been met and continues to be met;
    - b) if, as a result of such changes to the Project, Canada determines that further consultation is required, the Municipality will work with Canada to ensure that the legal duty to consult, and where appropriate, to accommodate Aboriginal groups, is met and continues to be met to Canada's satisfaction; and
    - c) it will consult with Aboriginal groups that might be affected by the changes to the Project, explain the Project to them, including Canada's role, and will provide a report to Canada, which will include:
      - i) a list of all Aboriginal groups contacted;

- ii) a summary of all communications to date with the Aboriginal groups, indicating which groups support or object to the Project, and whether their positions are final, preliminary or conditional in nature;
- iii) a summary of any issues or concerns that the Aboriginal groups have raised and an indication of how the Municipality has addressed or proposes to address those issues or concerns; and
  - iv) any other information Canada may deem appropriate.
- D.4. **Impact Assessment.** The Municipality represents and warrants that the Project is not a "designated project" nor a "project" according to the Canadian Environmental Assessment Act, 2012 or the Impact Assessment Act. If, within the Term, the Project becomes a "designated project" or a "project" carried out on federal land or outside of Canada according to the Impact Assessment Act, payment and AUMA's obligations under this Agreement will be suspended until:
  - a. In the case of a "designated project":
    - i. The Impact Assessment Agency of Canada makes a decision that no assessment of the "designated project" is required and posts that decision; or
    - ii. The decision statement with respect to the "designated project" that is issued to the Municipality sets out that the effects that are indicated in the report with respect to the impact assessment of the Project are in the public interest.
  - b. In the case of a "project":
    - i. A determination indicating that the carrying out of the Project is not likely to cause significant adverse environmental effects by the Minister or another authority referred to in the Impact Assessment Act; or
    - ii. If the carrying out of the Project is likely to cause significant adverse environmental effects, a decision of the Governor in Council indicates that those effects are justified in the circumstances.

and AUMA may terminate this Agreement with immediate effect by giving notice in writing to the Municipality.

D.5. **No obligation to Request.** The Municipality acknowledges that it will be solely responsible to request any decision to be made by the Impact Assessment Agency of Canada or the Minister to satisfy the conditions in Section D.1. Neither AUMA or Canada has any obligation to request a decision by the Impact Assessment Agency, the Minister or the Governor in Council and neither AUMA, Canada or the Minister will be liable for any direct, indirect, consequential, exemplary, or punitive damages, regardless

of the form of action, whether in contract, tort, or extra-contractual liability, or otherwise arising from the termination,

D.6. **Indemnity.** Neither Canada or AUMA, nor their respective employees, officers and agents, will have liability in respect of claims of any nature, including claims for injury or damages, made by any person involved in the activities of the Project or as a result of or arising out of this Agreement, and the Municipality will indemnify and save harmless Canada and AUMA, their respective employees, officers and agents, in respect of all claims for injury or damages arising from the Project.



### REQUEST FOR DECISION

**To**: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: Proposed new Blue Heron bronzed statue

### 1.0 PURPOSE:

For Council to review the possibility of purchasing a bronzed statue of a Blue Heron.

### 2.0 BACKGROUND AND DISCUSSION:

The 2022 approved Capital Budget includes the proposed purchase of a new Blue Heron statue, in the amount of \$60,000.00.

Administration was able to obtain the following two quotes:

Quote A \$52,189.00

Quote B \$40,000.00 - \$45,000.00 (subject to reviewing the existing statue in greater detail)

Quote A is from a firm in Edmonton, while the other firm is located approximately 3.5 hours away from Barrhead.

The quotes are based on a bronzed statue using the existing statue for the required mould.

The existing statue presents a challenge of not providing enough surface detail and definition for the mould which would require additional funds should the artist be required to manually add more details.

We were also advised that there is a chance that the moulding process could potentially alter the existing finished on the Blue Heron.

To add to Council's discussion, below is the 27" bronzed statue currently on display on the various Town's flower poles. Administration will have the statue at the Council Meeting.









Above is the current statue located in the Regional Aquatics Centre. In the interim to finalizing our plans the existing statue could be re-located to the Gazebo Park.

### 3.0 **ALTERNATIVES**:

- 3.1 Council instructs Administration to proceed with the purchase of a 6' 8" bronzed Blue Heron at an up-set limit of \$60,000.00, using the current bronzed statue as a model.
- 3.2 Install the existing Blue Heron statue in Gazebo Park and receive this report as information.
- 3.3 Council directs Administration to provide examples of a stencil metal art and pricing and provide the information at the next Council Meeting.

### 4.0 FINANCIAL IMPLICATIONS:

As previously noted, the Town's Capital Budget for this particular item has been approved at \$60,000.00. Should the project go over budget, the additional funds would be accessed through the Town's Contingency Reserve.

### 5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

### 6.0 <u>SENIOR GOVERNMENT IMPLICATIONS:</u>

Not Applicable

### 7.0 POLITICAL/PUBLIC IMPLICATIONS:

The Town was always been associated with the Blue Heron and having a statue of it outside in one of the Town's Park attracting visitors' interest and adds to the overall vibe of the community.

### 8.0 <u>ATTACHMENTS:</u>

None

### 9.0 **RECOMMENDATION**:

Council instructs Administration to proceed with the purchase of a 6' - 8" bronzed Blue Heron at an up-set limit of \$60,000.00, using the current bronzed statue as a model.

(original signed by the CAO)
Edward LeBlanc
CAO

### COUNCIL REPORTS AS OF JUNE 14, 2022

Meeting (since last council)

Agricultural Society	Cr. Oswald (Alt. Cr. Kluin)	<u>X</u>
Barrhead Accessibility Coalition	Cr. Kluin	
Barrhead Cares Coalition	Cr. Assaf	
Barrhead & Area Regional Crime Coalition (BARCC)	Mayor McKenzie	
Barrhead Attraction & Retention Committee	Mayor McKenzie	
Barrhead & District Social Housing Association	Cr. Smith	
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith	
Barrhead Regional Airport Committee	Mayor McKenzie and Cr. Assaf	
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith (Alt. Cr. Sawatzky)	
Capital Region Assessment Services Commission	Cr. Klumph	
Chamber of Commerce	Cr. Oswald	
Community Futures Yellowhead East	Cr. Assaf (Alt. Cr. Kluin)	
Economic Development Committee	Committee of the Whole	
Enhanced Policing School Resource Officer Committee	Cr. Sawatzky (Alt. Mayor McKenzie)	
Family & Community Support Services Society	Cr. Kluin and Cr. Oswald	
Intermunicipal Collaboration Framework Committee	Cr. Assaf, Cr. Smith and Mayor McKenzie	
Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	
Municipal Emergency Advisory Commission	Cr. Assaf, Cr. Kluin and Cr. Smith	
Municipal Planning Commission	Cr. Assaf, Cr. Oswald and Cr. Smith (Alt. Cr. Sawatzky)	
Subdivision & Development Appeal Board	Cr. Klumph	
Twinning Committee	Cr. Klumph	
Yellowhead Regional Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	



## C.A.O Report

To: Town Council

Date: June 14, 2022

Re: June, 2022 C.A.O. Report

### **Enforcement Services:**

The Department currently has 14 open files under review/investigation:

• Bylaw issues: 6 files

 Traffic Enforcement – (ie: speeding, school zone speeding, distracted driving): 6 files

· Animal control matters: 2 files

### **Fire Protection Services:**

- ➤ Incidents from May 1 May 31, 2022
  - Fires 1 (11.85 hours or 6.57% of total hours for the month of May)
  - Rubbish or grass fires 9 (108.5 hours or 60.19% of the total man hours for the month of May)
  - Fires not responded to 1 (1.30 hours or .72% of the total man hours for the month of May)
  - Vehicle accidents 1 (9.1 hours or 5.05% of the total man hours for the month of May)
  - Gas leak or CO incidents 2 (10.5 hours or 5.83% of the total man hours for the month of May)
  - Ambulance assists 9 (34.75 hours or 19.28% of the total man hours for the month of May)
  - Alarms 2 (4.25 hours or 2.36% of the total man hours for the month of May)
  - Total 25, Total man hours 180.25 man hours

For the month of May there were a total of 25 calls which represented a total of 180.25 firefighter hours.

### > Training:

- NFPA 1001 level 1 fire fighter continued
- Pumping operations, hydrant connections
- Chain saw use
- Vehicle extrication
- Online Wildland firefighter training for assisting provincial aid requests
- Proctor and evaluate Westlock NFPA 1002 driver course

### ➤ Other

- Training grounds, rope training prop and balcony installed on structure.
- Tender 5, Tank leak repaired on warranty
- Attended the Fire Chief Conference in Red Deer
- Alberta Fire Chiefs Association and with Barrhead Regional Fire Services struck a Committee in an attempt to address issues faced by rural fire departments. The Barrhead Department was chosen because they are successes in recruiting and its training program, along with responding to both urban and rural areas.
- ➤ Membership 36, 35 responding, one returning member, one new recruit and 1 member resigned due to work and life balance.

### **Recreation Services:**

### Operational:

- Treaty 6 Recognition Event was held on May 25<sup>th,</sup>
- Applied for \$3000.00 Alberta Blue Cross Community Roots Program grant towards, NE trail development (close to the Public Works Shop and Pollard Bank Notes),
- Applied for \$50,000.00 Alberta Blue Cross Built Together Grant, towards boardwalk observation deck,
- Mom, Pop, and Tot Class has been successful and we are looking to continue running it into June,
- Queen Bee Sisterhood program (for girls between the ages of 8 14) has been a success and is continuing to run for the month of June,
- Functional Training fitness program is our first fitness program running post-COVID and will run for the month of June.

- Will run a Mobile Joints fitness program for Adults 55+ pending successful registration,
- "Beak Breaks" are being held every Friday from 11-12pm where the first child to find us wins a prize basket and everyone else that finds us gets a cool treat, this is our third-year hosting "Beak Breaks" in celebration of "June is Recreation & Parks Month",
- As "June is Recreation & Parks Month" the Department has added five new geocaches to the community, everyone that finds all five are included in a draw to win a prize. Staff will continue adding five more every June for at least the next couple of years,
- Summer Program Registration takes place on June 20<sup>th</sup>.
- Onoway swimming lessons are done this week.
- Fort Assiniboine swimming lessons start this week.
- End of the year school swims are all booked up.
- Swimming Lesson registration for summer is Monday June 13<sup>th,</sup>
- Staff first aid scheduled for June 27 and 28.
- Parks, playground, greenspace inspections and maintenance ongoing.

### Capital

- Held progress (zoom) meetings with Trane on agrena upgrades and NewLine Skate Parks on the All wheels Park. Construction to start June 13, 2022.
- All recreation sections are working on capital projects,
- Curling Rink upstairs washroom retrofit is 50% complete

### Next Month's Activities

- Preparing for our Communities in Bloom evaluation continues, evaluation date is August 12,
- Preparing for Canada Day celebration continues.
- Summer hours will start July 4,
- Summer swim lessons start July 4<sup>th.</sup>

### Upcoming Special Events

- Hosting a Customer Appreciation Day at the Barrhead Regional Aquatics Centre on June 21<sup>st</sup>.
- Teen night summer bash is June 24, \$2 swim with games, prizes, and snack for teens only,
- Father's Day swim \$2 swim is scheduled on Father's Day, June 19.

### **Transportation Services:**

### Operational

- Pot hole filling program is on-going.
- The Department will commence the crack sealing program, weather permitting.
- Sign maintenance continues.
- The Department continues with staff training, landfill recertifications. WHMIS, First Aid.
- Tree trimming is on-going.
- Cleaning and repairs to lagoon aeration diffusers.
- Clean out sludge micro filtration tank at the Water Plant.

### Capital

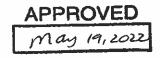
 Working with Contractors on the Industrial Park Reservoir Project. All leaks have been repaired.

### Edward LeBlanc - CAO

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

# Town of Barrhead COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF MAY 24, 2022

Reference Number	Resolution	Comments	Status
	May 24, 2022 Council Meeting		
209-22	Moved by Cr. Klumph that Council rescind Cr. Sawatzky's appointment as an alternate member of the Library Board.	The Library Board was advised accordingly.	Done
	May 10, 2022 Council Meeting		
196-22	Moved by Cr. Smith that Council authorizes an annual land lease agreement with Mr. Brian Koberstein for Lot 1 Block 1 Plan 1323264 (containing 5.07 acres) and Part of SE 29-59-03-W5 (containing 5.989 acres) for a total of a 4 year term, as presented.	the lease holder. Lease holder's signature is still	Done
	May 10, 2022 Council Meeting		
179-22	Moved by Cr. Assaf that Council instructs Administration to contact the City of Grade Prairie to inform them that the Town of Barrhead is prepared to support their resolution during the 2022 Alberta Municipalities Convention.		Done
	December 14, 2022 Council Meeting		
431-21	Moved by Cr. Klumph that Council instructs Administration to work with the Barrhead Regional Water Commission to come up with an agreement whereby the Commission pays the Town for future sewer operating expenses and capital expenditures.	Letter was forward to the Water Commission and was discussed during their meeting of April 21st.	In Progress
	November 23, 2021 Council Meeting		
415-21	Moved by Cr. Assaf that Council directs Administration to make the necessary arrangements for the recognition of long service awards for elected officials for the 2022 AUMA Convention.	It was confirmed by AM (Alberta Municipalities) that there is recognition for long service of municipal elected officials with at least 20 years of service. The deadline for nominations for this year has been set for June 30th. Administration will prepare the nomination package. The item will be presented to Council during the June 28th Meeting as a resolution from Council is required.	In Progress
	March 9, 2021 Council Meeting		
083-21	Moved by Cr. Assaf that Council authorize the disposal of the 2012 International garbage truck at a public auction, vendor to be at the discretion of Administration.	The new unit arrived mid-February and has been in service since March. Once all ordered bins/covers have arrived, Administration will be moving forward to dispose of the old unit - probably in late Summer/early Fall.	Pending





Barrhead & District Family and Community
Support Services Society
Thursday, APRIL 21, 2022
Regular Board Meeting
MINUTES

#### Present:

Jane Wakeford - Chair
Dan Garvey - Vice Chair
Mark Oberg - Secretary/Treasurer
Karen Gariepy - Executive Director
Kay Roberts - Bookkeeper
Carol Lee - Recording Secretary
Judy Bradley Vicki Kremp Anthon

Judy Bradley Vicki Kremp Anthony Oswald Dausen Kluin Sally Littke

Bill Lane Paul Properzi Sharen Veenstra

### **Absent: Kay Roberts**

#### 1) Call to Order:

The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order at 9:40, by Chair, Jane Wakeford.

#### 2) Acceptance of Agenda - Additions/Deletions

27-22 Moved by Paul Properzi to accept the agenda as presented, with the addition of 4b Provincial Rebates, motion seconded by Vickl Kremp.

### 3) Items for Approval

### a) Minutes for the regular Board meeting of the Barrhead & District FCSS March 17, 2022.

28-22 Moved by Dausen Kluin moved to accept the minutes of the regular Board meeting, March 17, 2022. Motion seconded by Judy Bradley.

Carried

Carried

#### b) Financial Statements

31-22 Moved by Mark Oberg and seconded by Sally Littke to accept the 80/20 General Account, Community Account and Casino Account Financial Statements for the period ending, March 31, 2022, as presented.

Carried

29-22 Moved by Mark Oberg to transfer from 114.21 Family Violence, \$2386.88 to Community Account 224, motion seconded by Bill Lane.

arried

30-22 Moved by Mark Oberg to transfer from New Horizons Seniors 120, \$1639.69 to 80/20 program. Motion seconded by Judy Bradley.

Carried

### 4) New Business

- a) NE Zone Regional Spring Meeting- Mary 12 13, 2022 Director Karen Gariepy and Board member Judy Bradley will attend
- b) Provincial Rebate

- 5) Old Business
  - a)
- 6) Items for Information
  - a. Director's Report
  - b. FCSSAA Minutes
- 7) Board Development

Several online courses Board members can take. Will investigate courses for members following the May 19, 2022 Regular Board meeting.

- 8) In Camera
- 32-22 Moved by Leslie Penny to go 'in camera' at 10:25 a.m.
- 33-22 Moved by Leslie Penny to come out of 'in camera' at 10:55 a.m.
  - 10) Next Meeting: Thursday, May 19, 2022
  - 11) Adjournment

34-22 Sally Littke moved to adjourn the meeting at 10:59 a.m., motion seconded by Judy Bradley.

Carried

Barrhead & District Family and Community Support Services Society
Regular Board Meeting of April 21, 2022

#639 P.004/004

06/20/2022 11:16

To:Town of Barrhead

### Barrhead & District Social Housing Association Minutes

#### Regular Board Meeting – March 22, 2022

Members Present:

Craig Wilson, Don Smith, Bill Lane, Meerten Zeldenrust, Peter Kuelken

Members Absent:

Roberta Hunt

Staff Present:

Tyler Batdorf, Su Macdonald

1.0 The meeting was called to order at 1:04 p.m.

#### 2.0 Approval of Agenda

Peter Kuelken moved to approve the March 22, 2022, Regular Board Meeting Agenda.

Carried Unanimously

#### 3.0 Adoption of the Minutes

Bill Lane moved to adopt the Minutes of the Regular Board Meeting of March 7, 2022.

Carried Unanimously

#### 4.0 Reports

4.1 Financial Report

Income Statements for Lodges, Seniors Self-Contained, Community Housing and the John & Gerald Support Fellowship were presented.

Peter Kuelken moved to accept the Financial Report as presented.

Carried Unanimously

- 4.2 CAO Report
  - -Covid 19 Update
  - -Staffing
  - -Time Clock System
  - -ASHC Project Update
  - -BDSHA Project Update
  - -New Addition Construction Update
  - -New Office Furnishings
  - -Data and Communication Requirements

Don Smith moved to accept the CAO's Report as presented.

Carried Unanimously

Initials: Chairperson  $\underline{C}W_{CAO}\underline{\hspace{0.1cm}}$ 

4.3 Vacancy Report

-Hillcrest Lodge 11 vacancies

-Klondike Place 0 vacancies

-Golden Crest Manor 6 vacancies

-Jubilee Manor 4 vacancies

-Pembina Court Manor 6 vacancies

-JDR Manor no vacancies

-Barrhead CH 1 vacancy

-Swan Hills CH 5 vacancies

Meerten Zeldenrust moved to accept the Vacancy Report as presented.

Carried Unanimously

4.4 Cheque Log for February 2022

Peter Kuelken moved to accept the Cheque Log as presented.

Carried Unanimously

#### 5.0 Old Business

5.1 John & Gerald Fellowship

The Deputy CAO & Corporate Services Manager updated the Board on the progress of the transfer of the property and management to The Blue Heron Support Services – for information only.

5.2 Hillcrest Bus

The bus has been ordered and the deposit paid. A motion was requested to close the Van Fund GIC.

Bill Lane moved that the Van Fund GIC, account number 4321-8134514-07, balance as at February 28, 2022, \$105,871.12, be closed.

Carried Unanimously

- 5.3 Corporate Image and Rebranding
  The Deputy CAO & CSM delivered a progress report for information only.
- 5.4 New Hillcrest Office Update

  The CAO presented the Board with an update on the office expansion for information only.

Initials: Chairperson CN CAO

#### 6.0 New Business

6.1 Salary and Wage Review

The CAO presented the recommendations of the Review Committee.

Peter Kuelken moved that the Board accept the recommendations of the Salary & Wage Review Committee.

Carried Unanimously

6.2 Budget Review and Acceptance
The Deputy CAO & CSM presented budgets for the Lodges, Social Housing and for the John & Gerald House.

Meerten Zeldenrust moved that the budget for J&G House be approved as presented.

Carried Unanimously

Peter Kuelken moved that the Deputy CAO & CSM remove the payroll items from the Social Housing budget and use the \$176,405 figure from the 2021 financial year instead as total payroll costs, and that she approach Alberta Seniors & Housing to ask for a budget review for the social housing program to eliminate the surplus payable due to the increase in utilities and decrease in rental revenues.

Carried Unanimously

Don Smith moved that the budget for the Lodges be accepted as an interim budget pending the outcome of the budget review for social housing and presentation of the Lodge budget for formal approval in May.

Carried Unanimously

6.3 Rental Rate Review
The Deputy CAO & CSM requested that the Board review the rental rates for the Lodges and social housing tabled from the last meeting.

Don Smith moved that this item be deferred until the 2023 financial year.

Carried Unanimously

- 6.4 Board Competency Discussion
  Information was presented around the Board Competency requirements contained in Bill 78 for information only.
- 7.0 Correspondence
  None

Initials: Chairperson  $\bigcirc \mathcal{W}$  CAO

8.0	In Camera – Board and CAO Not required	
9.0	In Camera – Board Only Not Required	
10.0	Time and Date of Next Meeting Friday, April 29, 2022 @ 10:00 a.m.	
11.0	Adjournment Meeting adjourned at 2:50 p.m.	
Signature:	Craig Wilson, Chairperson	May 3, 2022 Date
Signature:	Tyler Batdorf, CAO	May 31 /2622 Date

# Barrhead Exhibition Association and Agricultural Society Board Meeting May 24, 2022

Meeting called to order by President Jackie Miller at 7:30 pm.

Attendance: Jackie Miller, Brenda Visser, Ken Anderson, Ashley Mast, Neil Branden, Shauna Abernathy, Colleen Branden, Steve Zunti, Lynn Down, Bill Lane, Anthony Oswald

#### ADOPTION OF AGENDA

Moved by B Lane to adopt amended agenda. Seconder A Mast. Carried.

#### **ADOPTION OF MINUTES**

Moved by C Branden to adopt minutes of Board Meeting of April 26, 2022. Seconder K Anderson. Carried.

#### **BUSINESS ARISING FROM MINUTES**

50/50 – A benefit 50/50 will be carried out at the Derby by one group. Moved by N Branden to offer other interested groups the opportunity to hold a joint venture 50/50 at both the Fair/Rodeo and the WRA Finals Rodeo and will split the proceeds. Seconder C Branden. Carried. Ag Society will obtain the licenses.

- 1. AHS License Agreement An official letter of termination of the lease effective June 30, 2022 has been sent to AHS and AHS has acknowledged the termination.
- 2. Rebranding/Marketing Moved by S Abernathy to approve Clarke Creative to design new website \$1200 and rebranding/logo \$2500. Seconder A Mast. Carried.

#### REPORTS

- 1. Financial Report attached. Several deposits have been made for our activities at our upcoming events. Moved by B Visser to accept report as presented. Seconder N Branden. Carried.
- 2. Facilities Report attached. Moved by K Anderson to accept report as presented. Seconder N Branden. Carried.
- 3. Fair Report attached. Will use "Showpass Ticketing" for events. Moved by B Visser to make a donation of \$750 to the Barrhead Fire Department for bar services at the Derby. Seconder B Lane. Carried. Moved by B Visser to charge a vender fee of \$75/day at our events. Seconder S Zunti. Carried. Moved by B Visser to accept report as presented. Seconder N Branden. Carried.
- 4. Rodeo Report (Fair) Moved by N Branden to approve Fair Rodeo budget of \$23,000.

  Seconder A Mast. Carried. Report accepted by the Board. (WRA Finals) J Miller reported an influx of volunteers since the call-out via media. A three year bid to host is required by August. Report accepted by the Board.
- 5. Fundraising Report C Branden reported an online 50/50 via Raffle Box is in works. Report accepted by the Board.
- 6. Derby Report A Mast reported 16 attendance at May 10 meeting. Announcer, Fire Dept., O' Canada, water truck confirmed. 7 trucks and 1 car registered. Trophy building June 25. The Board approved the purchase of T-shirts for all Derby volunteers identifying "derby", "security" and with derby design of her choice. Report accepted by the Board.

#### **NEW BUSINESS**

- Business MasterCard Moved by B Lane to apply for a Business MasterCard with administrators be those with current signing authority (B Visser, J Miller, S Zunti) and with a limit of \$5,000. Seconder A Oswald. Carried.
- 2. Grad June 30 Volunteers arrive by 5pm. Will use "Showpass Ticketing".
- 3. Meeting with Town of Barrhead J Miller and R Schmidt met with CAO Ed LeBlanc and Mayor Dave McKenzie. As the Ag Society provides funds for a summer student to the Town will provide on-site staff for our events for maintaining garbage and washrooms as well as mowing the grounds. They have also offered to do a promotional video of our property and facilities. The Board will arrange date to invite the CAO, Mayor and Town Council members to tour our property and facilities.
- 4. Sponsorships attached.
  - Cost and Sponsorship Opportunities Document shows the costs of putting on our events to a total of \$107,300.
  - Sponsorship List A list of potential sponsors. In-kind sponsorships to have a cash value. Businesses that might be interested in sponsoring any of our events will receive a "sponsor package" indicating the benefit they will receive.

#### **ADJOURNMENT**

Moved by B Lane to adjourn meeting at 9:00 pm. Seconder K Anderson. Carried

## Barrhead Exhibition Association and Agricultural Society Balance Sheet

As of May 23, 2022

	May 23, 22
ASSETS	
Current Assets	
Chequing/Savings 100 · Servus Credit Union - Chequing	9,812.98
101 · Servus Credit Union - Savings	11.96
102 · Servus Rewards #2	93.05
105 · Servus Credit Union - Shares	1,44
107 · Servus Credit Union - CASINO	17,037.15
109 · Term 9 Rodeo Grant 1 Yr Redeem	14,466.22
110 · Leonard's Memorial 1 Yr Rdeem 114 · Chequing 3	9,253.55 -50,000.00
Total Chequing/Savings	676.35
Total Current Assets	676.35
Fixed Assets	
170 · Land	152,541.86
172 · Show Barn	847,720.60
173 · Equipment	324,046.45
174 · Grounds Improvement	151,989.03
175 · Bablitz Exhibition Hall	308,480.06
Total Fixed Assets	1,784,778.00
Other Assets 186 · Other Assets	725.00
Total Other Assets	725.00
TOTAL ASSETS	1,786,179.35
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable	
200 · Accounts Payable	349.93
Total Accounts Payable	349.93
Other Current Liabilities 201 · Accrued Liabilities 205 · Stabilize Alberta Funding 250 · GST/HST Payable	1,775.00 14,435.00
252 · Input tax credits 250 · GST/HST Payable - Other	12.50 -5,892.73
Total 250 · GST/HST Payable	-5,880.23
Total Other Current Liabilities	10,329.77
Total Current Liabilities	10,679.70
Total Liabilities	10,679.70
Equity 195 · Pembina West Co-operative	-3,858.77
300 · Retained Earnings	-31,679.08
32000 · *Retained Earnings	94,046.80
350 · Equity in Capital Property	1,681,663.68
360 · Capital excess (deficit) Net income	559,94 34,767.08
Total Equity	1,775,499.65
TOTAL LIABILITIES & EQUITY	1,786,179.35

3:49 PM 05/23/22 Accrual Basis

### Barrhead Exhibition Association and Agricultural Society Profit & Loss

November 1, 2021 through May 23, 2022

	Nov 1, '21 - May 23, 22
Income	
FACILITY RENTALS	440.00
1099 · Arena Rental	110.00 9,868.04
1100 · Barn 1101 · Exhibition Hall Rental	9,000.04
1101A · Alberta Health Services Rental	38,500.00
Total 1101 · Exhibition Hall Rental	38,500.00
1103 · Heat in Barn	406.65
1106 · Meeting Room Rental	1,270.00
1107 · Open Riding	6,712.37
1111 · Electronic Timer Rental	80.00
Total FACILITY RENTALS	56,947.06
FAIR INCOME	
1405 - Derby Entries	1,050.00
1406 · Derby Sponsorship	900.00
1411 · Horse Show Sponsorship	350.00
1415 · Rodeo Sponsorship	750.00
Total FAIR INCOME	3,050.00
FUNDRAISING	
1201 · Bar (County of Barrhead)	234.29
1202 · Bar (Town of Barrhead)	969.54
1205 · Casino	15,142.07
1210 · Family FUNdraiser	
Raffle 1210 · Family FUNdraiser - Other	463.00 950.00
Total 1210 · Family FUNdraiser	1,413.00
Total FUNDRAISING	17,758.90
400 · Misc Income	850.00
401 · Other Revenue	0.04
402 · Patronage Dividends	12.11
410 · Memberships	118.00
430 · On Target Bull Sale	490.00
435 · Donations (A)	25,403.00
450 · Interest Earned 460 · Sponsorship (General)	24.31
460D · Bronze Sponsorship	500.00
460 · Sponsorship (General) - Other	850.00
Total 460 · Sponsorship (General)	1,350.00
Total Income	106,003.42
Gross Profit	106,003.42
Expense	
FUNDRAISING/BAR EXPENSES	
2203 · Town of Barrhead	524.48
2209 · Family FUNdraiser	338.22
Total FUNDRAISING/BAR EXPENSES	862.70
SHOW BARN EXPENSES Utilities	
2107 · Natural Gas	
2107 - Natural Gas 2107A - Carbon Tax	2 140 52
2107A · Carbon Tax 2107 · Natural Gas - Other	2,148.52 9,155.08
	· · · · · · · · · · · · · · · · · · ·
Total 2107 · Natural Gas	11,303.60
2108 · Power	4,698.55

## Barrhead Exhibition Association and Agricultural Society Profit & Loss

November 1, 2021 through May 23, 2022

	Nov 1, '21 - May 23, 22
2109 · Water & Sewer 2109A · Ag Barn Water and Sewer	491.77
Total 2109 · Water & Sewer	491.77
21110 · Internet Service	314.30
Total Utilities	16,808.22
2100 - General Operating Expenses 2101 - Barn & Grounds Repairs & Maint 2102 - Fuel, oil, etc 2104 - MEETING ROOM EXPENSES 2105 - Janitorial 2106 - Supplies - Meeting Room/Kitchen 2104 - MEETING ROOM EXPENSES - Other	7.29 7,213.80 648.61 3,088.00 309.13 5.84
Total 2104 · MEETING ROOM EXPENSES	3.402.97
2110 · Kitchen Maintenance	494.76
2111 - Equipment Maintenance & Repairs	3,327.73
Total SHOW BARN EXPENSES	31,903.38
WILDROSE FINALS EXPENSES 2535 · Saturday Night Cabaret	2,500.00
Total WILDROSE FINALS EXPENSES	2,500.00
2400 · FAIR EXPENSES Entertainment 2410 · Bouncy Activities 2461 · Global FMX Motocross	500.00 2,500.00
Total Entertainment	3,000.00
2407 · Derby 2424B · Misc Expenses	500.00
Total 2407 · Derby	500.00
2419 · Miscellaneous - Fair 2419B · Tent Rental	500.00
Total 2419 · Miscellaneous - Fair	500.00
2422 · Rodeo 2422D · Misc Costs	50.00
Total 2422 · Rodeo	50.00
2435 · Saturday Night Dance	1,325.00
Total 2400 · FAIR EXPENSES	5,375.00
2600 · BABLITZ EXHIBITION HALL EXPENSE 2603 · Repairs & Maintenance 2604 · Water & Sewer 2605 · Other expenses 2606 · Alberta Health Services	1,131.41 328.60 36.27 4,350.76
Total 2600 · BABLITZ EXHIBITION HALL EXPENSE	5,847.04
501 · Advertising 508 · Convention Expenses Registration Travel and accomodation 508 · Convention Expenses - Other	3,097.00 1,885.08 200.00
Total 508 · Convention Expenses	5,182.08
514 · Interest pd of overdue accounts	5.40

3:49 PM 05/23/22 Accrual Basis

## Barrhead Exhibition Association and Agricultural Society Profit & Loss

November 1, 2021 through May 23, 2022

	Nov 1, '21 - May 23, 22
515 · Donations	815.89
517 · Sundry	298.24
518 · Secretary Expenses	99.98
520 · Sponsorship	100.00
530 · Office Supplies	92.00
531 · Website	585.00
532 · Professional Fees	1,700.00
533 · Insurance	
533A · Farmers Market Insurance	288.00
533 · Insurance - Other	13,494.00
Total 533 · Insurance	13,782.00
534 ⋅ Bank Charges	17.45
535 · AAAS Membership	300.00
536 · Memberships and Fees	85.00
540 · Equipment Repairs & Maintenance	1,293.00
555 · Miscellaneous	280.16
80000 · CASINO	
80500 · Misc Expenses	1,995.00
80000 · CASINO - Other	-1,995.00
Total 80000 · CASINO	0.00
Total Expense	71,236.34
Net Income	34,767.08

### Barn Report

#### May 24, 2022

Since the April meeting the facilities have been used 6 times by other groups, 3 times for drop in riding, 13times by 4-H and 5 times by the ag society, for a total of 27 times. The arena has been worked 8 times and watered 4 times this month.

The building committee has met on May 9 and discussed Breukelman insulation, Barrhead Electric, west pony wall, roof repair, kitchen ventilation.

Breukelman and Barrhead Electric have finished the insulation of the barn.

Rookie Plumbing has repaired the north hydrant in the barn, mens washroom in the Bablitz hall and removed the insulation in kitchen ventilation duct. We have a new tap in inventory for the washroomsw in the Bablitz hall.

Visser Welding has repaired the speaker shelves in the barn, and 2-30 foot free standing panels. They are repairing the fan belt in the kitchen exhaust fan and straighting a brace on the south overhead door.

4H has had their 1<sup>st</sup> Achievement Day May 23- English Equestrian. 4H has donated the paint and have painted the bleachers inside the barn. They painted the inside plywood cover on the north sliding door and repaired some of the west pony wall. They are going to paint the inside announcer booth for beef achievement day.

County of Barrhead has been asked to grade our parking lot and driveway for Beef Achievement Day.

Gravel has been pulled off the grass onto the gravel parking lot.

<sup>3</sup>/<sub>4</sub> plywood for the pony wall has been moved into the barn.

Inside announcer stand has been repaired for 4H to paint.

I would like to thank Laurie Messmer for looking after the barn when Ken and Ev were sick.

#### WORK TO BE DONE

Repair 2 picnic tables
Kitchen ventilation
Need new barrels for rodeo 2022
Leonard Schmidt memorial

#### **BOOKINGS**

Lazy Daze – October 2022– April 2023 – Saturday and Wednesday evenings, May 1, Sept 24 & 25 Drop in Riding – Monday & Friday October – April, 2023 - Book 2 hour time slots per cohort group Barrhead Light Horse – May 29 – outside, June 5,12,19,26, 28, July 1, 5, 12, 26, 28, August 2, 9,16, 23, 27 & 28, 30, Thursday - October – April

Whitecourt Baseball Team – camping – May 27, 28,29

Barrhead Grad - June 30

4-H Focus – July 7, 8,9,10, 2022 – all facilities

Lazy daze – July 14 outdoor & barn, October 1&2

Drop in Riding – Monday, Tuesday, Friday – 5-9 pm October-March

Lazy Daze – Barn & outside grounds – October 1&2, Wednesday & Saturday October – April 2023

Demolition derby – July 23, 2022

Blue Heron Fair – August 13, & 14, 2022

Whitecourt Hockey – camping August 21-27

Beef show – September 10, 2022

Wildrose Rodeo Finals – September 14-18, 2022

Freedom Naples & T&M 4-H - Sundays 1-4 Meadowview 4-H - Saturdays 9:30-11:30 am

Camp Creek 4-H - Saturdays 11:30-1:30 pm

Canine 4-H – June 5, 4-7 pm

Achievement Days - Beef May 30, Horse June 4, Canine, June 5 Life Skills June 18

4-H District meeting – June 2, 16
Barrhead Light Horse – Thursday October – April 2023
DM Branden – Breaakaway roping -Tuesdays November 22 – April 4, 2023 – (except for On Target Bull Sale March 14), & January 13, February 17, March 10, March 31
On Taget Bull sale – March 14, 2023

#### Fair Committee Report May 24, 2022

- 1. Jackie Miller, Colleen Branden, Shauna Abernathy, Anna Swan, Lynn Down, Anthony Oswald, Shallon Touet, Kim Sax, Ashley Mast, and Brenda Visser in attendance.
- 2. Discussed with Shallon, the expectations for Town staff during the Derby and the Fair. The town will provide two employees for both events to empty garbage as well as the maintenance of washrooms in both the Exhibition Hall and Ag Barn. The town will ensure that the grass is cut prior to both events.
- 3. The town is awaiting the arrival of equipment for **outdoor movies**. If received on time, an **outdoor movie** will be held on **Friday**, August12th, hosted by the Town.
- 4. **Parade**: Jordy is trying to obtain permission for road closure, by the Barrmart, to accommodate a parade route that would end after the Keir Care Centre and Shepherd's Card facilities. Brenda has contacted the Chamber of Commerce, for their input regarding a possible 1:00 pm parade, rather than a morning parade. Start time of parade will be determined following the response from the Chamber.
- 5. Advance Mobile Ticket Sales: Jackie, Colleen and Brenda met with Payce Williams from Showpass Ticketing. We will offer presale mobile ticketing for all of our events. There is no cost to the Society. All processing fees will be paid by the purchaser. This means we will have two "entrances" at our main gates one for pre-purchased mobile tickets and one for cash sales. Wristbands will be issued to all attendees.
- 6. **Derby:** Gate shifts will be 12:00 Noon to 3:30 pm and 3:30 to 7:00 pm. Brenda will determine how and where the gates will be located. The North gate will be for contestants only. Volunteers per shift: A minimum number of 8 volunteers will be needed for the main entrance on the south side of the barn (layout of entrance still to be determined), and a minimum of 4 volunteers at both the east gate (location to be determined) and the north gate.
- 7. Fair Gates: layout and location still to be determined, and the number of volunteers per shift, per gate, will need to be decided. Do we need a gate at the Agrena and charge for Slo-Pitch games, or not charge for Slo-Pitch and somehow ensure that anyone coming from the ball diamonds can only access the rest of the grounds through a manned entrance? NORTH GATE: would it work to move the gate volunteers right out to the entrance on Schmidt Street instead of where it has been in the past?
- 8. **Signage:** will need good signage for gates prepaid line, cash line, etc. (Should include on signage that a wristband must be visible while on the grounds, or access to the event will be denied not sure exactly how to word this, but you get the point I hope)
- 9. **Security:** Brenda has booked for Derby, Fair and Finals
- 10. BBQ Cookoff: Kim Sax outlined to the meeting, how the cookoff will be run. Kim and Dennis Ranger have volunteered to do some canvassing for sponsorship for the Society. Brenda and Kim will work out the details on how that might happen.
- 11. **Concession:** an ad has been placed in the Barrhead Leader (May 17 and 24) looking for possible groups that might be interested. A <u>simple agreement</u> will drawn up and signed prior to awarding the concession. Brenda will draw up the agreement with input from others and <u>approval by the Executive</u>.
- 12. **Vendors:** One food truck (Ashley), Slushie truck (was at our Fair last year), Flamingo Treats (chocolate and other goodies) will be at the Derby and the Fair, and a Fish and Chip truck will also be at the Fair. Vendor Fee needs to be determined: uggest \$75.00/day/vendor
- 13. Advertising: Ad for all 3 events will be in the Alberta Staycation and WILD Alberta publications. We have been exploring costs of different ways of advertising with leaflets through the Post Office or in the Barrhead Leader, or just placing an ad in the Leader. Radio?
- 14. **Beer tent volunteers:** Shauna is coordinating this, but she will not here for the Fair and will need someone to pick up liquor, mix etc.
- 15. **Saturday night cabaret**: The Fire Department is willing to sell liquor tickets, operate the bar, and clean up for a \$750.00 donation. **Door**: Fire Department may be available for extra monies or do we just do it ourselves?
- 16. North property: will be available for extra parking for the Fair and the Finals
- 17. Map out grounds: will have to design a workable layout for location of all gates/entrances, events, entertainment, food vendors etc. for both Derby and the Fair

DERBY EXPENSES			These are the areas where sponsorship dolla	rs would be most appreciated!!!	WILDROSE RODEO FINALS - SEPTEMBER	
Heat Sponsor: \$450.00/heat	\$	4,500.00				
Added prize money		\$10,500.00			Projected Costs	
TOTAL PRIZE MONEY	\$	15,000.00			Contract cost for hosting	\$45,000.00
Other expenses: Security	\$	4,000.00			Advertising	\$4,000.00
Bouncy Castles	\$	1,400.00			Announcer	\$4,000.00
Advertising	\$	3,000.00			Livestock feed	\$6,000.00
Misc expenses	\$	2,600.00			Barn clean-up	\$2,500.00
TOTAL COSTS:	\$	26,000.00			Light Tower rentals	\$1,000.00
JAN 1-111-0-7-1-11-11-11-11-11-11-11-11-11-11-11-11					Ambulance	\$1,500.00
FAIR EVENT EXPENSES					Rodeo Clown	\$5,500.00
Children's Activities					Sand	\$4,000.00
Balloon artists, face painters etc.	5	3,600.00			Security	\$5,000.00
Bouncy Castles		2,400.00	1 A A A A A A A A A A A A A A A A A A A		Set-up/Take down costs	\$1,000.00
Fitset Ninja Obstacle Course	M. 1953	2,700.00			Cleaning/Damages	\$3,500.00
Mini Golf - Sunday only		400.00			Mini Broncs	\$800.00
			And the base of the second		Misc expenses	\$2,500.00
Mini Chuckwagons	\$	3,600.00	\$600.00/team x 6 teams			\$86,300.00
Heavy Horse Pull	\$	2,500.00	- VA-30		Video replay screen	\$15,000.00
					Cabaret: cost of entertainer	\$6,000.00
Global FMX Motocross	\$	13,500.00				\$21,000.00
TOTAL ENTERTAINMENT COSTS	\$	28,700.00	100			
Rodeo Costs: Ambulance	Ś	1,000.00				\$107,300.00
Stock Contractor	-	11,000.00				
Added prize money	-	The same of the sa	\$750.00/major event + \$150.00/other events	Major Events: \$750.00/event		
Rodeo Clown	-	2,000.00		Saddle Bronc		
Kid's Events: Calf Scramble, Boot Race, etc.	-	-	Prize money, boots	Steer Wrestling		
Other Misc. costs		2,100.00		Tie Down Roping		
TOTAL RODEO COSTS	Ś	23,000.00	1.01.01	Team Roping Header		
TOTAL RODES GOOD				Team Roping Heeler		
Horse Show:	\$	2.000.00	Prizes: \$50.00/class	Bull Riding	FYI: The Barrhead Agricultural	
THOUSE SHOW.	- 10		Hi-Point: \$200.00/age category	Ladies Barrel Racing	Society has just completed a	
Gymkhana	\$	1,000.00	The state of the s	1	\$100,000.00 insulating project in	
BBQ Cookoff: Prize Money	\$	THE PARTY OF STREET	\$50.00/business card ad in program	Novice Horse Riding	the Agricultural Barn	
Saturday Cabaret: cost of entertainer		\$2,650.00		Junior Bull Riding		
Other Costs: Tent Rental	Ś	1,750.00		Junior Barrel Racing		
Advertising	_	4,000.00		Pee Wee Barrel Racing		
Miscellaneous	-	1,000.00		Junior Breakaway Roping	1000000	
Miscellaneous	\$	15,800.00		Tanas aranay naping		
TOTAL FAIR EXPENSES	Ś	67,500.00				

	Derby - Ashley	<b>BBQ Cookoff</b>	Horse Show	Fair Rodeo	General	In Kind	Finals	Jackie	Brenda
A.M. Business Sevices									
All Around Mechanical								✓	
All Around Oilfield				✓		✓		✓	
Anderson Auto Parts	✓								
Anderson, Ken									
Anderson Seed Growers									
Anderson Solutions									
B & B Wilson Oilfield Service		✓							✓
BCO Enterprises						✓			
Back Door Liquor		✓			<b>✓</b>				
Back Forty						✓			
Barr Construction				✓	<b>✓</b>				✓
Barr North Veterinary					\$ 500.00				
Barr Tech Heavy Equipment Repair		✓							
Barr West Express						✓			
Barrmart Foods		✓		✓					
Barrhead Auto Parts		✓		✓	<b>✓</b>				
Barrhead Custom Meats		✓							
Barrhead Electric	\$450.00			\$ 750.00	\$ 800.00				
Barrhead Ford					<b>✓</b>				
Barrhead Glass & Mirro		✓							
Barrhead Light Horse Club	white he had been a second as the second as		4						
Barrhead Machine & Welding		✓							
B'hd Neighborhood Inn				✓					
Barrhad Social Housing				✓					
Barrhead Transit Mix					✓				
Barrhead UFA				✓	✓				
Branden, Colleen				✓				✓	
Branden Farms	j			✓	✓			✓	
Buffet Royale		<b>✓</b>							
Clarahan									
CC Cycle	✓								
County of Barrhead					✓	✓			✓
DST Oilfield Rentals									
Deherdt's Greenhouse	✓								

	Derby - Ashley	<b>BBQ Cookoff</b>	Horse Show	Fair Rodeo	General	In Kind	Finals	Jackie	Brenda
Dollar Store - Shelly Christianson		✓							
Don Wilson Surveys		✓							
Easy Slab Precast									
El-Con Construction		✓							
Emery, Dwayne					Ï				
Ford Motors - Barrhead	✓								
Fortis Alberta					✓				
Fountain Tire					✓				
Freson Bros	to the state of th	✓							
Glass Shop on Wheels (Wes Werkman)		✓							
Greig, Dale	Y I and a large of the large of								
Greilach Accounting						✓			
Griffin Lake Mountain Lodge		✓							
Grizzly Trail	✓	✓			✓				
HWS Services					✓				✓
Habitat 2000									
Haitel's Garage	✓	✓							
In Style Barbe Shop		✓							
Integ Distributors Ltd.		✓							
J's Place		✓							
Jay Day Water						✓		✓	
John's Mens and Ladies Wear	✓								
Jubilee Farms									
KNM Sales		✓- Colleen			✓	✓			
Kal Tire	✓			✓					
Koberstein Don & Brian						✓			✓
Krantz. (Dr.)	1								
Kremp, Kris									
Leon's Carpet & Paints	<b>✓</b>								
Luke's Contract Hauling		✓							
Mac's Agri Service				✓					
Mahar Drilling					✓	✓			✓
Martin Deerline				✓					
McEwens					✓				
McKellar, Jack									

	Derby - Ashley		Horse Show	Fair Rodeo	General	In Kind	Finals	Jackie	Brenda
McLean's Auto Part	\$ 450.00	✓			\$ 50.00				
Millar Western								✓	
Morrow Brothers		✓				✓			✓
Mourtiz Trucking						✓		Colleen	
Neerlandia Co-op		✓				✓			
North End Auto Bodty	✓								
Packrat Towing		✓							
Paddle River Golf & Country Club		✓							
Penny, Leslie									
Perry Law LLP				✓	✓				
Reliance Automotive		✓							
Remax Realty (Shannon Carlson)		✓							
Rexall Drug Mart (Carrie McElroy)		✓							
River Valley Crushing					✓				
Rob's Custom Wood						✓		✓	
Rock Solid Contrete		✓							
Sanderman Home Hdwe	✓	✓		✓	✓	✓			
Schmidt Arena				✓				✓	
Schmidt Livestock					✓			✓	
Schmidt, Randy				✓				✓	
Scotiabank						✓			
Servus					✓	✓		✓	
Shamrock Financial Services (Fitzgerald)		✓							
Small Power		✓			✓				
Sperling, Faye									
Stein, Brandon	<b>✓</b>								
Stephani Motors	✓	✓							
Sunnyside Realty	İ	<b>✓</b>		✓	✓				
Supersaul Chemmex									
TPH Rentals & Sales		<b>✓</b>							
The Flower Shoppe	0.0	✓							
Thunder Lake Sand & Gravel		✓				✓			
Town of Barrhead			10		<b>✓</b>	✓		✓	
Treasury Branch				ruser fine russide side \$10 fi		✓			
Triangle B Ranch						✓		✓	

	Derby - Ashley	BBQ Cookoff	Horse Show	Fair Rodeo	General	In Kind	Finals	Jackie	Brenda
Trouw Nutrition				1					
Van Loon, Guido									
Visser's Welding				✓	✓				✓
Vortex									
W5	✓								
W. Schneider & Sons Trucking Ltd.		✓							
Westlock Truck Parts		✓		į					
Wierenga, Art					✓	✓			
Wil's Hair Studio	✓								
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### REQUEST FOR DECISION

**To**: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

**Re**: Bylaw 08-2022, Fees and Rate Bylaw

#### 1.0 Purpose:

For Council to pass all three readings to Bylaw 08-2022, the Fees and Rates Bylaw

#### **Background and Discussion:**

The proposed bylaw does not introduce any new or revised rates but rather an accumulation of the various existing ones.

The fees and rates bylaw provides one document for all Town of Barrhead departments' fees and rates for services provided by the Town.

#### 2.0 Alternatives:

- 2.1 Council pass all three readings to Bylaw 08-2022, the Fees and Rates Bylaw, as presented.
- 2.2 Council instructs Administration to amend the proposed Bylaw 08-2022, the Fees and Rates Bylaw, as directed and pass all three readings.
- 2.3 Council tables proposed Bylaw 08-2022, the Fees and Rates Bylaw, and instructs Administration to provide further information and bring back the information at the next Council Meeting.

#### 3.0 Financial Implications:

None

#### 4.0 <u>Interdepartmental Implications:</u>

Not applicable.

#### 5.0 <u>Senior Government Implications:</u>

Not applicable.

#### 6.0 Political/Public Implications:

Not applicable

#### 7.0 Attachments:

7.1 Draft Bylaw 08-2022

#### 8.0 Recommendations

Council pass all three readings to Bylaw 08-2022, the Fees and Rates Bylaw.

(Original signed by the CAO) Edward LeBlanc CAO

#### BYLAW 08- 2022

### A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA TO ESTABISH FEES AND RATES FOR SERVICES PROVIDED BY THE MUNICIPALITY

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council may pass Bylaws for the purpose of establishing fees and rate charges for services provided by the municipality; and,

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

- 1. This bylaw shall be known as the "Fees and Rates bylaw"
- 2. The fees and rates contained and attached as Schedule A shall form part of this bylaw and may be amended from time to time and any such amendment shall form part of this bylaw.
- 3. This Bylaw shall come into force and have effect from and after the date of third reading thereof.

Read a first time this day of	, A.D., 2022.
,	TOWN OF BARRHEAD
	Mayor, Dave McKenzie
	CAO, Edward LeBlanc
Read a second time this day	of, A.D., 2022
	TOWN OF BARRHEAD
	Mayor, Dave McKenzie
-	CAO, Edward Leblanc
Read a third time this day of	of, A.D., 2022 and passed.

TOWN OF BARRHEAD	
Mayor, Dave McKenzie	
CAO, Edward Leblanc	

#### **ADMINISTRATION**

Tax Certificate	Description	Fee-Rates
Regular	Within one working day	\$25.00
Priority	Within 2 hours of request	\$50.00
Verbal Property Information request		\$10.00

Assessment Complaints	Description	Rate-Fee
Residential 3 or fewer and farmland		\$50.00
	Variable (as noted below)	
Residential 4 or more dwellings	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00
	Variable (as noted below)	
Non-Residential	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00

Miscellaneous	Description	Rates/Fees
	Lawyer, Engineer or Environmental	
Historical record search	request to undertake a historical	
	record search	\$100.00
Photo Copies		\$0.25/copy
Sale of Pins		\$2.50 + tax
Fax Service		\$3.00 + \$1.00/page
Sale of Maps		
Small maps	11x17	\$2.50
Large maps	2'x3'	\$5.00
Large maps	Larger than 2'x3'	\$5.00 plus \$1.00/per sq ft
		over
Promotional Items		Rate/fee + tax
Town Flags		\$100.00

#### **ANIMAL CONTROL**

Description	Rates/Fees
Dog/Cat License -spayed/ neutered (documentation required)	\$8.00
Dog/Cat License- unspayed/unneutered	\$20.00
Service Dog	Nil
Lost/damaged license tag replacement	\$8.00
Animal shelter/impound fee	\$20.00/daily

#### **BUSINESS LICENSE**

Description	Rates-Fees
Annual (resident/non-resident)	\$125.00
Home Based Business	\$175.00
Between July 31-October 31 - 50% reduction	
(after November 1 annual fee to Dec 31 of following year)	
Description - Other	
Hawkers-Peddlers-door to door	\$75.00/weekly
Temporary	\$50.00/weekly
Food Vender	\$125.00/yearly
General Contractor	\$500.00

#### **CEMETERY**

Main Section	Plot Fee	Perpetual Care Fee	Total Fee + Tax
Single Plot	\$450.00	\$100.00	\$550.00
Double Depth	\$450.00	\$100.00	\$550.00
Single Plot Child under 18	waived	\$100.00	\$100.00
Infant/Child (Eastlawn)			
¼ Plot	waived	\$25.00	\$25.00
½ Plot	waived	\$50.00	\$50.00

#### **COLUMBARIUM NICHE (maximum of two urns per niche)**

Niche Location	Cost per Niche	Perpetual Care	Cover Plate and	Open and Close Fees
	Plus GST	Plus GST	engraving	
			Full Responsibility of	Includes opening and
Level #1	\$1,000.00	\$100.00	purchaser. Must be	closing for first internment
			purchased from and	Includes opening and
Level #2	\$900.00	\$100.00	paid in full to Rose	closing for first internment
		\$100.00	City Memorials.	Includes opening and
Level #3	\$800.00		Must follow outline	closing for first internment
			in "Inscription	Includes opening and
Level #4	\$700.00	\$100.00	Details" which forms	closing for first internment
Additional			part of the	\$150.00 for each weekday
Opening and			Columbarium Niche	occurrence.
Closing			Sales Contract	

		\$200.00 for weekend and statutory holidays

#### **DEVELOPMENT (PLANNING)**

Development	Description	Rates-Fees
Permit	Residential	S100.00
Permit	Non-residential (Commercial/Industrial/institutional)	\$150.00
Permit	Shed-fence-garage-deck	\$50.00
Permit	Discretionary-Variance- Residential	\$150.00
Permit	Discretionary-Variance-Non-residential	\$200.00
Permit	Demolition	\$50.00
Sign Permit		\$50.00
Development	Description	Rates-Fees
Appeals	Development Appeals	\$200.00
Rezoning Requests	Land Use Bylaw Amendment	\$800.00

Encroachment	Description	Assessed age	Up to 152.4m	0ver 152.4m
Agreements			Rate/Fee	Rate/Fee
	Residential	Under 25%	\$100.00/year	\$150.00
		Between 25% & 50%	\$75.00/year	\$100.00
		Between 50% & 75%	\$50.00/year	\$75.00
		Over 75%	\$25.00/year	\$50.00
Assessed age of building				
based on a 50-year life span	Description	Assessed age	Up to 152.4m	0ver 152.4m
All fees are applied to tax	Commercial/Industrial	Under 25%	\$200.00	\$350.00
roll		Between 25% & 50%	\$150.00	\$300.00
		Between 50% & 75%	\$100.00	\$200.00
		Over 75%	\$50.00	\$100.00
	Description	Rate/Fee		
	Fence	\$25.00/year		
	Garage/Shed	\$25.00/year		

Compliance Certificate (Real Property Report)	Description	Rate/Fee
Regular Service	Within 1 week of request	\$60.00

Priority Service	Within 2 days of request	\$100.00

#### FIRE SERVICES

Unit	Description	No. Fire Fighters	Hourly Rate	Comments
Command 1	2014-Dodge Power 3/4 Ton	1	\$150.00 \$185.00 for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with misc. hand tools and pylons
Command 2	2010 GMC 3/4 Ton	1	\$150.00 \$185.00 for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with hand tools and pylons
Tower 6	2009-Pierce 104 Foot Ladder/Platform	4	\$600.00 \$630.00 for Prov. Highway Right-of-way	T-6 is a 2000 GPM Pump with multiple attack lines master streams, Connection Air system and Misc Tools and Fans
Engine-33	2006-Freightliner Rosenbauer 1000 GPM pump	5	\$500.00 \$630.00 Prov. Highway Right-of-way	E-33 is a 1000 GPM pump with pre-connected attack lines and two fixed master streams with misc tools for suppression
Engine-3	1999 Freightliner Fort Gary 1000 GPM pump	5	\$500.00 \$630.00 for Prov. Highway Right-of-way	E-3 is a 1000 GPM pump with pre-connected attack lines and misc tools for suppression
Rescue-8	2011-Freightliner Rosenbauer Heavy rescue	6	\$400.00 \$630.00 for Prov. Highway Right-of-way	R-8 is a Command/Rescue unit with awning light tower Re-hab equipped with Heavy hydraulics and misc Rescue tools
Tender-34	2008-Freightliner Rosenbauer Water Tender 500 GPM pump and 1754 Gal water	2	\$400.00 \$630.00 for Prov. Highway Right-of- way	Tender-34 is a tactical tender that has a bumper mounted monitor. It can be used for Firefighting @ \$400.00 per/hr or transporting water @ \$250.00 per/hr. and one 1800Gal port-o-tank
Tender-5	2013-Kenworth Water Tender 500GPM pump and 3000 Gal Water	2	\$300.00 \$630.00 for Prov. Highway Right-of-way	Tender-5 is a Super Tender with a bumper mounted monitor
Rapid Attack Truck-1	1999 - 1 Ton Bush Truck	4	\$250.00 \$630.00 for Prov. Highway Right-of-way	RAT-1 is equipped with a 300 gal CET bush pack with class A foam and misc wild land tools, including wajax pump and chainsaw

Wildland 1	2012 Polaris Ranger 6x6 off road side by side		2	\$150.00	)	Wild-1 has a CET skid unit with 65 Gal of water and a 5Hp pump with the ability to secure a patient for remote access. Stored in a 30 foot Aluminum Trailer.
Unit	Description	No.	Fire Fighters	Hourly	Rate	Comments
Fire Fighter	2 coompaion					
Administrative time	Per/Hrs		N/A	\$75.00		Time use to enter data or perform tasks outside normal duties.
Investigative time	Per/Hrs		N/A	\$100.00	)	Time use by trained members to search for cause and determination of an incident
Unit	Description		Rate		Comment	
Historical Search			\$50.00			ok into property outstanding, or changes recommended to
Bullex Prop.	Extinguisher Prop.		\$100.00 pe Max. \$500 for	•		g and Credit card pre. r \$2,000.00
K-Size Air bottle fill			'			be within the certified time
E/D-Size Air bottle fill			1 '		All bottles must be within the certified time frame.	
Floor Dry	Standard Floor Dry		Cost at purchase price plus 10%		Cost Per. Bag	
Floor Dry	Special Bio. or Chem. Dry		Cost at purchase price plus 10%		Cost Per Bag, Pail	
Foam	Class "A"		Cost at purchase price plus 10%		Cost Per Pail	
Foam	Class "B"		Cost at pu	ırchase	Cost Per Pail	
Foam	Class Fire Aid		Cost at purchase price plus 10%		Cost Per Pail	

#### **PUBLIC WORKS**

Equipment	Description	Hourly Rate- Fee
Grader	G720B Volvo	\$150.00
Sweeper	Global M4 HSF	\$180.00
Loader	544H Deere	\$110.00
Loader	544K Deere	\$120.00
Snow Blower		\$225.00
Loader Backhoe	310 SE Deere	\$90.00
Skid Steer	318D	\$100.00
Gravel Truck	Tandem	\$120.00
Garbage Truck		\$185.00
Recycle Truck		\$90.00
Sand Truck		\$150.00 + Sand \$50/tonne
Karcher Steamer		\$125.00
Sewer Flush Truck		\$175.00
John Deere Tractor		\$120.00
Schulte Mower		\$30.00
Sewer Camera		\$175.00
Power Auger		\$150.00
Air Compressor		\$35.00
Wobble Wheel		\$15.00
Pick up		\$25.00
Landfill Cat		\$150.00
Landfill Compactor		\$200.00
Asphalt Compactor		\$75.00
Line Painter		\$150.00
Chipper	7" to 10"	\$180.00
Supervisory Rate		\$90.00
Mechanic Rate		\$70.00
Labour Rate		\$60.00
Landfill Tipping Fees	Description	Rate/Fee
	Pickup Truck	\$30.00
	Truck/Trailer	\$50.00
	Large Truck 1 ton & over	\$60.00
	Tandem Truck	\$90.00
	End Dump	\$150.00

#### **RECREATION**

Facility/ Description	Item	Rate Type	Rate with GST
	14: 1 5 ( 000 (14 5:)		404.20
Arena- Ice	Minor Ice Before 9:00am (Mon-Fri)	Hourly	\$94.30
	Minor Ice 9:00am-4:00pm (Mon-Fri)	Hourly	\$84.00
	Minor Ice After 4:00pm (Mon-Fri)	Hourly	\$107.10
	School Ice Rental	Hourly	\$43.90
	Adult Recreation Ice- Town or County	Hourly	\$179.90
	Adult Recreation Ice- Outside of Town		4.00.00
	or County	Hourly	\$189.60
	Private Youth Ice	Hourly	\$107.10
	Competitive Hockey- Practice (9-4,		4
	MonFri.)	Hourly	\$84.00
	Competitive Hockey- Games	Hourly	\$179.90
	Summer Ice-Town or County	Hourly	\$160.20
	Summer Ice - Outside of Town or County	Hourly	\$170.90
Arena-Ice (Off Season)	Socials, Graduations, Weddings	Hourly	\$428.40
	Socials, Graduations, Weddings	Half Day	\$696.20
	Socials, Graduations, Weddings	Full Day	\$1,071.00
	Agricultural Shows, Rodeos	Hourly	\$535.50
	Agricultural Shows, Rodeos	Half Day	\$803.30
	Agricultural Shows, Rodeos	Full Day	\$1,285.20
	Commercial Rentals, Trade shows	Hourly	\$642.60
	Commercial Rentals, Trade shows	Half Day	\$1,071.00
	Commercial Rentals, Trade shows	Full Day	\$1,606.50
	Nonprofit Group	Hourly	\$374.90
	Nonprofit Group	Half Day	\$589.10
	Nonprofit Group	Full Day	\$856.80
	Rental - Outside of Town or County	Hourly	\$535.50
	Rental - Outside of Town or County	Half Day	\$803.30
	Rental - Outside of Town or County	Full Day	\$1,285.20
	Subject 1 form of county	Hourly/From 8am-	7 = , = 00 . = 0
	In-Line Hockey, Ball Hockey	5pm	\$69.60
	Line Hockey, builtioney	Hourly/From 5pm-	703.00
	In-Line Hockey, Ball Hockey	10pm	\$85.70
	Off Season BMBA	Hourly	\$26.80
Arena Kitchen/Concession	Rental	Half Day	\$128.50
Arena Kitchen/Contession	Rental	Full Day	\$250.00
	Concession Lease	Lease	\$250.00

Arena Lobby	Lobby	Full Day	\$160.70
	Lobby	Half Day	\$85.70
Charles Godberson Rotary			
Room	Meetings, socials, etc.	Hourly	\$53.60
	Meetings, socials, etc.	Half Day	\$107.10
	Meetings, socials, etc.	Full Day	\$160.70
		First hour with	
	Birthday Parties	Private Pool Rental	\$32.10
A susua Casa da Elas da Masakina			
Agrena Second Floor Meeting Room	Mootings socials atc	Hourly	\$53.60
ROOM	Meetings, socials, etc.	Hourly Half Day	\$107.10
	Meetings, socials, etc.	Пан Дау	\$160.70
	Meetings, socials, etc.	Full Day	\$100.70
	Meetings, socials, etc.	Tuli Day	
		First hour with	
	Birthday Parties	Private Pool Rental	\$32.10
	•		·
Minor Ball	1 Diamond	Full Day	\$37.00
Ball Diamonds-			
Other Tournaments	1 Diamond	Full Day	\$73.90
Non Learne Teams	Canada	F. II Day	ć22 F0
Non League Teams	Games Practices	Full Day Full Day	\$33.50 \$16.10
	Practices	Full Day	\$10.10
Ball Leagues	Senior Men's or Ladies	Team Per Season	\$154.20
Dan Leagues	Fast Ball	Team Per Season	\$154.20
	Slo-Pitch	Team Per Season	\$154.20
	Minor Ball or T-Ball	Team Per Season	\$24.60
			<b>7</b> = <b>3</b>
Facility/ Description	ltem	Rate Type	Rate with GST
	AAA La Daar	Total Divide	
	Mite to Bantam	Team Per Season	\$37.00
	Midget	Team Per Season	\$49.30
Rotary Park Camping	Non- Electric Sites	Per Night	\$25.00
,	Non- Electric Sites	Per Week	\$175.00
	Electrical Sites	Per Night	\$30.00
	Electrical Sites	Per Week	\$210.00
	3 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3		,
Cecile Martin/Beaver Brook		Field Per 2 Hour	
Soccer Fields	Youth Rate	Booking	\$16.10

		Field Per 2 Hour	
	Adult Rate	Booking	\$32.10
			4
Misc Items	Tables	Each Per Weekend	\$10.50
	Chairs	Each Per Weekend	\$3.15
	Delivery Fee Outside of Town Working		
	Delivery Fee Outside of Town Working	Harris Day Daysan	ć70.7F
	Hours or Statutory Holidays	Hour Per Person	\$78.75
	Delivery Fee Within Town Working	Harris Day Daysan	¢52.50
	Hours	Hour Per Person	\$52.50
	Pick Up Fee Outside of Town Working		670.75
	Hours or Statutory Holidays	Hour Per Person	\$78.75
	Pick Up Fee Within Town Working Hours	Hour Per Person	\$52.50
	Damage Deposit	Flat Rate	\$105.00
Bounce House	Child Drop in	Per Person	\$4.00
20000110000	Castle Bounce House	Hourly	\$148.50
	Jungle Combo Bounce House	Hourly	\$148.50
	Obstacle Course Bouncer	Hourly	\$168.50
	Castle Bounce House & Jungle Combo	Hourly	\$208.50
	Obstacle Course & Jungle or Castle	Hourty	<b>J200.30</b>
	Combo	Hourly	\$228.50
	Obstacle Course & Jungle & Castle	Hourty	<b>3220.30</b>
	Combo	Hourly	\$288.50
Bounce House with Pool	Castle Bounce House	Hourly	\$200.50
Rental	Castle Bourice House	Hourly	ć111 <i>1</i> 0
Rentai	Jungle Combe Bounce House	Hourly Hourly	\$111.40 \$111.40
	Jungle Combo Bounce House Obstacle Course Bouncer	•	•
		Hourly	\$126.40
	Castle Bounce & Jungle Combo	Hourly	\$156.40
	Obstacle Course & Jungle or Castle	Harrely	ć171 40
	Combo	Hourly	\$171.40
	Obstacle Course & Jungle & Castle	Harrely	ć21 <i>C</i> 40
	Combo	Hourly	\$216.40
		Per Unit- Price	
		Dependent on	\$367.50-
Advertising	Zamboni	Location	\$525.00
	Arena Glass	Per Year	\$315.00
	Dash Boards	Per Year	\$840.00
		Per multi-year	
	Dash Boards	Agreement	\$735.00
	Dressing Room	Per Year	\$1,575.00
	Ice Scooter Advertising	Per Year	\$78.75
	Ice Scooter Advertising	Lifetime	\$267.80
	I ICE SCOOLET AUVELLISHING		T = 07.30
		Per Year	\$1,575.00
	Centre Ice Logo	Per Year Per Season	
		Per Year Per Season Per Year	\$1,575.00 \$525.00 \$262.50

Clean up Charge	Event Clean Up	Flat Rate	\$321.30
	Concession Clean Up	Per Hour	\$100.00
	·		·
Curling Rink	Main Floor	Half Day	\$126.00
-	Main Floor	Full Day	\$252.00
	Main Floor	Weekend	\$525.00
			-
Misc	Public Skate Sponsorship	Flat Rate	\$107.10
	Re-Key Storage Room	Flat Rate	\$100.00
		Flat Rate/Per Ice	
	Dressing Room	Season	\$630.00
		Per Unit/Per	7 000 000
	Under Bleacher Storage Unit Rental	Season	\$214.20
		35050	Ψ===0
Pool Pass	Adult(18-64)	Drop in Rate	\$8.75
		10 Passes	\$74.50
		Monthly	·
		Membership	\$56.10
		3 Month	
		Membership	\$163.20
		6 Month	
		Membership	\$316.20
		12 Month	
		Membership	\$479.40
		12 Month	
		Corporate	
		Membership	\$407.50
Pool Pass	Youth(13-17)	Drop in Rate	\$5.50
		10 Passes	\$51.00
		Monthly	Ć 45.00
		Membership	\$45.90
		3 Month	¢120 F0
	_	Membership 6 Month	\$129.50
		Membership	\$250.90
		12 Month	\$230.90
		Membership	\$357.00
		12 Month	7557.00
		Corporate	
		Membership	\$303.45
		Wichibership	7505.45
Pool Pass	Child (3-12)	Drop in Rate	\$4.00
	53 (5.12)	10 Passes	\$35.70
		Monthly	+55.75
		Membership	\$28.60

1		3 Month	
		Membership	\$79.60
		6 Month	775.00
		Membership	\$158.10
		12 Month	7136.10
		Membership	\$244.80
		Weitibership	\$244.60
Pool Pass	Tot (0-2)	Drop in Rate	\$0.00
POOI Pass	101 (0-2)	10 Passes	\$0.00
			\$0.00
		Monthly	¢0.00
		Membership	\$0.00
		3 Month	4
		Membership	\$0.00
		6 Month	
		Membership	\$0.00
		12 Month	
		Membership	\$0.00
Pool Pass	Senior(65+)	Drop in Rate	\$6.40
		10 Passes	\$56.10
		Monthly	
		Membership	\$40.80
		3 Month	
		Membership	\$122.40
		6 Month	
		Membership	\$244.80
		12 Month	
		Membership	\$367.20
		12 Month	,
		Corporate	
		Membership	\$312.10
			,
Pool Pass	Family	Drop in Rate	\$17.90
		10 Passes	\$163.20
		Monthly	Ψ = 00.120
		Membership	\$147.90
		3 Month	Ψ117.50
		Membership	\$428.40
		6 Month	γ-720. <del>4</del> 0
		Membership	\$637.50
		12 Month	۵۲.۱۵۵۲
			\$1,020.00
	Acus Cais	Membership	
	Aqua Spin	Daily Drop in	\$12.90
		Discount on Daily	60.40
		Drop In	\$6.40
		9 Pass Membership	\$96.40
		Discount on 9 Pass	\$48.20

Pool Rentals	Private Pool Rental 1-40 People	In town/county	\$128.50
. oo. noman	die : doi nemai 2 40 i copic	Out of	Ψ±20.50
		town/county	\$257.00
	Private Pool Rental 41-60 People	In town/county	\$176.70
		Out of	<del>+</del> =
		town/county	\$267.80
	Private Pool Rental 61-80 People	In town/county	\$219.60
		Out of	•
		town/county	\$299.90
	Private Pool Rental 81-100 People	In town/county	\$267.80
		Out of	
		town/county	\$362.00
School Pool Rentals	School Rental 1-40 People	In town/county	\$75.00
		Out of	
		town/county	\$128.50
	School Rental 41-60 People	In town/county	\$107.10
		Out of	
		town/county	\$149.90
	School Rental 61-80 People	In town/county	\$139.20
		Out of	
		town/county	\$208.90
	School Rental 81-100 People	In town/county	\$176.70
		Out of	
		town/county	\$251.70
	School Rental 101-120	In town/county	\$214.20
		Out of	
		town/county	\$294.50
School Lessons	One Instructor(No GST)	Per Student	\$33.00
	Additional Instructor (No GST)	Per Student	\$20.00
Lessons	Preschool	Per Set	\$49.00
(No GST for 14 Years and	FIESCHOOL	rei set	\$49.00
Under )	Swimmer 1-2	Per Set	\$54.10
Officer )	Swimmer 1-2	Per Set	\$55.00
GST for 15 Years and Older)	Rookie/Ranger/Star	Per Set	\$59.20
dat for 13 rears and older,	Private Lessons	Per Lesson	\$33.70
	Semi- Private Lessons	Lesson Per Person	\$22.40
		2000111 01 1 010011	Ψ==::σ
Swim Club	Lane	Lane Per Hour	\$21.40
2.70.00	Day	Per 8 Hour Day	\$1,038.90
	- 1		. ,
Pro Shop	Goggles - Adult	Per item	\$20.00
•	Goggles- Youth	Per item	\$17.10
	Swim Caps	Per item	\$10.70
	Nose Clips	Per item	\$6.40
	Pool Pants	Per item	\$10.70
	Swim Diapers	Per item	\$2.10
	Shampoo	Per item	\$7

	Conditioner	Per item	\$7
	Ear Plugs	Per Item	\$6.40
Misc.	Lock Replacement Fee	Per item	\$20

#### **UTILTIY RATES**

Water	Description	Rate/Fees
	Flat Fee	\$30.00/Month
	Consumption Rate	\$2.37 per cubic meter
Sanitary Sewage Service		
		35% of water rate usage including flat monthly fee
Bulk Water Sales		
	Account Deposit	\$200.00 (refundable)
	Setup Fee	\$50.00 (Non-refundable)
	Contractors	\$9.50/m3
	Coin Fill	\$1.00/litre
Labor charge – normal working hours	Meter installation	\$35.00
Labor Charge – outside normal hours	Meter installation	\$100.00
	Water Leak Report	\$50.00
	5/8" Meter testing	\$300.00 deposit (refundable)
	Larger than 5/8 meter testing	Quote required
Solid Waste Collection	Description	Rate/Fees
Single Family Residential	65 Gallon Cart	\$14.75/month
Single Family Residential	95 Gallon Cart	\$23.70/month
Duplex	Cart provided	S14.75/month/unit
Multi-Residential	3 or more units - Bin provided	\$10.40/month/unit
Mobile home subdivision	Cart provided	\$14.75/month/unit
Mobile home park	Bin provided	\$10.40/month/unit
Commercial Light (once a week pickup)	95 Gallon Cart	\$23.70/month
Commercial Other		\$16.65/month
Bir (Cort. Books on the later		
Bin/Cart Replacement due to loss or damage		
	65 Gallon Cart	\$100.00
	95 Gallon Cart	\$125.00
	2 yard bin	\$950.00
	4 yard bin	\$1,250.00

	6 yard bin	\$1,500.00
	8 yard bin	\$1,850.00
Utility Account Deposit	Description	Rates/Fees
Single Family Residential		\$200.00
Duplex-Tri-plex		\$300.00
Commercial		\$250.00
Commercial	-High Volume -1" or more	\$600.00
	meter size	
Restaurant		\$350.00
Apartment	4-11 suites	\$400.00
Apartment	12 or more suites	\$800.00
Car Wash		\$800.00
Hotel/Motel		\$1,000.00



# REQUEST FOR DECISION

**To**: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: Bylaw 09-2022, Parks and Facilities Bylaw

#### 1.0 Purpose:

For Council to pass all three readings to Bylaw 09-2022, Parks and Facilities Bylaw.

# 2.0 Background and Discussion:

The purpose of Bylaw 09-2022 Parks and Facilities Bylaw is to update a few clauses from the existing Bylaw 07-2020.

For ease of reference and convenience any proposed deletions are noted with a strikethrough and any proposed new wording are found highlighted in yellow.

# 3.0 Alternatives:

- 3.1 Council pass all three readings to Bylaw 09-2022, Parks and Facilities Bylaw, as presented.
- 3.2 Council instructs Administration to amend the proposed Bylaw 09-2022, Parks and Facilities Bylaw as directed and pass all three readings.
- 3.3 Council tables proposed Bylaw 09-2022, Parks and Facilities Bylaw and instructs Administration to provide further information and bring back the information at the next Council Meeting.

# 4.0 Financial Implications:

Not applicable

# 5.0 <u>Interdepartmental Implications:</u>

Not applicable.

# 6.0 <u>Senior Government Implications:</u>

Not applicable.

# 7.0 Political/Public Implications:

Limited

# 8.0 Attachments:

8.1 Draft Bylaw 09-2022, Parks and Facilities Bylaw

# 9.0 Recommendations

Council pass all three readings to Bylaw 09-2022, Parks and Facilities Bylaw, as presented.

(Original signed by the CAO) Edward LeBlanc CAO

# BYLAW 09-2022 PARKS AND PUBLIC FACILITES BYLAW

# A BYLAW OF THE TOWN OF BARRHEAD A MUNICIPAL CORPORATION IN THE PROVINCE OF ALBERTA

**WHEREAS**, pursuant to Section 7 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto (the "MGA"), a municipality has jurisdiction to pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality; respecting the safety, health, welfare and protection of people, property, activities and things in, on, or near a public place or a place that is open to the public

**WHEREAS**, the *Municipal Government Act*, R.S.A. empowers a Municipal Council to impose a fine for infractions of a Bylaw;

**NOW THEREFORE**, the Municipal Council of the Town of Barrhead, in the Province of Alberta, duly assembled in a regular meeting, hereby enacts as follows:

# 1. **TITLE:**

That this Bylaw shall be cited as the Parks and Public Facilities Bylaw.

# 2. <u>DEFINITIONS:</u>

#### In this Bylaw:

- a) "Abandoned" means left at a location in any of the following circumstances:
  - i. Without a permit or other similar authorization;
  - ii. A motor vehicle/ camping unit left unattended for 72 hours or more
  - iii. Unattended in a condition that constitutes a present or potential hazard to persons, animals or property;
  - iv. After the authorization to be in that area expires; and/or,
  - v. Is located in a prohibited area.
- b) "Animal" means a domestic animal and includes an animal that is wild by nature but has been domesticated.
- c) "Campground" means any area within the Town of Barrhead that is operated or managed by the Town where overnight camping is permitted.
- d) "Camping Unit includes but is not limited to:
  - i. tent;
  - ii. tent trailer;
  - iii. truck camper;
  - iv. van;
  - v. camper trailer, and/or;
  - vi. motor home.
- e) "Campsite" means a designated or assigned area in a campground where over night camping is allowed for a fee.
- f) "CAO" means the Chief Administrative Officer of the Town of Barrhead
- g) "Council" means Council of the Town of Barrhead
- h) "Highway" means a highway as described in the Traffic Safety Act, R.S.A., T-6, as amended
- i) "Municipal tag" means a ticket or similar document issued by the Town pursuant the *Municipal Government Act* that alleges a bylaw offence and provides a person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence;

- j) "Open Space" means any land in Town which is owned, developed, used, leased controlled or managed by the Town, including but not limited to: municipal reserve land, environmental reserve land, walking trails, public parking lots, highway buffer strips, boulevards, utility right of ways, etc.
- k) "Peace Officer" means an enforcement officer appointed by the Town and includes a community peace officer, bylaw enforcement officer or member of the Royal Canadian Mounted Police;
- I) "Park" means any land designated by the Town of Barrhead for recreational use and may include but is not limited to; municipal reserves, environmental reserves, campgrounds, day use area, playgrounds, splash park, skateboard park, ball diamonds, walking trails, off lease dog park, etc.
- m) "Public Facility" means a recreational or cultural facility located in the Town of Barrhead including but not limited to; golf course, swimming pool, agrena, rodeo grounds, seniors' centers, bowling alley, curling rink, museum, cemeteries, gazebos etc.
- n) "Registered User" means that person who is at least 18 years or age and is named on the registry for a campsite; this individual shall be deemed responsible for the activities in and around a campsite with respect to camp rules, regulations and penalties. In case of no registration, this shall default to the person occupying a campsite.
- o) "Regulations" means rules/bylaws governing the usage of open spaces, parks and public facilities as approved by the Town of Barrhead
- p) "Violation Tag" means a violation ticket issued under Part 3 of the Provincial Offences Procedures Act.

# 3. GENERAL

#### a) Open Space/Park

No person shall carry on the following activities in a park or open space area without written permission of the Town:

- i. leave or store personal property.
- ii. set up a temporary shelter, tarp or canopy or other such devise.
- iii. drive or arrange for a vehicle or equipment to be driven through a park.

# b) Vehicles

No Person shall:

- i. contravene the provisions of the Traffic Safety Act;
- ii. operate a motor vehicle within a park, open space or campground, except on a highway
- iii. operate an off-highway vehicle within a park or campground.
- iv. notwithstanding the above, the provisions restricting or prohibiting the driving or parking of vehicles in a park do not apply to the following vehicles while engaged in the course of their duties:
  - emergency vehicles;
  - vehicles owned or operated by the Town of Barrhead;
  - Alberta Infrastructure vehicles;

• service vehicles used in conjunction with the servicing of public utilities including telephone systems, electric systems, natural gas systems and cable television systems.

#### c) Animal Control

- i. a person shall not permit or otherwise allow an animal to run at large within a park, campground, or public facility unless it is a posted designated off-leash area.
- ii. a person whose animal defecates on park property, in a campground or public facility shall remove it immediately.
- iii. a Peace Officer may refuse to admit to a park or campground or require to be removed from a park or campground any animal if, in their opinion, it is not under the control of a responsible person or may be a nuisance or damage to the life, safety, health, property or comfort of any person or animal in the park or campground.

# d) Liquor-Cannabis-Tobacco

- i. The consumption of liquor and/or cannabis may be permitted only at individually designated campsites subject to the provisions of the Alberta Gaming, Liquor and Cannabis Act, or any other federal or provincial regulation pertaining to alcohol and/or cannabis use.
- ii. In an effort to protect children and limit second-hand exposure, public smoking or vaping of cannabis will be prohibited from any public place/park where tobacco is restricted.

# e) Open Fire Pits

- i. Where the Town of Barrhead Fire Chief is of the opinion that a fire hazard exists, notices shall be posted for the purpose of prohibiting the setting, lighting or maintain of fires in the Town of Barrhead.
- ii. no person shall
  - leave an authorized fire unattended;
  - deposit or dispose of hot coals, ashes, embers or any other burning or smoldering material in a place other than a stove, fire pit or other place provided for that purpose.
  - set, light or maintain a fire in a park or campground, where signs or notices have been erected prohibiting

# f) Camping

- i. No Person shall remain overnight in a park except in a campground or an area designated for temporary overnight use, unless they have permission of the Town to do so.
- ii. No person shall occupy a campsite in a campground without payment of a fee as set by the Town.

# g) Nuisances

- i. persons using a park or campground shall keep the land and improvements in a clean and tidy condition.
- ii. persons vacating a park or campground shall restore the land and improvements as nearly as possible, to a clean and tidy condition as they found it.
- iii. If, in the opinion of a Peace Officer, a nuisance exists, they may order the person to abate the nuisance.

iv. persons shall not bring commercial or residential waste matter into a park or campground for disposal.

#### h) Damaging Property

No person shall remove, destroy, mutilate, deface, or misuse any property; and/or construct unauthorized objects or buildings in any park, campground or public facility within the Town limits.

# i) Non-Profit/Profit Business Operations

No person or enterprises shall operate a business in a park, open space, campground or public facility unless they have received written permission from the Town of Barrhead for that purpose.

#### 4. ENFORCEMENT

#### a) Powers of the Peace Officer

A Peace Officer is hereby empowered and authorized to enforce the provisions of this Bylaw and may

- i. prohibit the entry of any person into a campground of public facility for non-payment of fees;
- ii. remove any motor vehicle/camping unit at the owners' expense that is in contravention of any part of this bylaw;
- iii. enter on and inspect any land, road, or structure in a park, campground or public facility;
- iv. request a person to cease from any action or conduct that may be dangerous to life or property or detrimental to the use and enjoyment of the park by other person;
- v. issue an order to vacate a campsite, day use area, public facility or park and;
- vi. issue a municipal tag to a person that is in contravene to any regulations or legislations under this bylaw, the person to whom the Municipal Tag was issued shall not be liable to prosecution in respect of the contravention of this Bylaw.
- vii. including the issuance of a Municipal Tag, may issue a Violation Ticket pursuant to either Part 2 or Part 3 of the Provincial Offences Procedure Act, R.S.A. 2000, c.P-34, as amended, or at any time before or after a Municipal Tag has been issued.

# 5. ADMINISTRATION

# a) Rules of Interpretation

- i. Any headings in this Bylaw are for guidance purposes and convenience only.
- ii. Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- iii. Nothing in this Bylaw relieves a person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or license
- iv. Wherever the singular or masculine is used throughout this Bylaw, the same shall be construed as meaning the plural or feminine respectively as the context may require.

- v. Where the provisions of this Bylaw conflict with any other Bylaw enacted by the Town of Barrhead, the provisions of this Bylaw shall apply.
- vi. Bylaw 08-2020 is hereby repealed

This Bylaw shall come into	o force upon th	ird and final reading.	
Read a first time this	day of	, A.D., 2022.	
		TOWN OF BARRHEAD	
		Mayor, Dave McKenzie	
		CAO, Edward LeBlanc	
Read a second time this	day of	, A.D., 2022.	
		TOWN OF BARRHEAD	
		Mayor, Dave McKenzie	
		CAO, Edward LeBlanc	
Read a third time this	day of	, A.D., 2022 and passed.	
		TOWN OF BARRHEAD	
		Mayor, Dave McKenzie	
		CAO Edward LeBlanc	

# **SCHEDULE "A"**

# **SPECIFIED PENALTIES**

OFFENCE	SECTION	PENALTY
Dog at large in park	3(c)(i)	\$200.00
Failure to remove animal defecation	3(c)(ii)	\$100.00
Smoking/ vaping cannabis in a park or public place	3(d)(ii)	\$300.00
Camping where prohibited	3(f)	\$150.00
Nuisances	3(g) (iv)	\$150.00
Property damages	3(h)	\$150.00

# Contravention of any and each Bylaw provision:

Second Offence within any twelve (12) month period

**Double the above Penalties** 

Third and Subsequent Offence within any twelve (12) month period

**Triple the above Penalties** 



# REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

**Date**: June 14, 2022

Re: Correspondence Item

**Item (a)** Letter dated April 13, 2022, from Mayor Sheila Gilmour, Town of Fox Creek, regarding that the Town of Fox Creek Council are not in support of the Alberta Provincial Police Service Transition and are in favour of keeping the RCMP.

#### **Recommendation:**

That Council accepts the letter dated April 13, 2022, from Mayor Sheila Gilmour, Town of Fox Creek, regarding that the Town of Fox Creek Council are not in support of the Alberta Provincial Police Service Transition and are in favour of keeping the RCMP, as information.

**Item (b)** Letter dated May 16, 2022, from Mayor Dwight Kilpatrick, Town of Redcliff, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity.

#### **Recommendation:**

That Council accepts the letter dated May 16, 2022, from Mayor Dwight Kilpatrick, Town of Redcliff, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity, as information.

**Item (c)** Letter dated May 17, 2022, from Mayor Brian Holden, Town of Bon Accord, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity.

#### **Recommendation:**

That Council accepts the letter dated May 17, 2022, from Mayor Brian Holden, Town of Bon Accord, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity, as information.

**Item (d)** Letter dated May 25, 2022, from Mayor Debora Dueck, Town of Tofield, regarding that the Town of Tofield Council are not in support of the Alberta Provincial Police Service Transition and are in favour of keeping the RCMP.

#### **Recommendation:**

That Council accepts the letter dated May 25, 2022, from Mayor Debora Dueck, Town of Tofield, regarding that the Town of Tofield Council are not in support of the Alberta Provincial Police Service Transition and are in favour of keeping the RCMP., as information.

**Item (e)** Letter dated May 26, 2022, from Mayor Debora Dueck, Town of Tofield, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity.

#### **Recommendation:**

That Council accepts the letter dated May 26, 2022, from Mayor Debora Dueck, Town of Tofield, regarding a letter of support to encourage the Commission to perform a review of the rising utility fees for both natural gas and electricity, as information.

**Item (f)** Email dated May 27, 2022, from Municipal Affairs, regarding Council to submit a request for a meeting with Minister McIver during the September 21-23, 2022 convention.

#### **Recommendation:**

Administration awaits further direction from Council.

**Item (g)** Letter dated June 2022, from M.P. Shannon Stubbs, Shadow Minister for Rural Economic Development and Rural Broadband Strategy, requesting that Council attend a forum regarding funding for communities.

#### **Recommendation:**

That Council accepts the letter dated June 2022, from M.P. Shannon Stubbs, Shadow Minister for Rural Economic Development and Rural Broadband Strategy, requesting that Council attend a forum regarding funding for communities, as information.

**Item (h)** Email dated June 1, 2022, from Honourable Ron Orr, Minister of Culture, regarding the submission of nominations for the 2022 Stars of Alberta Volunteer Awards.

#### **Recommendation:**

That Council accepts the email dated June 1, 2022, from Honourable Ron Orr, Minister of Culture, regarding the submission of nominations for the 2022 Stars of Alberta Volunteer Awards, as information.

**Item (i)** Email dated June 8, 2022, from Mayor Craig Snodgrass, Town of High River, requesting a letter of support for their Coal Policy Resolution.

# **Recommendation:**

That Council accepts the email dated June 8, 2022, from Mayor Craig Snodgrass, Town of High River, requesting a letter of support for their Coal Policy Resolution, as information.

(Original signed by the CAO)
Edward LeBlanc
CAO



April 13, 2022

Shandro, Tyler, Honourable
Minister of Justice and Solicitor General, Deputy House Leader
Office of the Minister
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
ministryofjustice@gov.ab.ca

#### RE: FURTHER SUPPORT FOR THE RCMP

Dear Minister Shandro.

In the early parts of 2020, the Town of Fox Creek learned of the province's proposal to replace the RCMP with a Provincial Police Force. At that time, we had also received an abundance of letters from fellow municipalities voicing their support for the RCMP and their concerns over the proposal. We followed suit and shared our opposition to the plan with your predecessor as well.

As such, we at the Town of Fox Creek are having a hard time understanding why this proposal is still moving forward given the amount of opposition that the province has received.

We know that all municipalities who spoke up provided sound arguments against the proposal; arguments that aligned with our own. Arguments that should have been enough for the province to reconsider their position on this matter.

For your reference, we will reiterate just some of what the negative implications of a Provincial Police Force are.

- 1. Increase in operating costs, ultimately at the expense of taxpayers.

  As we are just starting to come out of the pandemic, where many people and businesses struggled financially under the strain of closures and loss of employment, now is not the time to be increasing taxes to compensate for the operating costs of a Police Force that that majority of the province is not in favour of.
- 2. Policing services are already strained in many rural communities.

  Services, including that of policing, are already strained in rural communities and with the provincial cuts to funding and changes to policies, it would not be conjectured to say that the installation of a Provincial Police Force would not be an improvement for these communities. If anything, it would act as an additional cause of attrition.
- 3. Now is not the time to distance ourselves from the rest of Canada.

  We strongly believed, and continue to believe, that now is not the time to further distance ourselves from the nation. Now is the time to work towards building better relationships for the betterment of the province. As stated in the previous letter, alienation is a great way to further reduce Alberta's voice on the larger national and international stage.

We sincerely hope that the province stops to listen to their constituents, and reconsiders continuing with their proposed Alberta Provincial Police Force. We also hope that the province sees that, instead of replacing them, there is an opportunity to bolster and support the betterment of the existing RCMP.

Sincerely,

Sheila Gilmour

Mayor

sheila@foxcreek.ca

cc: The Honourable Jason Kenney, Premier

Arnold Viersen, MP, Peace River – Westlock Todd Loewen, MLA, Central Peace – Notley

Alberta Municipalities Members



# TOWN OF REDCLIFF

P.O. Box 40, 1 - 3rd Street N.E. Redcliff, Alberta, T0J 2P0 Phone 403-548-3618 Fax 403-548-6623 redcliff@redcliff.ca www.redcliff.ca

May 16, 2022

Office of the Premier 307 Legislature Building 10800 - 97 Avenue Edmonton, Alberta, T5K 2B6

**RE: Increasing Utility Fees** 

Dear Premier Kenney,

The Town of Redcliff joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private sectors, and we are urging you to take serious note of this.

Over the past two years, residents of both Redcliff and the province have felt the increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines. Many residents, small businesses and commercial industries are in danger of closing or have already been forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased profits as has been noted in the media lately. Our local paper recently reported "Energy Division Rakes in \$105M" (<a href="https://medicinehatnews.com/news/local-news/2022/04/07/energy-division-rakes-in-105m/">https://medicinehatnews.com/news/local-news/2022/04/07/energy-division-rakes-in-105m/</a>). In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless you or the Alberta Utilities Commission can correct this practice. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside other municipalities in the province, we are urging yourself and the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making from our residents and ultimately, all Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Dwight Kilpatrick

Mayor, Town of Redcliff

Cc Alberta Municipalities
Alberta Utilities Commission
Michaela Frey, MLA



May 17, 2022

Via email: info@auc.ab.ca

Alberta Utilities Commission 106 Street Building 10th Floor, 10055 106 Street Edmonton, AB T5J 2Y2

#### **RE: Increasing Utility Fees**

Dear Alberta Utilities Commission.

Please accept this correspondence as a letter of support in addition to that of the Town of Fox Creek, dated March 23, 2022.

As you are aware, there have been many challenges in the last two years. A pandemic, which is still in effect, continues to burden our health care system and overall social, emotional, and financial wellbeing. These effects are evident with our province's unemployment rates, which reached a staggering 11.4% in 2020 and remained higher than it has been in 40 years for the better part of 2021. Now is not the time to increase utility fees, especially when many families, businesses, industries, and not-for-profits have yet to fully recover from these hardships.

We, as a municipality, have also been impacted by the financial strain of these decisions, with lower MSI funding allocations and an inflation rate of 6.7% - an all time high in 31 years. Nevertheless, we remain dedicated in assisting our residents to alleviate financial stressors, including reductions in waste collection fees and franchise fees in 2021, and no tax rate increases since 2020.

The Town of Bon Accord stands united with the Town of Fox Creek in support of a thorough review of the Commission's fees and corporate profits gained from proposed increases.

As a "trusted leader that delivers innovative and efficient regulatory solutions for Alberta", we ask, what will the Alberta Utility Commission do to help its fellow Albertans? When the light at the end of the tunnel finally appears within reach, will you help close the gap or will you turn off the light?

Our residents, businesses and non-profits appreciate your time and consideration in this important matter.

Sincerely,

Brian Holden

Mayor

Town of Bon Accord

Cc:

Town of Fox Creek

Honourable Dale Nally, MLA, Morinville – St. Albert Mr. Dane Lloyd, MP, Sturgeon River – Parkland

Alberta Municipalities

Sources:

https://economicdashboard.alberta.ca/unemployment https://tradingeconomics.com/canada/inflation-cpi https://www.auc.ab.ca/our-mission/





May 25, 2022

The Honorable Tyler Shandro Minister of Justice and Solicitor General 204, 10800-97 Avenue Edmonton, AB T5K 2B6 PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

Dear Minister,

Re: Alberta Provincial Police Force

Minister Shandro, Town of Tofield Council have attended the Presidents Summit, read, and reviewed the Price Waterhouse Cooper report, and have attended municipal engagement sessions on the proposed Provincial Police Force, all of which have discussed and debated the merits of Provincial Policing.

Minister, please note: Town of Tofield Council in no way supports this initiative to replace the RCMP with an Alberta Provincial Police Force.

The rationale behind this seems poorly timed and ill researched. The Fair Deal panel provided, in our opinion, solid evidence for this potential project to be halted and not further investigated. For review, at the time of results 65% of respondents were not in support of this initiative. Once again, in our opinion, this should have been a large enough response to have negated taking this process any further.

In a time of already uncertain economic forecasts, this seems to be short sighted. The costs to have a transfer to a Provincial Policing Force would be astronomical. Considering these potential costs as well as the current Police Funding Model which we must now shoulder does not sit well with Council and does not sit favorably with the community. Respectfully, this initiative seems to be somewhat tone deaf.

The RCMP have proven to be a pillar of strength, guidance, and protection not only for our community but the Province as a whole. It is without question that Tofield Council support our local detachment of exceptionally skilled and hard-working individuals, but also the members across our fine Province of Alberta.

Honorable Tyler Shandro Minister of Justice and Solicitor General Page 2

Minister Shandro, Tofield Council respectfully implore you reconsider the movement to a Provincial Policing Force. Tofield stands in solidarity with our friends at the Town of Mundare, as well as the other numerous Alberta Municipalities who have voiced similar concerns. We ask that you instead look to strengthen and improve your work with the RCMP for the true betterment of our Province.

Sincerely.

Debora Dueck

Mayor

C.C AUMA Membership

RMA Membership Jackie Lovely, MLA



May 26, 2022

Alberta Utilities Commission 106 Street Building 10<sup>th</sup> Floor, 10055 106 ST Edmonton, AB T5J 2Y2 PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

#### Re: Alberta Utility Fees

The following correspondence is being sent in a movement of solidarity. There have been multiple municipalities across Alberta who have reached out with grave concern, regarding the rising fees for both electricity and natural gas.

In a time of extreme economic downturn, supply shortages and employment volatility, the fee increases appear to be exceptionally short sighted. The province of Alberta and its hardworking people have been wrought with challenges over the past two years, and this is simply providing further stress and instability to the people of this province.

Mayor and Council for the Town of Tofield implore the Commission to truly review the fees and the charges being unfairly downloaded to the Alberta residents. In what has proven to be the most challenging time of many people's lives, these life essential utilities should not be viewed as an opportunity for profit.

Sincerely,

Debora Dueck

Mayor

C.C

AUMA Membership RMA Membership Jackie Lovely, MLA

#### **Edward LeBlanc**

From:

MA Engagement Team <ma.engagement@gov.ab.ca>

Sent:

May 27, 2022 10:34 AM

Subject:

INVITATION TO REQUEST A MEETING WITH THE MINISTER- 2022 AM FALL

CONVENTION

#### Dear Chief Administrative Officers:

We are writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2022 AM Fall Convention, scheduled to take place at the Calgary Convention Centre from September 21 – 23, 2022. These meetings will be in person at the convention centre.

Should your council wish to meet with Minister McIver during the convention, please submit a request by email to <a href="mailto:ma.engagement@gov.ab.ca">ma.engagement@gov.ab.ca</a> no later than <a href="mailto:July 8">July 8</a>, 2022.

In your meeting request, please be sure to include one specific policy item or issue your municipality would like to discuss with the Minister.

We generally receive more requests to meet with the Minister than can be reasonably accommodated over the course of the convention. To ensure suitable consideration of requests, municipalities should 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.
- Municipalities located within the Capital Region can be more easily accommodated throughout
  the year, so priority will be given to requests from municipalities at a distance from Edmonton
  and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention, but may be considered for future meeting opportunities.

Meeting times with the Minister are scheduled for approximately 15 minutes per municipality. This will allow the Minister the opportunity to engage with as many municipal councils as possible. All municipalities submitting meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities the Minister is unable to accommodate during the convention.

Sincerely,

Stakeholder Relations Municipal Affairs



CHIEF ADMINISTRATIVE OFFICER EDWARD LEBLANC PO BOX 4189 5014 - 50TH AVE. BARRHEAD AB T7N 1A2

Ottawa, June 2022

#### Dear CHIEF ADMINISTRATIVE OFFICER EDWARD LEBLANC and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at shannon.stubbs@parl.gc.ca, M.P. Kurek at damien.kurek@parl.gc.ca, or M.P. Gourde at jacques.gourde@parl.gc.ca.

Thank you for your time.

Shannon Stubbs, M.P.

Shadow Minister for Rural Economic Development

and Rural Broadband Strategy

Lakeland

Damien C. Kurek, M.P.

Deputy Shadow Minister for Rural Economic

Development and Rural Broadband Strategy

Battle River—Crowfoot

Jacques Gourde, M.P.

Deputy Shadow Minister for Rural Economic

Jargues Barrh

Development and Rural Broadband Strategy

Lévis-Lotbiniére

#### **Edward LeBlanc**

From:

Town of Barrhead

Sent:

June 1, 2022 3:49 PM

To:

Dave McKenzie; Edward LeBlanc

Subject:

FW: Call for Nominations – 2022 Stars of Alberta Volunteer Awards

Attachments:

2022 Stars of Alberta Volunteer Awards - 8.5 x 11.pdf; 2022 Stars of Alberta

Nomination Form.pdf

Importance:

High

From: Alberta Volunteer Awards <ABVolunteerAwards@gov.ab.ca>

Sent: Wednesday, June 1, 2022 2:57 PM

To: Alberta Volunteer Awards < ABVolunteer Awards@gov.ab.ca>

Subject: Call for Nominations – 2022 Stars of Alberta Volunteer Awards

Importance: High

Across Alberta, volunteers accomplish extraordinary things every day. It is because of their dedication and commitment that we have access to the recreational, cultural, and social programs and facilities that are at the heart of strong, vibrant communities. Our exceptional volunteers are at the forefront of creating the space for a more inclusive and equitable society.

The selfless efforts of Alberta's volunteers are indispensable to their communities, and it becomes apparent now more than ever that their contributions should be recognized and celebrated.

Will you take the time to help us celebrate Alberta volunteers?

Nominations for the 2022 Stars of Alberta Volunteer Awards are now open and I encourage you to submit the names of those remarkable volunteers in your organization, school, and community. Nine awards will be presented this year, two in each of categories of youth, adult, and senior. In the Breaking Barriers category, three awards will be presented to outstanding volunteers who are addressing racism, advocating for 2SLGBTQQIA+ inclusion, and fighting gender discrimination.

The 2022 Stars of Alberta Awards ceremony will take place on December 5, 2022, as it is scheduled to coincide with International Volunteer Day.

Detailed information on the Stars of Alberta Volunteer Awards program is online at <a href="https://www.alberta.ca/stars-of-alberta-volunteer-awards.aspx">www.alberta.ca/stars-of-alberta-volunteer-awards.aspx</a>.

The deadline for nominations is Thursday, June 30, 2022.

Share your volunteer story and let it inspire others!

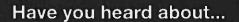
Sincerely,

Ron Orr

# Minister of Culture

Classification: Protected A





- The volunteer who shifted his efforts during COVID to run a free outdoor community food bank, while also delivering food hampers to those in self-isolation.
- The passionate volunteer advocate for LGBTQ2S+ rights who established a prominent LGBTQ2S+ refugee-serving organization to provide outreach, mentoring, and group activities to support newcomers.
- The local vet who helped to raise funds for playgrounds, organized field trips for local seniors, and during COVID, used her social media skills to promote local businesses.
- The community volunteer who organized the local community music festival and also performed in her free time at the seniors' centre and community hospital.

Tell us about a remarkable volunteer by nominating them for a Stars of Alberta Volunteer Award in the Youth, Adult, Senior, or Breaking Barriers category! **Share their stories...inspire others!** 

Deadline for nominations **June 30, 2022** 

alberta.ca/stars-awards
780-910-8902 (toll-free first by dialing 310-0000)
ABVolunteerAwards@gov.ab.ca



2022
STARS OF ALBERTA
VOLUNTEER

Avolunteer

Avolunteer

# Share their stories... inspire others!

Tell us about a remarkable volunteer by nominating them for a Stars of Alberta Volunteer Award in the Youth, Adult, Senior, or Breaking Barriers category!

Deadline for nominations June 30, 2022

alberta.ca/stars-awards 780-910-8902 (toll-free first by dialing 310-0000) ABVolunteerAwards@gov.ab.ca

Alberta

#### **Edward LeBlanc**

From: Town of Barrhead Sent: June 8, 2022 4:08 PM

To: Edward LeBlanc

**Subject:** FW: A Coal Policy for Alberta - 2022 and Beyond

From: Jody Hipkin 
Sent: Wednesday, June 8, 2022 3:37 PM
To: Town of Barrhead 
town@barrhead.ca>

Subject: A Coal Policy for Alberta - 2022 and Beyond

June 8, 2022

OFFICE OF THE MAYOR

Mr. David McKenzie Town of Barrhead

Via email: town@barrhead.ca

#### RE: A Coal Policy for Alberta – 2022 and Beyond

The Town of High River Mayor and Council is grateful for the ongoing support that they have received through the previously passed Town of High River Coal Policy Resolution.

On May 24, 2022 the Town of High River Mayor and Council passed the following resolution:

Coal Policy - A Coal Policy for Alberta - 2022 and Beyond Resolution #RC101-2022

**WHEREAS** coal exploration and development will impact water resources for downstream communities affecting businesses, residents, ranchers, farmers and ecosystems;

AND WHEREAS coal exploration and development is causing irreparable damage to the landscapes and watersheds as well as adversely affecting the public's access, use and enjoyment of Crown lands on the Eastern Slopes of Alberta;

**BE IT RESOLVED THAT** Council endorse the proposed policy titled – "A Coal Policy For Alberta – 2022 and Beyond" prepared by a Grassroots Coalition of Albertans including policy experts, indigenous groups, conservationists, recreation groups, ranchers and landowners;

**AND THAT** Council directs administration to send this document to all other urban, rural and first nations municipalities throughout Alberta and Saskatchewan asking them to endorse and sign on.

The "A Coal Policy for Alberta – 2022 and Beyond" document can be downloaded for your organization by visiting the link. The Town of High River does not require an endorsement signature in response to this letter, it is merely for informational purposes only.

If you wish to sign on and support this policy, please visit <a href="www.acoalpolicyforalberta.com">www.acoalpolicyforalberta.com</a>. Your municipality will be added to the large list of supporters.

Sincerely,

Mayor Craig Snodgrass