



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, FEBRUARY 13, 2018 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – January 23, 2018
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Sergeant Dodds, RCMP
 - (b) Delegation at 5:45 p.m. – Ms. Marie Bay Breiner of the Athabasca Watershed Council
6. Old Business
 - (a) Aquatic Centre Building Naming Rights
7. New Business
 - (a) AUMA – Police Funding
 - (b) School Bus Stop Signs
 - (c) Town Road Rehabilitation
 - (d) Wastewater Treatment Upgrade Project

8. Reports - The Council Reports

(a) Council Reports as of February 13, 2018

- Barrhead Agricultural Society
- Regional Landfill Committee
- Twinning Committee

(b) Department Head Report

9. Minutes

(a) Barrhead & District Social Housing Association – November 28, 2017

(b) Barrhead Public Library – January 9, 2018

(c) Barrhead Public Library – Special Organization – January 17, 2018

10. Bylaws

(a) Bylaw 02-2018, Council Code of Conduct Bylaw

11. Correspondence

(a) Information Items

- (i) Alberta Municipal Affairs – Minister's Awards for Municipal Excellence
- (ii) GROWTH Alberta – Trail Revitalization
- (iii) Crossing Hwy 33 at 58 Avenue - Concern

12. For the Good of Council

13. Tabled Items

14. In-Camera

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

15. Adjourn

**MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JANUARY 23, 2018,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

Officials: Martin Taylor, CAO, Kathy Vickery, Director of Corporate Services and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader and Mark Cappis, 97.9 The Range

ABSENT

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

AGENDA The agenda was reviewed.

022-18 Moved by Cr. Oswald that the agenda be accepted as presented.
CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of January 9, 2018, were reviewed.

023-18 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of January 9, 2018, be accepted as presented.
CARRIED UNANIMOUSLY

MONTHLY BANK STATEMENT

The Monthly Bank Statement for the month ended December 31, 2017, was reviewed.

024-18 Moved by Cr. Assaf that Council approve the Monthly Bank Statement for the month ended December 31, 2017, as information.
CARRIED UNANIMOUSLY

CHEQUE LIST

The Cheque List for the month ended December 31, 2017, was reviewed.

025-18 Moved by Cr. Kluin that Council approve the Cheque List for the month ended December 31, 2017, as information.
CARRIED UNANIMOUSLY

2017 PRELIMINARY YEAR END FINANCIAL STATEMENT

The 2017 Preliminary Year End Financial Statement, Operating Revenues & Expenses and Transfers to Reserves Summaries for the period ended December 31 2017, was reviewed.

Kathy Vickery, Director of Corporate Services presented, reviewed and answered questions about the statements and summaries.

026-18 Moved by Cr. Penny that Council approve the transfers to and from Operating and Capital Reserves and Deferred Revenues, as provided on the 2017 Year End Summaries.
CARRIED UNANIMOUSLY

TAX SALE TRUST ACCOUNT

The Tax Sale Trust Account, payment of undistributed money to the municipality, was reviewed.

Kathy Vickery, Director of Corporate Services reviewed with Council.

027-18 Moved by Cr. Klumph that Council authorize, pursuant to Section 428.1 of the Municipal Government Act, as no application or Order has been received by the municipality at December 31, 2017 for any part of the remaining portion of the tax sale proceeds of Lot 16, Block 5, Plan 1792HW, held in the Tax Sale Trust Account, in the amount of \$38,644.05 be transferred to General Revenues in 2017.
CARRIED UNANIMOUSLY

**AQUATICS CENTRE BUILDING
NAMING RIGHTS**

A revised Agreement with the Barrhead Elks Lodge 332, which outlines the new terms of the building naming rights, was reviewed.

Martin Taylor, CAO reviewed with Council.

- 028-18 Moved by Mayor McKenzie to postpone the 25 year agreement authorizing the Barrhead Elks Club request to re-name the Barrhead Aquatics Centre to the Barrhead Elks Club Regional Aquatics Centre to a future meeting and to obtain more information on the proposal.

CARRIED UNANIMOUSLY

**CAPITAL REGIONAL ASSESSMENT SERVICES
COMMISSION (CRASC)
ANNUAL GENERAL MEETING**

Capital Regional Assessment Services Commission (CRASC) appointment of the Assessment Review Board (ARB) Members was reviewed.

- 029-18 Moved by Smith that in keeping with Bylaw 02-2010, the Assessment Review Board Bylaw, Council of the Town of Barrhead hereby appoints the following individuals: Judy Bennett, Darlene Chartrand, Paul Chauvet, Russell Graff, Tina Groszko, Stewart Hennig, Richard Knowles, Guy Normandeau, Ralph Raymond and Dianne Ross, as members of the Assessment Review Board that may from time to time be required to hear assessment related complaints and appoint all members for a term ending December 31, 2018, and appoint Richard Barham as the Assessment Review Board Clerk for a term ending December 31, 2018.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of January 23, 2018, were reviewed:

- Family & Community Support Services Society
- Library Board/Yellowhead Regional Library Board
- Twinning Committee

- 030-18 Moved by Cr. Assaf that the following Reports to Council as of January 23, 2018, be accepted as information:

- Family & Community Support Services Society
- Library Board/Yellowhead Regional Library Board
- Twinning Committee

CARRIED UNANIMOUSLY

**DELEGATION –
BARRHEAD CURLING CLUB**

Mayor McKenzie and Council welcomed Dr. Grant Balen and Mr. Dean Rau of the Barrhead Curling Club at 6:15 p.m.

On behalf of the Barrhead Curling Club, Dr. Balen thanked the Town for the new storage shed and advised that the Club is willing to pay 50% of the cost for the construction and asked that the Town send out an invoice.

The Barrhead Curling Club requested an update on the repairs to the Curling Rink.

Martin Taylor, CAO reviewed and updated Council and the Barrhead Curling Club on the repairs to date.

Also discussed were the Kraft Sign and the kitchen in the Barrhead Curling Rink.

Suggestions were that the Recreation Director attends a meeting of the Barrhead Curling Club.

- EXITED Mayor McKenzie and Council thanked Dr. Grant Balen and Mr. Dean Rau and they exited the Chambers at 6:35 p.m.

- 031-18 Moved by Cr. Assaf that Council accept the Barrhead Curling Club delegation as information.

CARRIED UNANIMOUSLY

**REPORT TO
COUNCIL**

The following Report to Council as of January 23, 2018, was reviewed:

032-18

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

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family & Community Support Services Society – December 21, 2017
- Barrhead & District Twinning Committee – January 18, 2018

033-18

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

**BYLAW 07-2017, THE
LAND USE AMENDMENT
BYLAW**

Bylaw 01-2018, the Land Use Amendment Bylaw, was reviewed.

Cheryl Callihoo, Director of Development & Legislative Services reviewed with Council.

034-18

Moved by Cr. Assaf that Council give Bylaw 01-2018, the Land Use Amendment Bylaw for Lots 2A and 2B, Block 9, Plan 1621532, first reading and set a Public Hearing for Tuesday, February 27, 2018 at 5:30 p.m. in the Town Council Chambers.
CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Oswald thanked the Mayor, Council and staff on behalf of the family for the thoughts and prayers.

Cr. Penny congratulated the Drama Club and she also thanked the Public Works Department for the snow removal.

Mayor McKenzie mentioned for everyone to take a tour of his office and to look at the art provided by the Junior and Senior High Art Club.

ADJOURN

035-18

Moved by Cr. Smith that the Council Meeting be adjourned at 6:48 p.m.
CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Martin Taylor



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Delegation

Summary

Delegation at 5:30 p.m. – Sergeant Dodds of the RCMP

Overview

Sergeant Dodds will be meeting with Council to provide updates on stats, staff etc. and seeking input for next year's performance plan.

Recommendations

Recommendation #1

That Council accept Sergeant Dodds' RCMP report as information.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read 'M. Taylor'.

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Martin Taylor
Sent: Wednesday, January 24, 2018 2:33 PM
To: Bob DODDS
Cc: Cheryl Callihoo; Gail Hove
Subject: RE: 2018/19 APP

Categories: Red Category

Hi Bob, does the 13th work for you? thanks

From: Bob DODDS
Sent: Wednesday, January 24, 2018 2:03 PM
To: Martin Taylor; doyarzun@countybarrhead.ab.ca; luc.mercier@woodlands.ab.ca
Subject: 2018/19 APP

Lady and Gentlemen,

Now that we're approaching the end/beginning of the RCMP year (April 1), I'd like to make arrangements to appear before your elected officials and seek their input for next year's annual performance plan. I can also provide updates regarding crime stats, staffing etc.

Please let me know what works for you. I'd like a date before April 1 and a second date after April 1 to get everyone's signatures.

Thanks,

Bob

Sgt. R.W. (Bob) Dodds
NCO i/c Barrhead Detachment, RCMP
P.O Box 4436
Barrhead, Alberta T7N 1A3



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Delegation

Summary

Delegation at 5:45 p.m. – Ms. Marie Bay Breiner from Athabasca Watershed Council

Overview

Ms. Marie Bay Breiner of the Athabasca Watershed Council will be making a presentation to Council on the organization's mandate and operations and requesting the Town of Barrhead consider becoming a member of the Athabasca Watershed Council (AWC)

Recommendations

Recommendation #1

That Council accept Athabasca Watershed Council report as information.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO



An Introduction to the AWC-WPAC

Presented to Barrhead Town Council

February 13, 2018

By Marie Bay Breiner





Presentation Outline

- To introduce you to the AWC-WPAC, we need to answer four questions:
 1. What is a WPAC?
 2. What is the AWC-WPAC?
 3. What is the AWC-WPAC trying to accomplish?
 4. How can you help?





Some Background...

- Prior to 2003, the Provincial Government's Department of Environment was responsible for all things water-related, including:
 - Planning
 - Policy development
 - Environmental monitoring
 - Consultations
 - Etc.
- This arrangement did not leave much room for collaboration and engagement with stakeholders.





The *Water for Life* Strategy

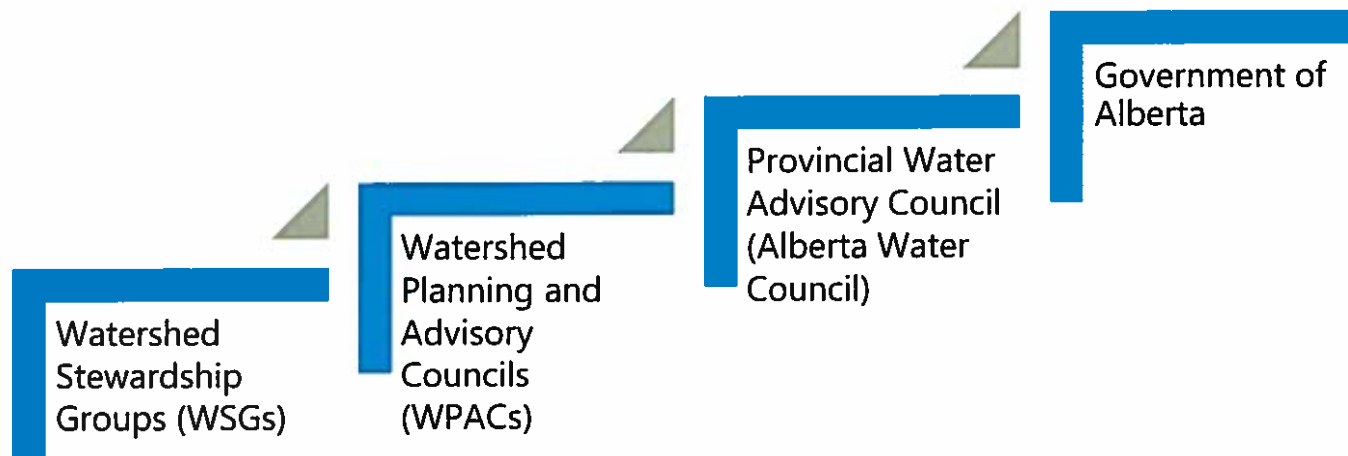
- In 2003, the Provincial Government accepted the *Water for Life* Strategy.
- The strategy has three goals:
 1. Safe, secure drinking water supply
 2. Healthy aquatic ecosystems
 3. Reliable, quality water supplies for a sustainable economy
- In 2008, the Province renewed its commitment to the *Water for Life* Strategy.





Stakeholder Engagement in *Water for Life*

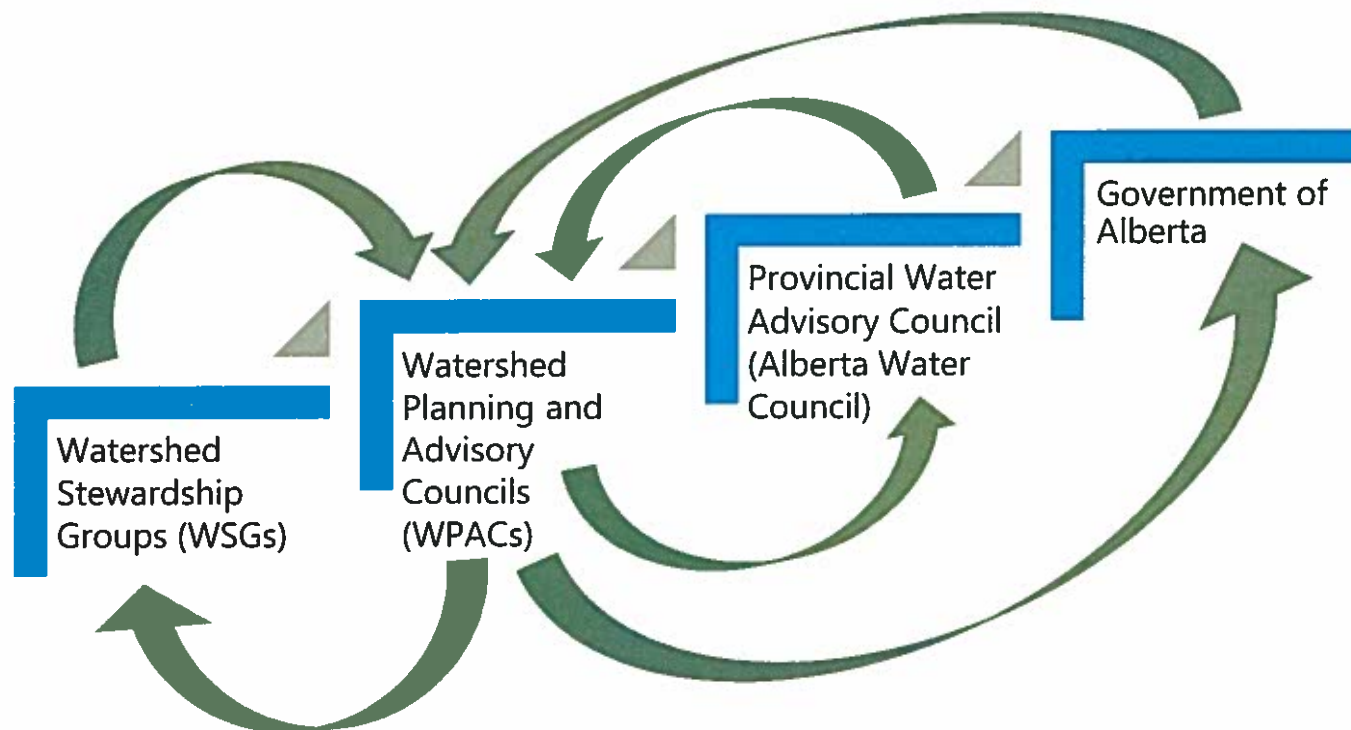
- The *Water for Life* strategy emphasizes stakeholder engagement, information sharing, and collaboration at a range of scales...





Stakeholder Engagement in *Water for Life*

- The *Water for Life* strategy emphasizes stakeholder engagement, information sharing, and collaboration at a range of scales...





The Role of WPACs

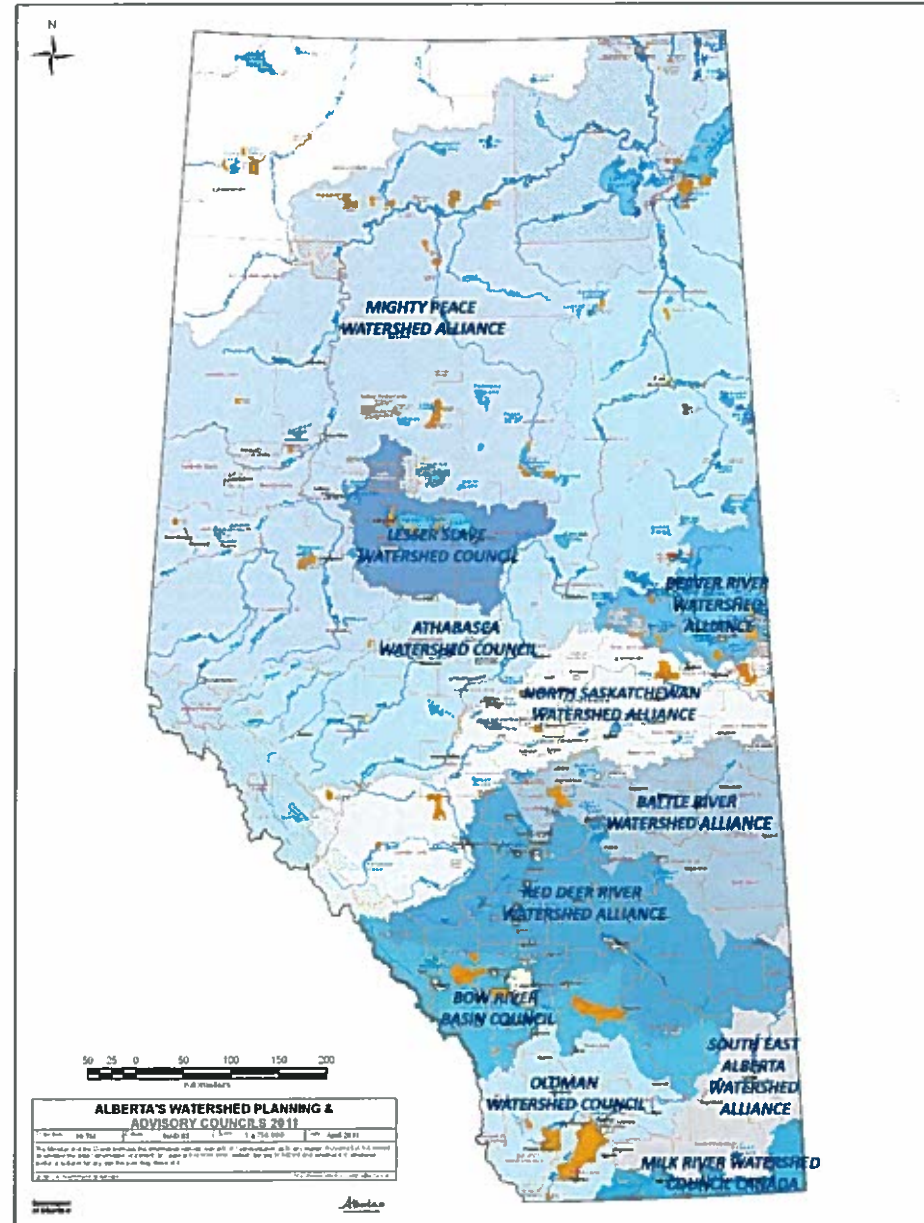
- Created under the *Water for Life* strategy, Watershed Planning and Advisory Councils (WPACs) were intended to undertake four foundational activities:
 1. Do public engagement and present educational programs on water-related issues
 2. Bring local issues to the forefront at the Provincial level
 3. Report on the state of the watershed
 4. Develop and implement integrated watershed management plans





WPACs in Alberta

There are 11 WPACs in Alberta.





About the Athabasca Watershed

- The Athabasca River travels 1,231 km, flowing from the headwaters in Jasper National Park into the Peace-Athabasca Delta in the northeastern corner of the province.
- The watershed covers about 159,000 square kilometers, or about 24% of the province.
- The watershed is home to about 5% of Albertans.
- The watershed includes all or part of 15 counties and municipal districts, and 9 municipalities.







About the AWC-WPAC

- The Athabasca Watershed Council (AWC-WPAC) was established in 2009.
- Our vision is that the Athabasca watershed is ecologically healthy, socially responsible, and economically sustainable.
- Our mission is to demonstrate leadership and facilitate informed decision-making in the Athabasca watershed by bringing stakeholders and indigenous peoples together to promote, foster respect, and plan for an ecologically healthy watershed that supports social responsibility and economic sustainability.
- We support the three goals of the Alberta's *Water for Life* Strategy.





Our Governance Model

- The AWC-WPAC is a consensus-based multi-stakeholder organization.
- We represent a diverse group of individual and organizational members.
- Our Board of Governors is comprised of people elected by the membership to represent specified positions:
 - Industry (5 seats)
 - Governments (5 seats)
 - NGOs (5 seats)
 - Indigenous peoples (3 seats)
 - Members-at-large (2 seats)





Our Organization

- Our office is located in the historic Train Station in the town of Athabasca.
- We have two full-time staff, an Executive Director and an Outreach Coordinator
- Our work is supported by several committees, including a technical committee, that are made up of board members, professionals, and passionate volunteers.





Past Successes

- We have:
 - Published four State of the Watershed reports
 - Published a Traditional Knowledge Overview of the Athabasca watershed
 - Developed an Interactive Atlas, which is hosted on our website (www.awc-wpac.ca)
 - Engaged stakeholders from across the watershed in important water-related issues





Current Projects

- We are:
 - Developing a non-technical summary of our State of the Watershed reports
 - Participating in collaborative projects like WaterSMART's Athabasca River Basin Initiative and the Alberta Energy Regulator's Area-Based Regulation Panel pilot project
 - Supporting the Baptiste and Island Lakes Stewardship society as they develop a Lake Management Plan
 - Developing our website to serve as an information sharing hub for members and engaged citizens
 - Working to build trust with stakeholders across the watershed





Future Projects

- We will:
 - Continue to grow our network of engaged stakeholders
 - Increase and diversify our sources of revenue
 - Develop and deliver watershed-related educational programming
 - E.g. Pond Days
 - Develop and implement an Integrated Watershed Management Plan (IWMP)
 - Facilitate a Municipal Forum (more on that shortly!)





Three ways you can help

1. Be an engaged stakeholder

- Listen to other stakeholders and indigenous peoples within your boundaries (industry, tourism, agriculture, stewardship, etc.), and share their water-related concerns with us.
- Help us share our information with stakeholders across your county or MD.





Three ways you can help

2. Be a partner

- Let's work together to engage businesses, organizations, and citizens in water-related issues and to provide water-related educational programs.





Three ways you can help

3. Be a donor

- Your financial contributions and in-kind support would go a long way in helping us to realize our vision of a watershed that is ecologically healthy, socially responsible, and economically sustainable.





What can you do today?

- Become an organizational member of the AWC-WPAC (membership is free!)
- Help us prepare for our upcoming Municipal Forum... we want to hear from you!
 - What have been your biggest successes? What do you want to share with other municipalities?
 - What water-related challenges are you facing?
 - What would you like to learn more about?





Acknowledgements

- We thank Alberta Environment and Parks for their ongoing support.





Contact Information

Marie Bay Breiner

Outreach Coordinator

marie.breiner@awc-wpac.ca

780 213 4389

www.awc-wpac.ca





REQUEST FOR DECISION

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Aquatics Centre Building Naming Rights

Summary

Aquatics Centre Building Naming Rights.

Overview

On September 27, 2016, Council approved the Agreement with the Barrhead Elks, Lodge 332, which granted them naming rights to the competition pool for a period of 10 years. At that time, the Barrhead Elks Club had donated \$100,000.00 for these naming rights.

Council has once again been approached by the Barrhead Elks Club offering an additional generous donation of \$150,000.00 for full naming rights to the building. They are requesting that the building be named the Barrhead Elks Club Regional Aquatics Centre, upon execution of a 25 year agreement. Upon approval, Administration will have the new lettering and signage installed on the building.

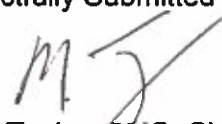
A revised Agreement with the Elks Club, which outlines the new terms of the building naming rights, is attached for Council's approval.

Recommendations

Recommendation #1

That Council approve the 25 year agreement authorizing the Barrhead Elks request to re-name the Barrhead Aquatics Centre to the Barrhead Elks Regional Aquatics Centre and that Council accept the additional \$150,000.00 naming rights donation, for a total donation amount of \$250,000.00.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO



BARRHEAD ELKS REGIONAL AQUATIC CENTRE

Entered into this day of January, 2018

BETWEEN:

The TOWN OF BARRHEAD

(Hereinafter referred to as the Town)

OF THE FIRST PART

- and -

Barrhead Elks, Lodge 332

a corporation incorporated under
the laws of the Province of Alberta
(hereinafter referred to as the Sponsor)

OF THE SECOND PART

WHEREAS:

- 1) The Town has constructed a new recreation facility known as the Barrhead Regional Aquatics Centre.
- 2) The Sponsor wishes to dedicate its name to the Barrhead Regional Aquatics Centre or a portion of the Barrhead Regional Aquatic Centre and the Town has agreed to grant a license to the Sponsor for these purposes.

NOW THEREFORE THIS AGREEMENT WITNESSETH that the Parties hereto in consideration of the mutual covenants and agreements hereinafter set forth, covenant and agree with each other as follows:

Definitions

- 3) **Facility** shall be renamed the Barrhead Elks Regional Aquatics Centre to be constructed and developed by the Town on the Lands, together with the Lands and all equipment, furnishing, installations and appurtenances to the facility and improvements to the Lands.
- 4) **Lands** shall mean those lands upon which the Facility is to be developed and which are legally described as follows:

SW 28-59-3-5

Barrhead Sports Grounds

Excepting thereout all mines and minerals.

- 5) **Signs** shall mean the sign or signs installed, repaired, maintained and used by the Town on, in or around the Facility pursuant to the terms and conditions of this Agreement.

Consideration

In consideration of \$250,000.00 paid by the Sponsor to the Town, the Town hereby grants to the Sponsor an exclusive licence to dedicate its name for a period of **25 years** to the portion of the Facility described in Schedule A.

Terms and Conditions

- 6) That portion of the Facility described in Schedule A shall be known and referred to as the Building Naming Rights and the Sponsor has an exclusive license to have Signs to that effect on, in or around that portion of the Facility described in Schedule A attached hereto. The location, size, content, height, width, colour, font and overall design of the Signs shall be subject to the prior written approval of the Town, which approval shall not be arbitrarily withheld. The Town of Barrhead will pay for all costs related to producing, installing, lighting, and maintaining all signs.
- 7) Subject to the prior written approval of the Town, which approval shall not be arbitrarily withheld, the Sponsor shall be entitled to change the name by which that portion of the Facility described in Schedule A shall be known and referred to and the relevant Signs. If signs have already been completed, the Sponsor will be responsible for all costs to change the name.
- 8) The Sponsor hereby grants to the Town a licence to use the Sponsor's name, the name by which that portion of the Facility described in Schedule A shall be known and referred to, the Signs and any associated trademarks or logos of the Sponsor in connection with advertising, promoting or otherwise publicizing the Facility.
- 9) The Sponsor will also be recognized in all facility promotional materials including social media.
- 10) The Sponsor has permission to use the official name and logo of the Barrhead Elks Regional Aquatics Centre for promotional purposes with prior approval from the Town.
- 11) The Town assumes all liability related to the operations of the Barrhead Elks Regional Aquatics Centre including the (add name of the sponsored feature).
- 12) The Town will indemnify the Sponsor against all claims for damage to persons or property which may result from use and operation of the Facility.

Duties

- 13) The Town agrees that in the installation, repair, maintenance and use of the Signs, the Town shall:
- a) Comply with all laws, ordinances and regulations made respecting the Signs;
 - b) Pay all licence fees and other charges which may be assessed by public authorities in connection with the Signs;
 - c) Install, repair, and maintain the Signs in a good and workmanlike manner, with first class materials;
 - d) Indemnify the Sponsor against all claims for damage to persons or property which may result from the installation, repair, maintenance or use of the Signs; and
 - e) Make all repairs to the Facility and the Lands, which may be made necessary by reason of the installation, repair, maintenance and use of the Signs, whether those repairs be required during or at the end of the term of this Agreement.
- 14) The Signs shall remain the property of the Town and may be removed by the Town at any time before or within thirty (30) days after the termination of this Agreement.

Term

- 15) It is understood and agreed to by the parties to this Agreement that the term of this Agreement is **25 years** from the day and year the facility is opened to the public, subject to the right of either party to extend the term of this Agreement for an additional **5 years** or ninety (90) days prior written notice to the other.

Notices

- 16) Any notice required or permitted to be given under this Agreement shall be delivered personally or by registered mail to

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

and

General Provisions

- 17) Headings are for convenience of reference only and shall not be used in construction of interpretation.
- 18) Where a period of time is prescribed, dated or calculated from a day or event, the time shall be calculated excluding such day or the day of such event unless a contrary intent appears.
- 19) Words importing the singular shall include the plural and words importing the masculine shall include the feminine or neuter or corporation, or vice versa, as the context or the number or gender, from time to time so requires.
- 20) Should any provision be illegal, void or otherwise unenforceable, such provision shall be severed from this Agreement and the rest of this Agreement shall remain in full force and effect and be binding upon the parties as though the said provision or provisions had never been included.
- 21) This Agreement shall be governed by and subject to the laws of the Province of Alberta.
- 22) This Agreement embodies the entire Agreement between the parties regardless of any oral agreements or understanding, which may presently or hereafter exist between them. Any modifications to this Agreement must be in writing and signed by the parties hereto or shall have no effect and shall be void.
- 23) This Agreement shall ensure to the benefit of and be binding upon the heirs, executors, administrators and assigns of the parties to it.

IN WITNESS WHEREOF the parties have executed this Agreement on the day and year first written above.

Per:

Signature

Please Print

Witness:

Signature

Please Print

Per:

Signature

Please Print

Witness:

Signature

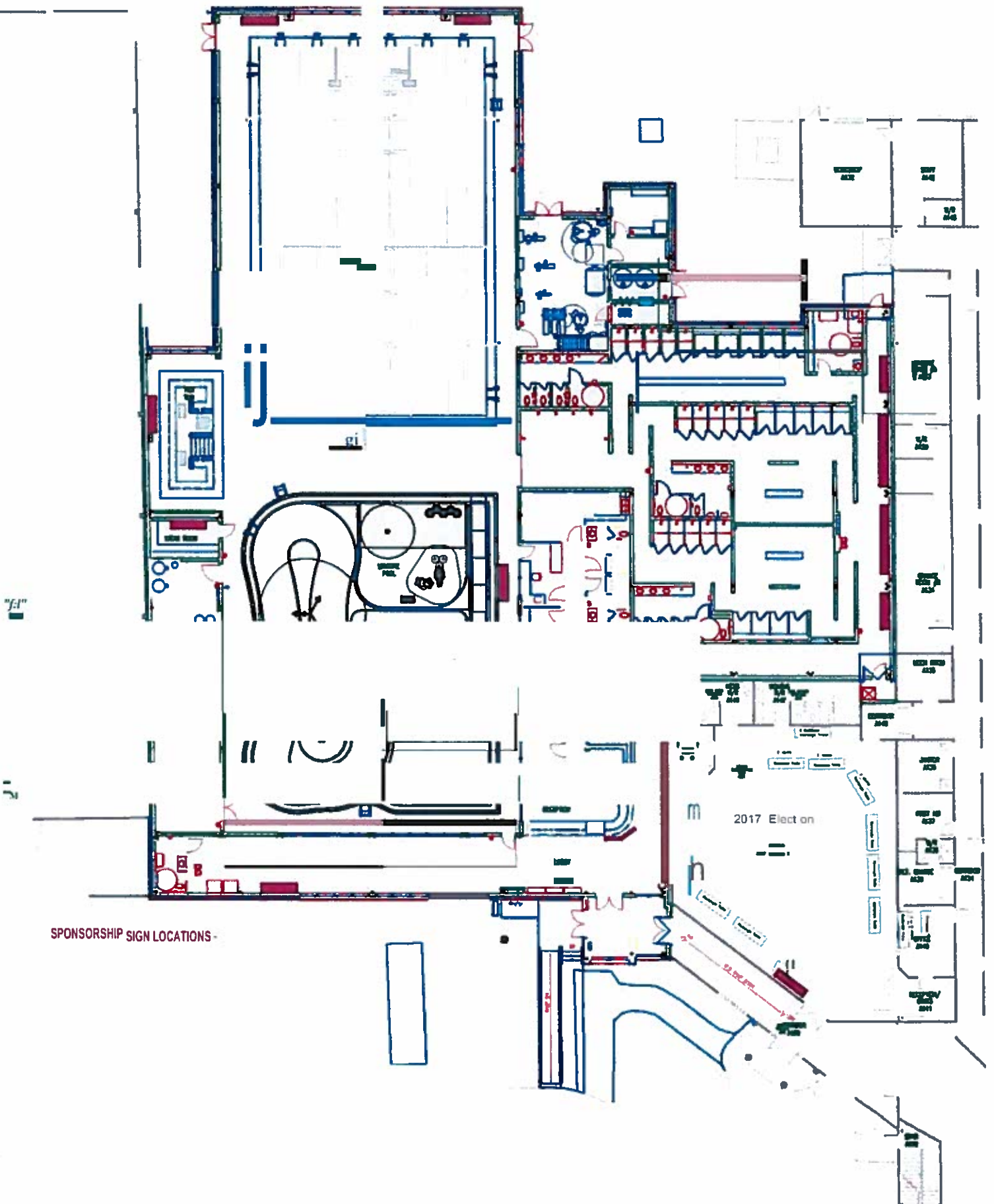
Please Print

SCHEDULE A

TBD

Please refer to the attached Site Plan

"Schedule A"



SPONSORSHIP SIGN LOCATIONS -



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: AUMA – Police Funding

Summary

AUMA – Police Funding

Overview

The AUMA is requesting Municipalities to participate in a letter writing campaign to the Province of Alberta requesting a new Police Funding Model to address the inequitable funding model currently in place.

Recommendations

Recommendation #1

That Council accept as information.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to be 'M. Taylor'.

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Martin Taylor
Sent: Wednesday, January 31, 2018 9:53 AM
To: Cheryl Callihoo
Subject: Fwd: Police Funding Letter Writing Campaign
Attachments: image006.png; ATT00001.htm; image007.png; ATT00002.htm; image005.png; ATT00003.htm; MLA Letter Campaign- Police Funding Backgrounder.docx; ATT00004.htm; MLA Letter Template - Police Funding.docx; ATT00005.htm

Next agenda.

Sent from my iPhone

Begin forwarded message:

From: President <President@auma.ca>
Date: January 31, 2018 at 8:57:21 AM MST
To: Undisclosed recipients;;
Subject: Police Funding Letter Writing Campaign

Please ensure this is distributed to all Elected Officials and Chief Administrative Officers:

On behalf of the AUMA Board, I wanted to reach out to you and your Council members to update you on two long-standing issues affecting each of our municipalities. First, municipalities have been waiting since 2010 for a new police funding model to be determined. Currently, policing costs are only paid by urban municipalities with a population greater than 5,000. Small urban municipalities, as well as all municipal districts and counties, are exempt. Second, although the province provides support to offset policing costs through the Municipal Police Assistance Grant Program, there have been chronic shortfalls in funding as this program has not kept pace with growing populations and increasing crime rates.

The inequitable responsibility for funding police services and funding shortfalls have frustrated many of AUMA's members for several years. AUMA believes in the "everyone should pay" concept, whereby the province adopts a more equitable funding formula based on population and property assessment, with the resulting funds being used for crime prevention and response. A more equitable funding model could also generate additional revenue to address the current rural crime epidemic.

In 2016, AUMA members passed a resolution asking AUMA to advocate for a new police funding model. In response to our persistence, at our March 2017 Mayors' Caucus Minister Ganley committed verbally to begin reviewing funding models this fall. We are aware that Ministry of Justice and Solicitor General staff have researched options for a new, more equitable funding model; however, any consultations on police funding are not likely to take place until after the 2019 provincial election.

The AUMA Board feels that we have already waited too long for the province to resolve the inequities in police funding, and that an issue this urgent in nature should not be put off any longer. Accordingly, we are inviting you to participate in a letter writing campaign to signal the

importance of this issue to the Minister. AUMA has developed a letter template that municipalities can download and adapt to send to MLAs, as well as a background document for further information.

As always, I am available to each of you if you would like to discuss this further by phone or email.

Sincerely,

Barry Morishita | President, AUMA
Mayor, City of Brooks

president@auma.ca
Alberta Municipal Place
300, 8616 - 51 Avenue Edmonton, AB T6E 6E6
Toll-Free: 310-AUMA | www.auma.ca www.amsc.ca



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: School Bus Stop Signs

Summary

School Bus Stop Signs

Overview

Pembina Hills School Division is requesting the placement of school bus signs throughout the Town.

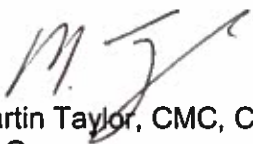
Administration is working with Pembina Hills regarding this request.

Recommendations

Recommendation #1

That Council accept as information.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO



Board of Trustees
Jennifer Tuininga, Chair
Jackie Carson
Jackie Comeau
Nancy Keough
Judy Lefebvre
Kerry McElroy
Wendy Scinski
Superintendent
David Garbutt

January 29, 2018

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

RECEIVED

JAN 31 2018

Dear Mayor McKenzie and Councillors,

Please accept this letter as a formal request to erect school bus stop signs at our designated school bus stop locations throughout the town of Barrhead. We began our correspondence with the Town regarding this topic in January 2016, with a follow-up letter in June 2016. Since then we have proceeded with gaining approval and posting these signs in the towns of Westlock and Swan Hills, as well as the communities of Flatbush and Vimy. They have been a great success and we would appreciate being able to offer the same level of service in the town that is home to our Division office and main headquarters.

In the aforementioned locations, we used existing sign posts where possible, minimizing the level of disturbance to the area. Where we needed to install new posts, we did our best to put them on property lines or on boulevards to minimize the impact that it would have on homeowners. As I mentioned above, these are locations at which the buses were currently stopping, so the addition of a sign was not a surprise to most homeowners.

I would like to assure you that there will be no cost or added work to the Town. We are simply asking for your approval to allow us to install the signs at existing bus stops. Should approval be granted, we are planning to complete the project during the summer months. It would be wonderful to start the 2018-2019 school year with the added safety and assurance of these bus stop signs in Barrhead.

We appreciate your consideration and we welcome any questions that you may have. You can reach me at shantelle.haitel@phrd.ab.ca or 780-674-8509. We look forward to hearing from you.

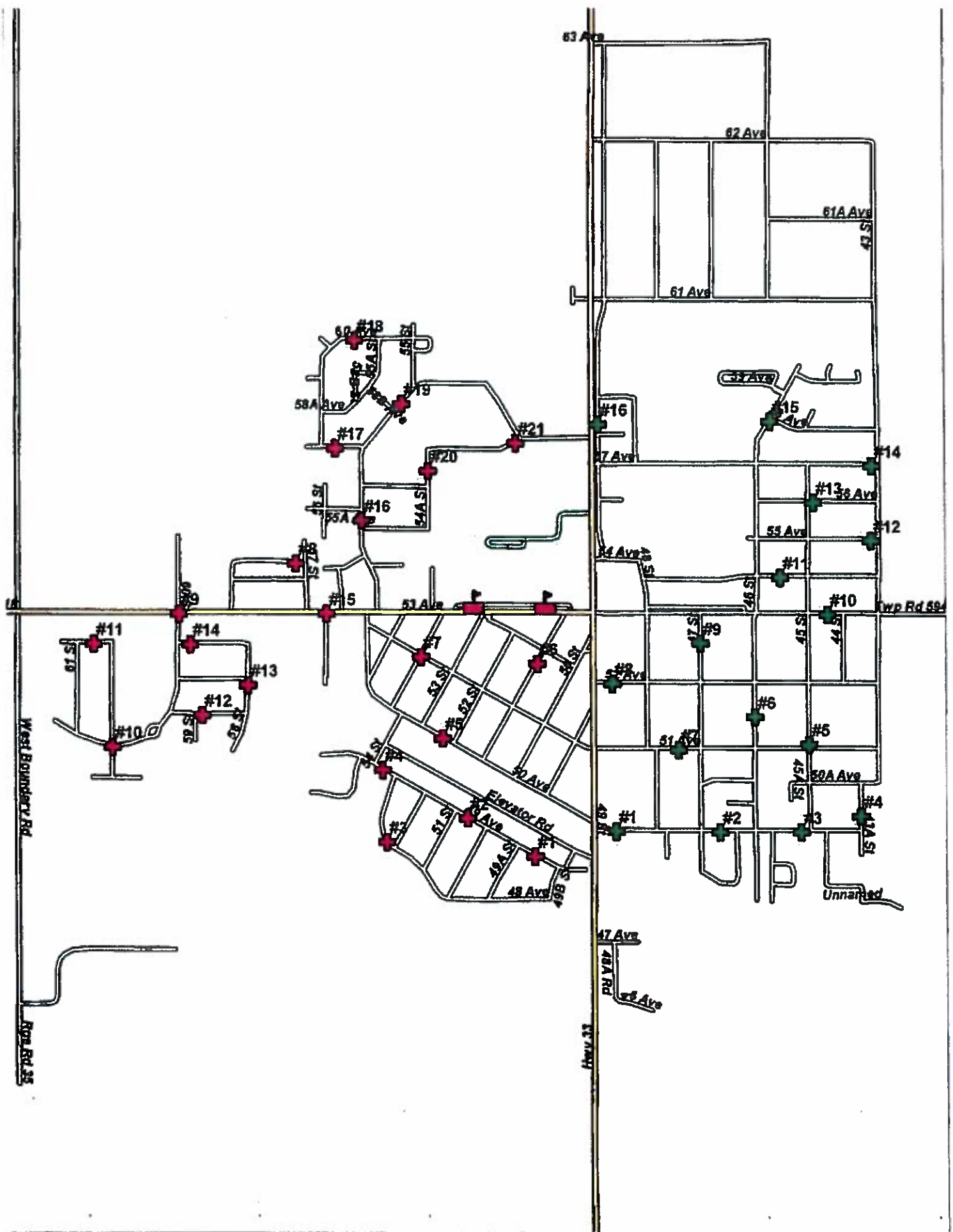
Sincerely,

Shantelle Haitel, Director of Transportation

Facilities & Transportation

5610 - 49 Street, Barrhead, AB T7N 1P3 • www.phrd.ab.ca
P 780.674.8510 • F 780.674.8512 • Toll Free 1.877.693.1333

TOGETHER WE LEARN





REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Town Road Rehabilitation

Summary

Town Road Rehabilitation

Overview

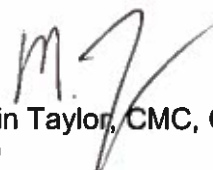
Attached for Council's consideration is a breakdown from Associated Engineering regarding Road Rehabilitation for 50th Avenue and 57th Avenue.


Recommendations


Recommendation #1


That Council authorize Administration to move forward on a request for tender on the Road Rehabilitation.


Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO

Pretender Cost Estimate		Client	
		The Town of Barrhead	
		Project	
		57 Avenue Road Rehabilitation	
		Subject	
		Proj. No. 2017-3988	Date December 19, 2017
Item	Description	Unit	Total
1.0	GENERAL REQUIREMENTS		
1.1	General Requirements	LS	1
1.3	Survey	LS	1
1.2	Quality Control	PS	1
	TOTAL PART 1.0 - GENERAL REQUIREMENTS		
2.0	SITE WORK DEMOLITION AND REMOVAL		
2.1	Remove and Dispose Existing Pavement Structure	m ²	3000
2.3	Waste Excavation	m ³	330
2.4	Remove and Dispose Existing Monolithic Sidewalk and Parapets	m ²	20
	TOTAL PART 2.0 - SITE WORK DEMOLITION AND REMOVAL		
3.0	EARTHWORKS		
3.1	Common Excavation	m ³	330
3.2	Import Suitable Backfill Material (Contractor Sourced) (Subject to Deletion)	m ³	150
	TOTAL PART 3.0 - EARTHWORKS		
4.0	STORM SEWER		
4.1	Remove and Dispose Existing CB, CB Manhole and Manhole	ea	3
4.2	Remove and Dispose Existing Catch Basin Lead and Culvert Leads	m	55
4.3	Supply and Install new 750mm d/a PVC DR 35 Storm Pipe	m	40
4.4	Supply and Install New PVC DR 35 Catch Basin Lead		
	1 300mm d/a	m	17
	2 450mm d/a	m	11
4.5	Supply and Install New 900mm Catch Basin	ea	4
4.6	Supply and Install New 1200mm Catch Basin Manhole	vm	1
4.7	Supply and Install New Storm Manhole		
	1 1500mm	vm	7
	2 1800mm	vm	2
4.8	Supply and Install New Frame and Cover with final grade adjustments		
	1 NF-80	ea	2
	2 NF-51	ea	3
	3 NF-38	ea	4
4.9	Special Foundation (Subject to Deletion)	m	35
4.10	Over excavation and Placement of Washed Rock (Subject to Deletion)	m ³	35
	TOTAL PART 4.0 - STORM SEWERS		
5.0	CONCRETE REPLACEMENTS		
5.1	Supply and Install Straight Face 150mm Curb and 250mm Gutter	m	370
5.2	Supply and Install 1.5m wide Straight Face Monolithic Sidewalk c/w Curb and Gutter	m	4
5.3	Supply and Install Concrete Commercial Crossings c/w Curb and Gutter	m ²	140
5.4	Supply and Install Parapets c/w Curb and Gutter	m ²	15
	TOTAL PART 5.0 - CONCRETE REPLACEMENTS		
6.0	ROAD RECONSTRUCTION		
6.1	300 mm Cement Stabilized Subgrade at 15 Kg/m ²	m ²	3075
6.2	Supply and Place 300mm Granular Base Course - 20 mm Minus	m ²	3075
6.3	130 mm Depth Hot Mix Asphaltic Concrete	m ²	2775
	TOTAL PART 6.0 - ROAD RECONSTRUCTION		

Pretender Cost Estimate 		<i>Client</i>	
		The Town of Barrhead	
		<i>Project</i>	
		57 Avenue Road Rehabilitation	
		<i>Subject</i>	
		<i>Proj. No.</i> 2017-3988	<i>Date</i> December 19, 2017
Item	Description	Unit	Total
7.0	PAINT LINES AND TRAFFIC CONTROL		
7.1	Supply and Install Painted Yellow Centerline	m	30
7.2	Supply and Install Painted White Crosswalk Lines	m	35
7.3	Supply and Install Painted White Stop Bars	m	5
	TOTAL PART 7.0 - PAINT LINES AND TRAFFIC CONTROL		
8.0	STREET SIGNS		
8.1	Removal, Protection, Stockpiling and Re-installation of all Traffic Signs	ea	9
8.2	Supply and Install New Roadway Sign & w Sign Post		
	1 RA-4L	ea	1
	2 RA-4R	ea	1
	TOTAL PART 8.0 - STREET SIGNS		
9.0	LANDSCAPING		
9.1	Supply and Install 100mm Depth Topsoil	m ²	1416
9.2	Supply and Install Sod	m ²	1416
	TOTAL PART 9.0 - LANDSCAPING		
TOTAL PART 1.0 - GENERAL REQUIREMENTS TOTAL PART 2.0 - SITE WORK DEMOLITION AND REMOVAL TOTAL PART 3.0 - EARTHWORKS TOTAL PART 4.0 - STORM SEWERS TOTAL PART 5.0 - CONCRETE REPLACEMENTS TOTAL PART 6.0 - ROAD RECONSTRUCTION TOTAL PART 7.0 - PAINT LINES AND TRAFFIC CONTROL TOTAL PART 8.0 - STREET SIGNS TOTAL PART 9.0 - LANDSCAPING			
<div>Subtotal Construction</div> <div>Construction Contingency 10%</div> <div>Total Construction</div> <div>Engineering (15% Budget)</div> <div>Total Estimate</div>			

Pretender Cost Estimate		Client The Town of Barrhead	
		Project 50 Avenue Road Rehabilitation	
		Subject	
		Proj. No. 2017-3044	Date December 19, 2017
Item	Description	Unit	Total
1.0	General Requirements		
1.1	General Requirements	LS	1
1.2	Survey	LS	1
1.3	Quality Control	PS	1
TOTAL PART 1.0 - GENERAL REQUIREMENTS			
2.0	Site Work Demolition and Removal		
2.1	Remove and Dispose Existing Asphalt Pavement	m ²	3 750
2.2	Waste Excavation	m ³	1750
2.3	Remove and Dispose Monolithic Sidewalk including Curb and gutter, Commercial and Lane Crossings and Para ramps	m ²	1110
2.4	Remove and Dispose of Miscellaneous concrete	m ²	120
2.5	Remove salvage and stockpile paving stones	LS	1
2.6	Sawcut sidewalk along building edge (Subject to Deletion)	m	250
2.7	Remove, protect, stockpile and re-install decorative poles	ea	5
TOTAL PART 2.0 - SITE WORK DEMOLITION AND REMOVAL			
3.0	SANITARY SEWERS		
3.1	Remove existing 250 mm Sanitary Main and Replace with New 250mm d/a PVC DR 35 Sewer Pipe up to 4m depth	m	250
3.2	Remove and Replace existing 1200mm Dia. Sanitary Manholes	vm	6
3.3	Supply and Install New Frame and Cover complete with Final Grade Adjustments 1) NF-80	ea	3
3.4	Supply and Install New 1200mm d/a Sanitary Manhole (Subject to Deletion)	vm	4
3.5	Remove existing Sanitary Sewer Service and Replace with New PVC DR 28 Service from Sewer Main to Property Line 1) 150 mm	m	120
	2) 200mm (Subject to Deletion)	m	15
3.6	Special Foundation (Subject to Deletion)	m	40
3.7	By Pass Pumping	LS	1
3.8	Over excavation and Placement of Washed Rock (Subject to Deletion)	m ³	25
TOTAL PART 3.0 - SANITARY SEWERS			
4.0	STORM SEWERS		
4.1	Remove existing 375mm Storm Sewer and Replace with New 375mm d/a PVC DR 35 Storm Pipe up to 3m depth	m	175
4.2	Remove and Replace existing 1200mm Dia. Storm Manhole	vm	2.5
4.3	Supply and Install New 1200mm d/a Storm Manhole	vm	5
4.4	Remove and Dispose existing Catch Basin	ea	4
4.5	Supply and Install New 900 mm d/a Catch Basin	ea	3
4.6	Supply and Install New 1200mm Dia. Catch Basin Manhole	vm	2
4.7	Remove and Dispose existing Catch Basin Lead	m	45
4.8	Supply and Install New 300mm d/a PVC DR 35 Storm Pipe Lead	m	30
4.9	Supply and Install New Frame and Cover with final grade adjustments 1) NF-80	ea	3
	2) F-51 w/ side inlet	ea	4
4.10	Special Foundation (Subject to Deletion)	m	40
4.11	Over excavation and Placement of Washed Rock (Subject to Deletion)	m ³	25
TOTAL PART 4.0 - STORM SEWERS			

Pretender Cost Estimate		Client The Town of Barrhead	
		Project 50 Avenue Road Rehabilitation	
		Subject	
		Proj. No. 2017-3044	Date December 19, 2017
Item	Description	Unit	Total
5.0	WATERMAINS		
5.1	Remove existing 150mm Watermain and Replace with New 250mm dia PVC DR 18 Watermain	m	235
5.2	Asbestos Abatement for Watermain Removal and Disposal (Subject to Deletion)	m	235
5.3	Remove and Dispose of Existing 150mm dia Gate Valve.	ea	4
5.4	Supply and Install new 250mm dia Gate Valve c/w Final Grade Adjustments	ea	4
5.5	Remove and Replace existing Hydrant Hydrant valve and Lead pipe complete with final grade adjustments	ea	1
5.6	Supply and Install New Fire Hydrant, Hydrant valve and Lead pipe complete with final grade adjustments	ea	1
5.7	Remove and Replace existing Water Services to Property Line including all fittings and Connections		
	1) 25 mm	ea	2
	2) 50mm	ea	4
	3) 75mm	ea	4
	4) 100mm	ea	2
5.8	Temporary Water Supply	LS	1
5.9	Special Foundation (Subject to Deletion)	m	40
	Over excavation and Placement of Washed Rock (Subject to Deletion)	m ³	25
TOTAL PART 5.0 - WATERMAINS			
6.0	CONCRETE REPLACEMENTS		
6.1	Supply and Install 2.0m Wide Straight Face Monolithic Sidewalk c/w Curb and Gutter	m	365
6.2	Supply and Install 150 Curb and 250 Gutter	m	35
6.3	Supply and Install Concrete Lane & Commercial Crossings c/w Curb and Gutter	m ²	115
6.4	Supply and Install Para ramps c/w Curb and Gutter	m ²	60
6.5	Supply and Place Miscellaneous Concrete	m ²	120
TOTAL PART 6.0 - CONCRETE REPLACEMENTS			
7.0	ROAD RECONSTRUCTION		
7.1	300 mm Cement Stabilized Subgrade at 15 Kg/m ²	m ²	4,000
7.2	Supply and Place 400mm Granular Base Course - 20 mm Minus	m ²	4,000
7.3	150 mm Depth Hot Mix Asphaltic Concrete	m ²	3,750
TOTAL PART 7.0 - ROAD RECONSTRUCTION			
8.0	PAINT LINES - TRAFFIC CONTROL		
8.1	Supply and Install Painted Yellow Centerline	m	60
8.2	Supply and Install Painted White Crosswalk Lines	m	90
8.3	Supply and Install Painted White Stop Bars	m	23
8.4	Supply and Install Painted White Parking Lines	m	220
8.5	Supply and Install Accessible Parking Symbols	ea	3
8.6	Remove, protect, stockpile and re-install all traffic signs	ea	5
TOTAL PART 8.0 - TRAFFIC CONTROL			
9.0	MISCELLANEOUS		
9.1	Supply and Install Swale Grate	LS	1
TOTAL PART 9.0 - MISCELLANEOUS			
TOTAL PART 1.0 - GENERAL REQUIREMENTS TOTAL PART 2.0 - SITE WORK DEMOLITION AND REMOVAL TOTAL PART 3.0 - SANITARY SEWERS TOTAL PART 4.0 - STORM SEWERS TOTAL PART 5.0 - WATERMAINS TOTAL PART 6.0 - CONCRETE REPLACEMENTS TOTAL PART 7.0 - ROAD RECONSTRUCTION TOTAL PART 8.0 - TRAFFIC CONTROL TOTAL PART 9.0 - MISCELLANEOUS			
Subtotal Construction			
Construction Contingency 15%			
Total Construction			
Engineering (15% Budget)			
Total Estimate			



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Wastewater Treatment Upgrade Project

Summary

Wastewater Treatment Upgrade Project

Overview

Administration has obtained a cost estimate of \$1.6 million from the Engineer for the lagoon upgrade.

Recommendations

Recommendation #1

That Council authorize Administration to move forward on a request for tender on the Wastewater Treatment Upgrade Project.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO

**COUNCIL REPORTS
AS OF FEBRUARY 13, 2018**

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



Date: February 8, 2018

To: Mayor McKenzie and Council

From: Martin Taylor, CAO

Re: CAO update

- Attended the media training with council on February 9th.
- Meeting with engineers to prepare for lagoon upgrade tender.
- Discussion with a commercial land developer.
- Meeting with Elks Club to fine tune the naming rights agreement.
- Meeting with the regional landfill committee.
- Held a meeting with the regional representative of Alberta emergency management regarding the new proposed legislation.
- Management team prepares 2018 operation and capital budgets for the March budget meetings.
- Meeting with the Alberta safety codes council regarding new legislation next week.

Respectfully submitted,
Martin Taylor, CLGM
CAO

Minutes

BDSHA Regular Board Meeting

November 28, 2017 3.1a

**Barrhead & District Social Housing
Association Minutes
Regular Board Meeting – November 28, 2017**

Members Present: Chairman Darrell Troock, Dale Kluin, Leslie Penny, Craig Wilson, Meertin Zeldenrust
Members Absent: Ken Killeen
Staff Present: Dorothy Clarke

1.0 Darrell Troock called the meeting to order at 10:04 am.

2.0 Approval of Agenda

Craig Wilson moved to accept the Agenda of the November 28, 2017 Regular Board Meeting.

Carried Unanimously

3.0 Adoption of Minutes

3.1 Regular Board Meeting – October 30, 2017

Leslie Penny moved to accept the Minutes of the October 30, 2017 Regular Board Meeting as presented.

Carried Unanimously

4.0 Reports

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

- Demolition of the suspended drywall ceiling on the first floor has occurred. The remainder of the demo will occur once they are ready to proceed on the 2nd floor.

Golden Crest Manor

- The shingles on the roof will be replaced over the course of the winter as weather permits.

Pembina Court Manor

- The carpet in the first floor hallways and common area is being replaced with vinyl plank flooring.

JDR Manor

- The window replacement tender was awarded to Capitall Exterior Solutions.
- The siding on this building will be replaced by March 2018. The tender was awarded to McLeod Mercantile Ltd. and the subcontractor is Jiffy Construction.
- Three tenders for flooring were sent out.

Initials: Chairperson

CAO

Minutes

BDSHA Regular Board Meeting

November 28, 2017

3.16

4.2 Chief Administrative Officer Report by Dorothy Clarke - Attached
Maintenance

Nowak Engineering has assigned the project in three phases – 1st floor Hillcrest 2 storey, L-Wing and 2nd floor Hillcrest 2 storey. Synero will complete the first phase starting November 27, 2017.

Employee is still on Worker's Compensation Disability. Presently the employee is working 6 hours per day.

Housekeeping/Laundry

Blue Heron has given us 30 days notice that they will no longer be able to fulfill the housekeeping contract at the John and Gerald Fellowship. The housekeeping staff has started to complete a weekly clean as of October 30, 2017; the revised budget to John and Gerald Fellowship will be \$3,116 rather than the current budget of \$1,552.

Administration

Vacancies

3 Community Housing – Barrhead

2 Community Housing – Swan Hills – will be 6 as soon as the 4 units are released by ASHC

6 small Hillcrest Lodge rooms in the North L-wing – at the present time HC 160 is used for the Beltone clinic, they were moved because of the fire suppression work that will be done in Hillcrest Lodge; the room is also used by Homecare staff for their lunch break

1 Jubilee Manor – handicapped – will try to keep empty for Lodge male residents that may have to move from North U-wing on short notice.

1 Golden Crest Manor – requires maintenance

Handibus

Tender package for the handibus has not been completed.

Dale Kluin moved to accept the Management Reports as presented.

Carried Unanimously

4.3 Cheque Logs October 30, 2017 – Attached

Leslie Penny moved to accept the cheque logs as presented.

Carried Unanimously

5.0 Business Arising From Minutes

5.1 2016/18 ASHC Capital Improvements

Dale Kluin moved that the Management Team can make recommendations to Capital Improvements & Technical Advisory, North Seniors and Housing division when the tenders have been closed and assessed.

Carried Unanimously

Initials: Chairperson

 CAO

Minutes

BDSHA Regular Board Meeting

November 28, 2017

3.1c

6.0 New Business

6.1 Carbon Levy Rebate – Ministerial Order H:021/17

Leslie Penny moved to increase the rent to include the Carbon Levy Rebate increase as of January 1, 2018.

Carried Unanimously

6.2 Maximum Rent – Senior Self-Contained and Services

Craig Wilson moved the monthly costs of services in the Lodge should be not change:

<i>Electricity – Hillcrest</i>	<i>\$30.00</i>
<i>Electricity – Klondike Place</i>	<i>\$60.00</i>
<i>Parking – Hillcrest</i>	<i>\$10.00</i>
<i>Parking – Klondike Place</i>	<i>\$25.00</i>
<i>Laundry – Self – Hillcrest</i>	<i>\$15.00</i>
<i>Laundry – Lodge Staff - Hillcrest</i>	<i>\$40.00</i>
<i>Locker Charge</i>	<i>\$ 1.00</i>
<i>Cable TV</i>	<i>\$40.00</i>

The Electricity and Laundry – Self – Hillcrest cannot be part of the \$315 rule.

Carried Unanimously

Dale Kluin moved that the electricity for Golden Crest Manor should increase electricity to \$50 effective March 1, 2018; all other services for Senior Self-Contained in Golden Crest Manor, Jubilee Manor, and Pembina Court Manor should not change:

<i>Electricity – Golden Crest Manor</i>	<i>\$50.00</i>
<i>Electricity – Jubilee Manor</i>	<i>\$50.00</i>
<i>Electricity – Pembina Court Manor</i>	<i>\$50.00</i>
<i>Parking</i>	<i>\$10.00</i>
<i>Cable TV</i>	<i>\$40.00</i>
<i>Med Pendants (GC/JM only)</i>	<i>\$20.00 per person</i>

Carried Unanimously

Leslie Penny moved that Miscellaneous charges should not change except for NSF Cheques should increase to \$15.00 effective March 1, 2018:

<i>Air Conditioner – annual install</i>	<i>\$100.00</i>
<i>NSF Cheque Charge</i>	<i>\$ 15.00</i>

Carried Unanimously

Leslie Penny moved that Dinner Tickets (10) for tenants should increase to \$100.00, Dinner Tickets (10) for guests should be eliminated – guests can purchase the dinner meal directly from the Dietary department, the Meal Plan for tenants should increase to \$300.00/month, and the serving of meals for tenants should remain at \$3.75/day but limited to two (2) weeks maximum; changes to the Meal program is effective March 1, 2018:

Initials: Chairperson

CAO

Minutes

BDSHA Regular Board Meeting

November 28, 2017

3.1d

<i>Dinner Tickets (10) tenants</i>	<i>\$100.00</i>
<i>Meal Plan – dinner and 1 snack</i>	<i>\$300.00/month</i>
<i>Serving of Meals to tenants</i>	<i>\$3.75/day – limited to two (2) weeks</i>
	<i>Carried Unanimously</i>

Craig Wilson moved that the Maximum rent for Senior Self-Contained units – JDR Manor, Golden Crest Manor, Jubilee Manor, and Pembina Court Manor should remain at \$887.50/month.

Carried Unanimously

6.3 John and Gerald Fellowship – Replacement Reserve Fund

Meertin Zeldenrust moved that the 2016 Financial Statements Surplus of \$14,586.14 should be added to the Replacement Reserve Fund for yearend December 31, 2017 under a separate heading "December 31, 2016 audit surplus transfer".

Carried Unanimously

7.0 Correspondence

7.1 Alberta Seniors Amounts

Dale Kluin moved to accept correspondence for information.

Carried Unanimously

8.0 Date and Time of Next Regular Meeting

Dale Kluin moved that the next Regular Meeting should be moved forward by one week to Wednesday, January 24, 2018 at 1:00 p.m.

Carried Unanimously

9.0 In Camera

Dale Kluin moved to go in camera at 11:50 a.m.

Carried Unanimously

Out of Camera

Leslie Penny moved to go out of camera at 12:10 p.m.

Carried Unanimously

Craig Wilson moved to increase the Facility Manager's wage as recommended by the Chief Administrative Officer effective December 25, 2017.

Carried Unanimously

In Camera

Dale Kluin moved to go in camera at 12:25 p.m.

Carried Unanimously

Initials: Chairperson  CAO 

Minutes

BDSHA Regular Board Meeting

November 28, 2017

3.1e

Out of Camera

*Craig Wilson moved to go out of camera at 12:35 p.m.**Carried Unanimously*

Dale Kluin moved that Dorothy Clarke, CAO send a written request to Lynda Cuppens, Executive Director, Capital Initiative Branch for an extension of the term of the Rural Lodge Renewal Initiative – Development Permit Stage Conditional Grant Funding Agreement past December 31, 2017.


Carried Unanimously

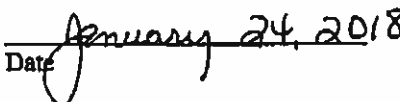
Craig Wilson moved Swan Hills Senior Project Request for Proposal should be retendered on Alberta Purchasing Connection to reflect the change in the method of construction to include permanent Conventional Construction.


Carried Unanimously

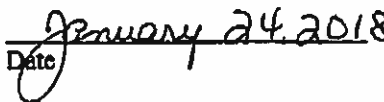
9.0 Adjournment

*Leslie Penny moved to adjourn the meeting at 12:37 p.m.**Carried Unanimously*


Signature: Darrell Troock, Chairperson


Date January 24, 2018


Signature: Dorothy Clarke, CAO


Date January 24, 2018

Initials: Chairperson  CAO 

Minutes of the Barrhead Public Library Board Regular Meeting held at Barrhead January 9, 2018

Chair	R. Bohn
Members	Ruth Hewitt, Helmut Ehrenholz, Ron Kleinfeldt, Sandra Cober, Marlene Szwec, Gillian Lee
Others	Elaine Dickie – BPL Director, Dagmar Visser -NPL Director Grace Huisman – Recording Secretary
Absent	Rod Klumph, Sandra Olthuis
Guest	Karen Schooten

1.0 Call to Order at 5:27 by R. Bohn

1.1 Additions to /Acceptance of Agenda

Addition: 2.5 Barrhead Legion

Motion: G. Lee moved to approve the agenda as amended. Carried.

1.2 Acceptance of minutes of November 21, 2017

Correction to Item 5.1-There is a new vice president on the YRL executive.

Motion: R. Kleinfeldt moved to approve the minutes of November 21, 2017 as amended. Carried.

2.0 Items for Information and Discussion

2.1 2018 Budget Ratification

The Town of Barrhead and the County of Barrhead have both ratified the Barrhead Public Library's 2018 budget.

2.2 School Contracts for Barrhead and Neerlandia

Updating the addendum to the contract with Barrhead Elementary School is progressing slowly. We are proceeding with the status quo. It was recommended that we identify 1 or 2 meetings per year that we invite representatives from BES to come to the Board meeting to discuss library issues. October and March meetings were suggested.

Neerlandia's contract is renewed at the beginning of each year. A representative from NPS attends the Neerlandia Society meetings. The Board needs a copy of the contract.

2.3 Alberta Library Conference in Jasper April 26-29

Let E. Dickie know if you are interested in attending.

2.4 Annual Report to Province

The annual report will be compiled and distributed to Board members prior to the next meeting.

2.5 Barrhead Legion

The Library Board will be selling tickets, making a snack etc. at the Legion on February 23, 2018. We will advertise our involvement in the newsletter, community posters and in the Barrhead Leader.

R. Hewitt, G. Lee and G. Huisman will organize the event..

Motion: G. Lee moved to accept Items 2.1- 2.5 as information. Carried.

3.0 Finance

3.1 Barrhead – As presented.

3.2 Neerlandia – As presented.

Motion: H. Ehrenholz/ M. Szwec moved to accept the financial reports as information. Carried.

Barrhead Public Library Board Minutes Continued....

4.0 Librarian Reports

4.1 Barrhead –As presented. We are looking for presenters for the arm chair traveler program.

4.2 Neerlandia –As presented.

Motion: R. Hewitt moved to accept Items 4.1 and 4.2 as information.

5.0 Committee Reports

5.1 YRL –Member orientation is January 22, 2018.

5.2 Finance – No report.

5.3 Policy- No report.

5.4 Human Resources – Direct deposit for staff payroll is being reconsidered due to the timing of our payroll and a 3 day hold time imposed by the Servus Credit Union.

5.2 Friends

–Spring book sale is scheduled for May 24-27. A service group will be engaged to do the heavy lifting. Friends will make a \$100 donation to the group.

–February is Library Lovers month. Special activities include Hillcrest members serving coffee and snacks on February 13th.

–R. Bohn and G. Lee will be hosting a Speed Dating evening on February 16th details to be worked out.

–Library Lovers Raffle with a \$100 valued gift basket, will be drawn February 28th, tickets are \$2 each, only 250 tickets have been printed. Board members are encouraged to sell tickets.

–General account balance \$4852.10. Casino account balance \$5652.48

–The next casino is scheduled for the 2nd quarter of 2019.

5.6 Promotion and Advocacy -Board members are encouraged to write to MLA Glen van Dijken requesting greater financial support for libraries.

5.7 Facilities-There has been no movement on the storage issue. H. Ehrenholz will contact J. Tuininga chair of PHPS Board to follow up on the meeting between the partners which was held in the fall of 2016.

Motion: R. Hewitt moved to accept Items 5.1 - 5.7 as information. Carried.

6.0 Correspondence

6.1 Incoming-Notification that H. Ehrenholz and S. Cober have been appointed to the Board till 2020.

–Survey was completed on school housed public libraries in Alberta.

6.2 Outgoing- None.

Motion: H. Ehrenholz moved to accept Items 6.1- 6.2 as information. Carried.

7.0 Next Meeting-February 20, 2018 at 5:00pm in the Barrhead Public Library. The meeting will begin with a review of the accounts for 2017 for BPL and NPL by Blaine Clarahan.

8.0 Adjournment: Motion: R. Kleinfeldt moved to adjourn the meeting at 6:40pm. Carried.

Chairman

Date

Barrhead Public Library Board Minutes

Special Organization Meeting

January 17, 2017

Chair	Elaine Dickie
Members	Ruth Hewitt, Ron Kleinfeldt, Gillian Lee, Sandra Cober, Ruth Bohn, Helmut Ehrenholz, Marlene Szwec,
Others	Elaine Dickie - BPL Director, Dagmar Visser - NPL Director Grace Huisman – Secretary
Absent	Rod Klumph, Sandra Olthuis
Guest	Karen Schooten-Neerlandia Library Society

- 1.0 Call to Order at 5:06 p.m. by E. Dickie, acting chair.
 - 1.1 Approval of the Agenda
 - Motion:** M Szwec moved to approve the agenda as presented. Carried.
 - 1.2 Approval of the Minutes from Special Organizational Meeting January 17, 2017
 - Motion:** R. Bohn moved to approve the minutes of the Special Organization Meeting of January 17, 2017 Carried.

2.0 Appointment of Board Officers

2.1 Chair

E. Dickie calls for nominations for position of Board Chair.

R. Bohn nominates G.Lee for position of Chair.
G. Lee declines the nomination.

M. Szwec nominates R. Bohn.
R. Bohn accepts the nomination for position of Chair.

E. Dickie calls for further nominations.
E. Dickie calls for further nominations.
E. Dickie calls for further nominations.

S. Cober moves nominations cease.

R. Bohn is declared Library Chair.

2.2 Vice Chair

R. Bohn calls for nominations for position of Vice Chair.

M. Szwec nominates R. Hewitt for position of Vice Chair.
R. Hewitt declines the nomination.

S. Cober nominates G. Lee.
G. Lee accepts the nomination for position of Vice Chair.

R. Bohn calls for further nominations.
R. Bohn calls for further nominations.
R. Bohn calls for further nominations.

R. Hewitt moves nominations cease.

G. Lee is declared Vice Chair.

Special Organization Meeting....Continued
January 17, 2017

- 3.0 Appointment of Committee Members
- 3.1 Yellowhead Regional Library
R. Klumph and R. Kleinfeldt volunteer to represent the Barrhead Public Library Board on the Yellowhead Regional Library Board.
- 3.2 Finance Committee
R. Klumph, R. Kleinfeldt and G. Lee and S. Olthuis volunteer to be Finance Committee members.
- 3.3 Policy Committee
R. Bohn, M. Szwec and S. Olthuis volunteer for the Policy Committee.
- 3.4 Human Resources Committee
G. Lee and S. Cober volunteer for the Human Resources Committee.
- 3.5 Friends of the Library
R. Hewitt, G. Lee, M. Szwec and R. Bohn volunteer to be liaison to the Friends of the Library.
M. Szwec will report to the Board
- 3.6 Promotion and Advocacy Committee
S. Cober. and R. Hewitt volunteer for the Promotion and Advocacy Committee
- 3.7 Facilities Committee
H. Ehrenholz and S. Olthuis volunteer for the Facilities Committee.
Motion: G. Lee moved to accept all volunteers for the various committees. Carried.
- 4.0 Appointment of Committee Chairman
Motion: R. Hewitt moved that committees appoint their own chairs. Carried.
- 5.0 Other Business
- 5.1 Recording Secretary
Motion: M. Szwec moved that G. Huisman be declared recording secretary. Carried
- 5.2 Bank Signing Authority
Motion: H. Ehrenholz moved that Ruth Bohn, Gillian Lee, Elaine Dickie and Grace Huisman have bank signing authority on behalf of the Barrhead Public Library at the Servus Credit Union in Barrhead. (Two to sign one board member and one Barrhead Public Library employee).
Carried.
- 5.3 Board Meeting Dates, Times and Places
Motion: R. Hewitt moved that the 2018 Barrhead Library Board Meetings be held the third Tuesday of each month at 5:00pm in Barrhead. There will be no meetings in July, August and December. The June meeting will be at 5:30 in Neerlandia. Carried.
- 5.4 Finance Committee
Motion: H. Ehrenholz moved that one member of the finance committee (G. Lee, R. Kleinfeldt and R. Klumph) conduct a monthly financial review on an alternating basis. Carried.
- 5.5 Appointment of Accounting firm for annual financial review.
Motion: M. Szwec moved that Blaine Clarahan Professional Corporation be appointed to conduct the annual financial review of the Barrhead Public Library and the Neerlandia Public Library.
Carried.
- 5.6 Appointment of Law firm for legal advice.
Motion: R. Kleinfeldt moved that the law office of Driessen DeRudder LLP be retained for legal advice. Carried.
- 5.7 Notice of request to amend the agreement between Barrhead Library Board and Neerlandia Library Society.
None.
- 5.8 Other Business
None.
- 6 Adjournment
Motion: R. Hewitt moved to adjourn the meeting at 5:25 p.m.

Chairman

Date

**BARRHEAD & DISTRICT REGIONAL LANDFILL COMMITTEE
MEETING WEDNESDAY, FEBRUARY 7, 2018, AT 12:00 NOON
IN THE TOWN OF BARRHEAD COMMITTEE ROOM**

PRESENT Crs: L. Penny, B. Lane, R. Kleinfeldt, Town CAO Martin Taylor, Mayor McKenzie (entered 12:07 p.m.), County Public Works Assistant Superintendent Ken Hove and Secretary Gail Hove

ABSENT Cr. R. Klumph, Town Director of Public Works Brant Ross and County Manager Debbie Oyarzun

CALL TO ORDER Town CAO Martin Taylor called the meeting to order at 12:03 p.m.

ELECTION OF CHAIR

Town CAO Martin Taylor stated that the Election of the Chair will begin.

Election of Chair:

Cr. Lane nominated Mayor McKenzie as Chair. Mayor McKenzie is the ex-officio of all meetings and cannot accept the position of Chair.

Cr. Kleinfeldt nominated Cr. Penny as Chair. No further nominations were received. Cr. Penny accepted. Nominations cease.

001-18 Moved by Cr. Kleinfeldt that Cr. Penny be named Chairperson of the 2017-2018 Landfill Committee.

CARRIED UNANIMOUSLY

CONSIDERATION OF AGENDA

002-18 Moved by Cr. Kleinfeldt that the Agenda be accepted with the following amendment:

- Election of Chair
- Proposal for Collecting Used Oil Products

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Regional Landfill Meeting held Wednesday, October 11, 2017, were reviewed.

003-18 Moved by Cr. Lane that the Minutes of the Regional Landfill Meeting held Wednesday, October 11, 2017, be accepted as presented.

CARRIED UNANIMOUSLY

**OPERATING AND CAPITAL FINANCIAL
STATEMENTS LANDFILL**

The Operating and Capital Financial Statements for the Landfill were reviewed.

- 004-18 Moved by Cr. Lane that the Landfill Operating and Capital Financial Statements to December 31, 2017, be accepted as information.

CARRIED UNANIMOUSLY

**LANDFILL
STATS**

The Landfill Stats for the months of September – December 2017 and the Tire Collection Quarterly Reports for the months of September – December 2017, were reviewed.

Discussion took place regarding the location of the attendant shack. Martin Taylor, CAO stated that this will be brought back to the next meeting of the Landfill Committee for further discussion.

- 005-18 Moved by Cr. Lane that the Landfill Stats for the months of September – December 2017 and the Tire Collection Quarterly Reports for the months of September – December 2017, be accepted as information.

CARRIED UNANIMOUSLY

**REQUEST FOR PROPOSALS –
METAL RECYCLING**

Martin Taylor, CAO stated that the Porta Crush Contract for metal recycling agreement expired December 31, 2017. The Metal Recycling Request for Proposals was posted January 5, 2018 on the webpage, January 17, 2018 on Facebook and January 15, 22 and 29 edition of the Barrhead Leader.

Martin Taylor, CAO stated that the recommendation is to stay with Porta Crush for the Metal Recycling and to review it in 3 years time.

The Committee members agreed.

- 006-18 Moved by Cr. Kleinfeldt that the Barrhead & District Regional Landfill Committee accept the Metal Recycling Contract Proposal from Porta Crush and that Administration advise them that they were successful in receiving the Metal Recycling Contract and that the agreement shall be in effect for a period of 3 years ending February 28, 2021.

CARRIED UNANIMOUSLY

**PROPOSAL FOR COLLECTING
USED OIL PRODUCTS**

Martin Taylor, CAO stated that a proposal for collecting used oil products was received from Luke's Contract Hauling.

Martin Taylor, CAO stated that our current provider's agreement is still in place and that Luke's Contract Hauling proposal will be brought back to the next meeting of the Landfill Committee for further discussion.

FEBRUARY 7, 2018, LANDFILL COMMITTEE MINUTES

Page 3 of 3

NEXT

MEETING

The next meeting of the Landfill Committee will be at the call of the chair in the Town of Barrhead Council Chambers.

ADJOURN

007-18

Moved by Cr. Lane that the meeting be adjourned at 12:27 p.m.

CARRIED UNANIMOUSLY

Chairperson

Recording Secretary



REQUEST FOR DECISION

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Bylaw 02-2018, Council Code of Conduct Bylaw

Summary

Bylaw 02-2018, Council Code of Conduct Bylaw

Overview

Pursuant to the Code of Conduct for Elected Officials Regulations. A Council must establish a Council Code of Conduct which shall include but not be limited to a minimum of the following topics:

- Communicating on behalf of the municipality
- Respecting the decision making process
- Respectful interactions with Council, staff and the public
- Confidential information
- Conflict of interests

Recommendations for Action

Recommendation #1

That Council give Bylaw 02-2018, Council Code of Conduct Bylaw, first, second and third readings.

Or

That Council give Bylaw 02-2018, Council Code of Conduct Bylaw, first reading and bring back to the next meeting of Council.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read "M. Taylor".

Martin Taylor, CMC, CLGM
CAO

TOWN OF BARRHEAD

BYLAW NO.02-2018

A BYLAW OF THE COUNCIL OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL.

WHEREAS the *Municipal Government Act*, RSA 2000, Chapter M-26, provides that Council may by bylaw make rules for calling meetings and governing its proceedings, the conduct of its members, the appointment of committees, and for the transaction of its business; and

WHEREAS the responsible operation of a democratic local government requires elected officials to be independent, impartial and duly responsible to the people;

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. SHORT TITLE

- 1.1 This bylaw is called “**The Council Code of Conduct Bylaw**”.

2. PURPOSE

- 2.1 To establish the standard of conduct and actions of Elected Officials of the Town of Barrhead, as an effort to maintain public confidence in and respect for local government.

3. DEFINITIONS

- 3.1 In this bylaw:

- (1) “Act” means the Municipal Government Act and amendments or successor legislation thereto.
- (2) “CAO” means the Chief Administrative Officer for the Town of Barrhead or his/her designate.
- (3) “CEO” (Chief Elected Official/Mayor)) means the Mayor of the Town of Barrhead.
- (4) “Conflict of Interest” means a situation where a Councillor’s personal or private interests may be perceived as influencing the Councillor on a matter of public interest before Town Council, which may result in direct or indirect pecuniary interest, pre-judgment or undue influence.
- (5) “Councillor” means a member of the Town of Barrhead Council
- (6) “Council” means the duly elected officials of the Town of Barrhead.
- (7) “FOIP” means the Freedom of Information and Protection of Privacy Act, and any regulations or successor legislation thereto.
- (8) “Pecuniary Interest” means those situations as defined and regulated by Part 5 Division 6 of the Municipal Government Act RSA 2000, Chapter M-26

- (9) "Town" means the Town of Barrhead, a municipal corporation of the Province of Alberta.

4. CONDUCT OF MEMBERS OF TOWN COUNCIL

- 4.1 Council members shall carry out required duties to the best of their ability, be accountable for their decisions and actions, and strive to create a courteous, respectful atmosphere.
- 4.2 Serve the welfare and interests of the community as a whole in a conscientious and diligent manner and approach decision making with an open mind.
- 4.3 Observe the highest standards of ethical conduct and perform their duties in office in a manner that promotes public confidence.
- 4.4 Engage in respectful & healthy debate on matters in Council meetings and respect the opinion of other Council members.
- 4.5 Council members shall not speak on a matter not before a Council meeting and shall not shout, use profane, vulgar or offensive language during a Council meeting.
- 4.6 Council members shall not make public personal comments about any staff, members of the public or fellow Council members.
- 4.7 Council members shall treat municipal staff with respect and will adhere to any Town of Barrhead policies, bylaws and procedures in order to ensure the municipal work environment is free from discrimination, bullying and harassment.
- 4.8 No member of Council shall use or attempt to use their authority for the purposes of interfering or directing staff in their duties.
- 4.9 Council's sole employee is the CAO; members of Council will respect the CAO's authority to direct staff.

5. CONFIDENTIAL INFORMATION

- 5.1 Personal Information collected by the Town will only be used for the purpose for which it was collected and only disclosed if such disclosure complies with the FOIP Act.
- 5.2 Council members shall not release, disclose, publish or comment on confidential information received during an "in-camera" meeting until such information is disclosed in a public meeting or required by law to do so.
- 5.3 No Council member shall use confidential information for personal gain or benefit, or for the personal gain or benefit of any other person or body.

6. CONFLICT OF INTEREST – PECUNIARY INTEREST

- 6.1 It is Council members' personal responsibility to review and understand the Pecuniary Interest provisions of the Act.

- 6.2 The decision with respect to whether or not a Council member has a pecuniary or conflict of interest is the individual Council's members' decision to make.
- 6.3 Council members shall not influence or attempt to influence a decision in a matter they have a pecuniary or personal interest which comes before any board, commission or Council.
- 6.4 Council members shall not place themselves in a position of obligation to any person, company or organization that may benefit from special consideration or preferential treatment from Council.
- 6.5 Council members shall not allow their personal interests or connections to any organizations or groups to influence their impartiality with respect to the duties they carry out as members of Council.
- 6.6 Receipt and giving of gifts can result in a perceived conflict of interest.
- 6.7 With the exception of token or minor gifts (have an estimated value under \$100.00), gifts over \$100.00, can either be rejected or accepted by a Council member on the condition that the gift is accepted on behalf of all of Council and may be donated to a local charity. This does not apply to gifts of appreciation, donations, and gifts of protocol or social obligation which are received by Council members on behalf of Council.

7. USE OF MUNICIPAL RESOURCES AND SERVICES

- 7.1 Council members shall have full access to the Council chambers, meeting rooms and public areas in the Town office.
- 7.2 No Council member shall direct the work of Town staff or the Town's contractors.
- 7.3 Council members will respect the work space and schedule of Town staff and will not unduly disrupt the day to day work of the organization.
- 7.4 No Council member shall use any property, equipment, service or supplies of the Town including email, social media or internet to pursue their private interest or the interest of any group or organization.
- 7.5 No Council member shall make any financial or legal commitment on behalf of the municipality unless approved by resolution of Council.

8. ORIENTATION AND TRAINING

- 8.1 A municipality must, in accordance with the regulations; offer orientation training to each councillor, to be held within 90 days after the councillor takes the oath of office.
- 8.2 Members of Council are expected to attend:
 - i) orientation training at the start of each Council term
 - ii) any training organized by Council or mandated by the Province
- 8.3 Members of Council may attend training/conferences of their choosing within their approved budget.

9. COMPLAINTS – BREACH OF THE CODE OF CONDUCT

- 9.1 Council members are accountable to the public throughout their 4-year term and may be disqualified and be required to resign pursuant to Section 174 of the Act.
- 9.2 Where a member of the public, Council, or staff, believes they have reasonable grounds that a member of Council has breached this Code, a complaint may be submitted in confidence to the Mayor; if the Mayor has breached this Code, the complaint may be submitted in confidence to the Deputy Mayor.
- 9.3 All complaints must be in writing and should include:
 - i) The complainants name and contact information
 - ii) The name of the member of Council who is the subject of the complaint
 - iii) The nature of the complaint
 - iv) Any other supporting information that will assist in evaluating the complaint
- 9.4 If after review the Mayor or Deputy Mayor finds the complaint to be unsubstantiated he or she may decline to conduct an investigation and advise the complainant of the decision.
- 9.5 If the complaint is found to be warranted, the Council member who is the subject of the complaint will be advised, subject to the FIOP Act and be given the opportunity to provide a written response to the allegations being made.
- 9.6 Once the investigation is complete a written report from the Mayor or Deputy Mayor , be submitted, which may include statements from the complainant and Council member as well as recommendations for sanctions (if any) shall be forwarded to full Council for consideration.
- 9.7 If it is determined the Council member failed to adhere to the Code of Conduct, Council may impose the following sanctions including but not limited to:
 - i) public reprimand
 - ii) request the Councillor issue a letter of apology
 - iii) requirement to attend addition training
 - iv) removal from all boards and committees as a Council representative
 - v) suspension or reduction of remunerations paid to the Council member
 - vi) restrictions on access to Town facilities, property, equipment, services and supplies
 - vii) restrictions on contact with Town staff
 - viii) restrictions on travel as a Council representative
 - ix) suspension or removal of the appointment of Deputy CEO (Mayor) pursuant to Section 152 of the Act.
 - x) suspension or removal of the CEO's presiding duties under Section 154 of the Act.
- 9.8 All sanctions imposed under this Bylaw shall be fair and in keeping with the severity of the infraction having due regard to the Council Members previous conduct.
- 9.9 Nothing in this section restricts or attempts to restrict a Councillor's legal right to challenge a decision by Council.

10. REVIEW OF CODE OF CONDUCT

Each Council is required to review and update this Code of Conduct and any related bylaws that have been incorporated by reference into the Code of Conduct at least once every 4 years starting from the date the Code of Conduct is passed.

11. GENERAL PROVISIONS

a) It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is further the intention of Council that if any provisions of this Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.

b) This Bylaw will take full force on the day of its final reading.

Read a first time this _____ day of _____, 2018.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO

Read a second time this _____ day of _____, 2018.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO

Read a third time this _____ day of _____, 2018 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Martin Taylor, CAO



REQUEST FOR DECISIONS

Date: February 13, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Information Items

Summary

Information Items for Council's review.

Overview

The following information items were presented:

- Alberta Municipal Affairs – Minister's Awards for Municipal Excellence
- GROWTH Alberta – Trail Revitalization
- Crossing Hwy 33 at 58 Avenue – Concern

Recommendations

Recommendation #1

That Council accept as information.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED

JAN 30 2018

AR92443

January 24, 2018

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

Dear Mayor McKenzie,

I am pleased to invite the Town of Barrhead to provide submissions for the 17th annual Minister's Awards for Municipal Excellence, which formally recognizes excellence in local government practices and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in five categories and one award for outstanding achievement:

- Innovation – Recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta (municipalities with a population of less than 500,000).
- Partnership – Recognizes a leading municipal practice involving consultation, coordination, and cooperation with other municipalities, jurisdictions or organizations (municipalities with a population of less than 500,000).
- Safe Communities – Recognizes a leading practice focused on making municipalities safer through prevention and enforcement (municipalities with a population of less than 500,000).
- Smaller Municipalities – Recognizes the innovative practices developed by communities with less than 3,000 residents.
- Larger Municipalities – Recognizes the innovation and creativity of larger municipalities with populations of 500,000 or greater that have a substantial resource base and that can partner with departments within the municipality's control.
- Outstanding Achievement – Recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practice in Alberta. This award, chosen by the review committee, recognizes the best submission from the other categories.

.../2

His Worship David McKenzie

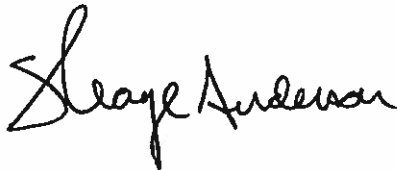
- 2 -

The submission form and additional details may be found on the Municipal Excellence Network website at www.municipalaffairs.gov.ab.ca/mc_municipal_excellence.cfm. The submission deadline is **March 31, 2018**.

I encourage you to share your successful initiatives, and I look forward to celebrating these successes with communities.

If you have any questions regarding the Minister's Awards for Municipal Excellence, please contact the Municipal Excellence Team at 780-427-222, or menet@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is fluid and cursive, with the first name "Shaye" being more prominent than the last name "Anderson".

Hon. Shaye Anderson
Minister of Municipal Affairs



GROWTH Alberta
Your Business. Our Future.

t 780.674.3140 f 780.674.2777 www.growthalberta.com

5306 - 49 Street, Barrhead, AB T7N 1N5

RECEIVED

FEB 06 2018

February 5, 2018

Dear Respective Councils:

Re: GRIZZLY Trail Revitalization

GROWTH Alberta is a Regional Economic Development Alliance (REDA), consisting of ten Municipalities whose purpose is to work in partnership with its membership, local businesses, the provincial government, and a variety of other stakeholders to address the economic challenges, strategies and opportunities that face the region. Under the GROWTH Alberta banner, WILD Alberta operates as a regional tourism destination management organization.

In a recent discussion amongst the Board of Directors, it was brought up that the Grizzly Trail signage had come into disrepair and that no formal promotional strategies or campaigns had been undertaken in some time. As the trail and related experiences are not fully regional, the Board has directed an initial communication to the communities along the trail to gauge appetite for coming together to discuss revitalization and potential leveraging of the experiences into economic impact.

WILD Alberta can act as the lead to gauge the interest from the communities and act as an expert resource where possible for any revitalization strategies that arise. Please review the attached leader for more information, talk with your partners and advise us if this something you wish to explore. We will gather the responses and work with you to develop a planning committee if described response is positive. All subsequent activity from there will be led by you're the described committee.

If you require further information, please contact Troy Grainger, Executive Director at 780 674-3140 or alternately via e-mail at manager@growthalberta.com.

Thank you for your assistance with this valued initiative.

Best Regards,

Troy Grainger, Manager

CC: GROWTH Alberta Board of Directors
Hamlet of Kinuso (c/o Big Lakes County)
Town of Swan Hills
Hamlet of Fort Assiniboine (c/o Woodlands County)
Town of Barrhead
Barrhead County
Lac Ste. Anne County

RECEIVED
FEB 06 2018

Feb. 6, 2018

Town of Barrhead.

Att: Council

Re. Crossing Hwy 33/18 at
49 St. & 58 Ave
(Green House & Petra Can.)

We need a better solution to pedestrian/scooter crossing, especially in winter and spring. Very dangerous as is!

At the very least we need a crosswalk and cleared access to sidewalk in front of Petra Can./KFC.

Probably partly Provincial problem, BUT town must have some responsibility to get people safely to East side. (Crosswalk at Pembina Hills/Lutheran Church is too far.)

Thanks for your consideration.

P.S. Recently a elderly, but spry, lady went down while trying to cross. She was returning from visiting her husband at Keir Cove. She was transported by passer-by to her home. Said she was ok, but shaken. (Just an example!)