



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JULY 11, 2023 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 – June 27, 2023
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) There are no Delegations
6. Old Business
 - (a) Potential Financial Contribution to STARS
7. New Business
 - (a) Special Event Application – July 19th, 2023 Hosted by Tim Hortons
 - (b) Potential Cancellation of the September 26, 2023 Council Meeting
8. Reports
 - (a) Council Reports
 - (b) CAO's Report to June 30, 2023
 - (c) Council Action List to June 27, 2023

9. Minutes
 - (a) There are no Minutes
10. Bylaw
 - (a) There are no Bylaws
11. Correspondence Items
 - (a) There is no Correspondence Items
12. For the Good of Council
13. Tabled Items
14. Closed Session
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JUNE 27, 2023,
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

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.

182-23 Moved by Cr. Smith that the agenda be accepted with the following amendments:

- Add: 8(a) Yellowhead Regional Library Board Report
- Add: 8(a) Barrhead Public Library Report

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of June 13, 2023, were reviewed.

183-23 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of June 13, 2023 be accepted as presented.

CARRIED UNANIMOUSLY

DELEGATION

Mayor McKenzie and Council welcomed Ms. Karen Gariepy, Executive Director, of Barrhead & District Family and Community Support Services Society at 5:31 p.m.

Ms. Karen Gariepy, Executive Director, of Barrhead & District Family and Community Support Services Society presented to Council an update on their 2023 Operating Programs.

EXITED Mayor McKenzie and Council thanked Ms. Karen Gariepy, Executive Director, of Barrhead & District Family and Community Support Services Society, for her presentation and she exited the Chambers at 5:55 p.m.

184-23 Moved by Cr. Assaf that Council accepts the program update from Ms. Karen Gariepy, Executive Director of the Barrhead & District Family and Community Support Services Society, as information.

CARRIED UNANIMOUSLY

MONTHLY BANK STATEMENT

The Monthly Bank Statement for the month ended May 31, 2023, was received.

185-23 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended May 31, 2023, as presented.

CARRIED UNANIMOUSLY

**AWARD TENDER – FEASIBILITY STUDY
FOR THE REPURPOSING OF THE ADLC**

For Council to review and consider awarding the tender to undertake a feasibility study for the repurposing of the Alberta Distance Learning Centre (ADLC) building, was received.

186-23 Moved by Cr. Smith that Council award the tender from Next Architecture Inc. in the amount of \$106,960.00 (GST excluded) to undertake a joint Feasibility Study for the repurposing of the Alberta Distance Learning Centre as a joint project between the County of Barrhead and the Town of Barrhead under the Alberta Community Partnership Program, as presented.

CARRIED UNANIMOUSLY

187-23 Moved by Cr. Sawatzky that Council authorizes the County of Barrhead and the Town of Barrhead’s Administrations to negotiate and refine the scope of the project with Next Architecture Inc. to a maximum of \$146,570.00 (GST excluded).

CARRIED UNANIMOUSLY

**BYLAW 06-2023, FEES
AND RATES BYLAW**

Proposed amendment to Bylaw 06-2023, the Fees and Rates Bylaw, was presented.

188-23 Moved by Cr. Smith that Council give Bylaw 06-2023, the Fees and Rates Bylaw, first reading.

CARRIED UNANIMOUSLY

189-23 Moved by Cr. Klumph that Council give Bylaw 06-2023, the Fees and Rates Bylaw, second reading.

CARRIED UNANIMOUSLY

190-23 Moved by Cr. Oswald that Council give Bylaw 06-2023, the Fees and Rates Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

191-23 Moved by Cr. Kluin that Council give Bylaw 06-2023, the Fees and Rates Bylaw, third reading.

CARRIED UNANIMOUSLY

**AMENDMENT TO POLICY 72-002 RECREATION
FACILITY RENTAL POLICY**

For Council to review and consider the amendment to Policy 72-002 Recreation Facility Rentals, was received.

192-23 Moved by Cr. Klumph that Council approves the revised Policy 72-002 Recreation Facility Rentals, as presented.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of June 27, 2023, were reviewed:

- Chamber of Commerce
- Family & Community Support Services Society
- Yellowhead Regional Library Board Report
- Barrhead Public Library
- CAO Report

193-23 Moved by Cr. Kluin that the following Reports to Council as of June 27, 2023, be accepted as information and as presented:

- Chamber of Commerce
- Family & Community Support Services Society
- Yellowhead Regional Library Board Report
- Barrhead Public Library

CARRIED UNANIMOUSLY

194-23 Moved by Cr. Smith that the CAO’s Report be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family and Community Support Services – April 20, 2023
- Barrhead & District Social Housing Association – April 25, 2023

195-23 Moved by Cr. Oswald that the Minutes to Council be accepted as information and as presented.

- Barrhead & District Family and Community Support Services – April 20, 2023
- Barrhead & District Social Housing Association – April 25, 2023

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

The following correspondence items were reviewed:

A letter dated June 12, 2023, from Ms. Sharon Stoik, Barrhead & District Historical Society requesting a financial funding contribution, along with the Society’s 2022-2023 Annual Report.

The approved 2023 approved Operating Budget includes a provision to donate \$10,000.00 to the Barrhead & District Historical Society. Administration has already issued a cheque for that amount in June.

A letter dated June 15, 2023, from the Barrhead & Community Indigenous Committee requesting the approval to utilize the Agrena as a secondary location should the weather turn inclement for the Indigenous Day Celebrations on June 21st, 2023.

A letter dated June 20, 2023, from Mr. Ric McIver, Minister of Municipal Affairs, advising that he is excited to return as the Minister of Municipal Affairs.

196-23 Moved by Cr. Assaf that Council accepts the letter dated June 12, 2023, from Ms. Sharon Stoik, Barrhead & District Historical Society requesting a financial funding contribution, along with the Society’s 2022-2023 Annual Report, as information.

CARRIED UNANIMOUSLY

197-23 Moved by Cr. Klumph that Council deny the request from the Barrhead & Community Indigenous Committee to waive the rental fee for the Agrena for their June 21st, 2023 event and authorize an operating grant to the Barrhead & Community Indigenous Committee in the same amount to off-set the rental fee for the facility.

CARRIED UNANIMOUSLY

198-23 Moved by Cr. Sawatzky that Council accepts the letter dated June 20, 2023, from Mr. Ric McIver, Minister of Municipal Affairs, advising that he is excited to return as the Minister of Municipal Affairs, as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie congratulated all Town staff that were involved in organizing the official Grand Opening of the All-Wheel Park held on June 23rd. A very well-planned event and well attended.

Cr. Kluin thanked all the organizers for a well-planned Street Festival Event held on June 17th.

Cr. Oswald acknowledged the youths that participated in the June 17th Lemonade Day. Some of the participates had a very good business plan.

Cr. Oswald thanked the Barrhead & Community Indigenous Committee for an excellent job for the June 21st event. It was a learning experience for the youth and a great event for the community.

Cr. Klumph thanked the Town staff for their efforts in hosting the Hazardous Round-Up event held on June 10th.

RECESSED

199-23 Moved by Cr. Smith to recess the meeting at 6:26 p.m.

CARRIED UNANIMOUSLY

RECONVENED

200-23 Moved by Cr. Smith to reconvene the meeting at 6:29 p.m.

CARRIED UNANIMOUSLY

**CLOSED SESSION –
FOIP ACT SECTION 16 – LAND,
SECTION 21 – PERSONNEL AND
SECTION 24 – LEGAL**

201-23 Moved by Cr. Klumph that Council go in closed session at 6:29 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

202-23 Moved by Cr. Smith that the Council come out of closed session at 6:47 p.m.

CARRIED UNANIMOUSLY

RECESSED

203-23 Moved by Cr. Assaf to recess the meeting at 6:47 p.m.

CARRIED UNANIMOUSLY

RECONVENED

204-23 Moved by Cr. Smith to reconvene the meeting at 7:08 p.m.

CARRIED UNANIMOUSLY

**CLOSED SESSION –
FOIP ACT SECTION 16 – LAND,
SECTION 21 – PERSONNEL AND
SECTION 24 – LEGAL**

205-23 Moved by Cr. Klumph that Council go in closed session at 7:08 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

206-23 Moved by Cr. Klumph that the Council come out of closed session at 8:35 p.m.

CARRIED UNANIMOUSLY

ADJOURN

207-23 Moved by Cr. Klumph that the Council Meeting be adjourned at 8:35 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: July 11, 2023

Re: Potential financial contribution to STARS

1.0 PURPOSE:

To consider providing financial assistance to STARS.

2.0 BACKGROUND AND DISCUSSION:

During the June 13th Town Council Meeting, Council heard a presentation from STARS and how their operations provide service to the Province and the Barrhead community.

Part of the STARS' June 13th presentation was seeking a financial contribution of \$7,500.00 per year for 2023, 2024 and 2025 from the Town of Barrhead.

Administration was informally requested by members of Council to place this item on the Council agenda for further deliberation.

3.0 ALTERNATIVES:

3.1 That Council provides financial assistance to STARS at an agreed amount from the 2023 operating budget.

3.2 That Council instructs Administration to include the financial request from STARS into the 2024 budget cycle for further deliberations.

4.0 FINANCIAL IMPLICATIONS:

The 2023 approved Operating Budget includes a budget line “Grants to Organizations” for a total of \$19,300.00. Part of the budget include 7,500.00 earmarked for miscellaneous donations.

To date Council has allocated the following two contributions from the miscellaneous donation portion of the budget:

- a) Fort Assiniboine Bi-Centennial Committee – \$2,000.00 (off-set by \$1,827.00 in unbudgeted rental revenue)
- b) Barrhead & Community Indigenous Event Committee - \$2,000.00 (off-set by \$1,827.00 in unbudgeted rental revenue)

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

It is well documented that STARS plays a vital role for all communities in respect to first-line responders.

8.0 ATTACHMENTS:

8.1 – STARS presentation as shown during the June 13, 2023 Council Meeting.

9.0 RECOMMENDATION:

Administration will wait for further direction from Council.

(original signed by the CAO)
Edward LeBlanc
CAO

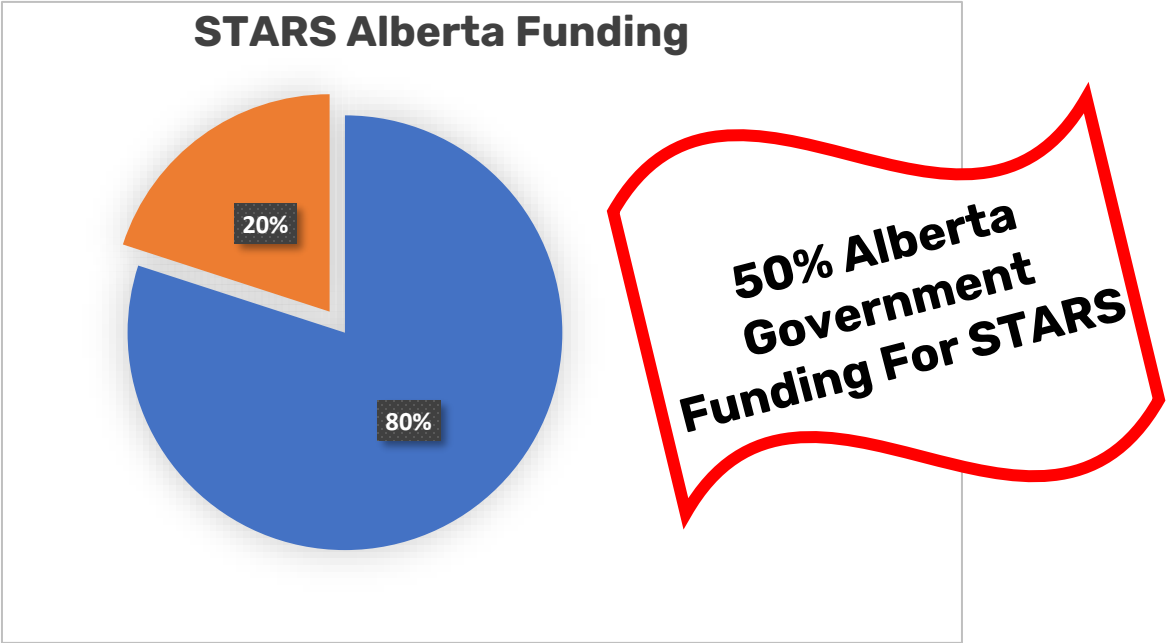


CRITICAL CARE, ANYWHERE.



FUELED BY GENEROSITY

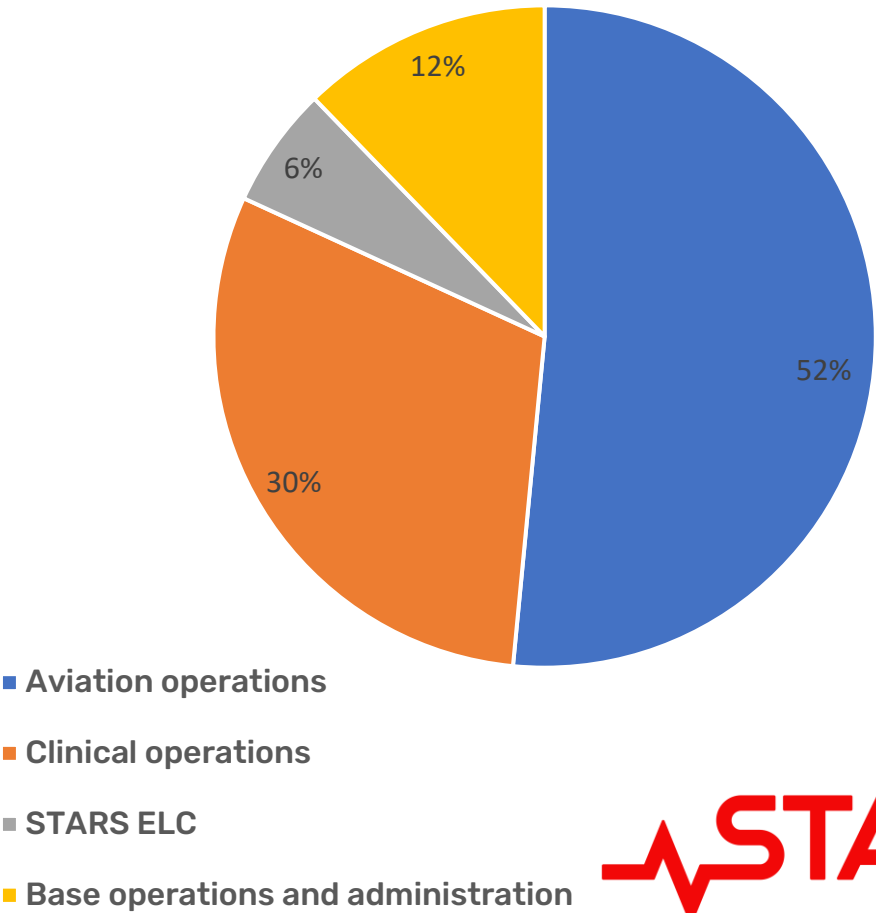
Achieving successes together



Funding in Thousands

AB Government Funding	\$	7,990
AB Operating expenditures	\$	39,950
AB Government funding as a Percentage of costs		20%
STARS Gross Fundraising	\$	17,310
AB Lottery (net)	\$	12,810
Calendar (net)	\$	417
Site Registration/Emergency contact centre	\$	2,702

STARS Alberta Expenditures
(3 Bases)



MUNICIPALITIES SUPPORT STARS

STARS – An essential service

Over 90% Alberta Regional Partnerships

New! 5 rural municipalities

New! 5 urban municipalities

- **Fixed rate up to \$210,000 per year**
- **Per capita up to \$90 per capita**

County of Barrhead – Municipal Supporter

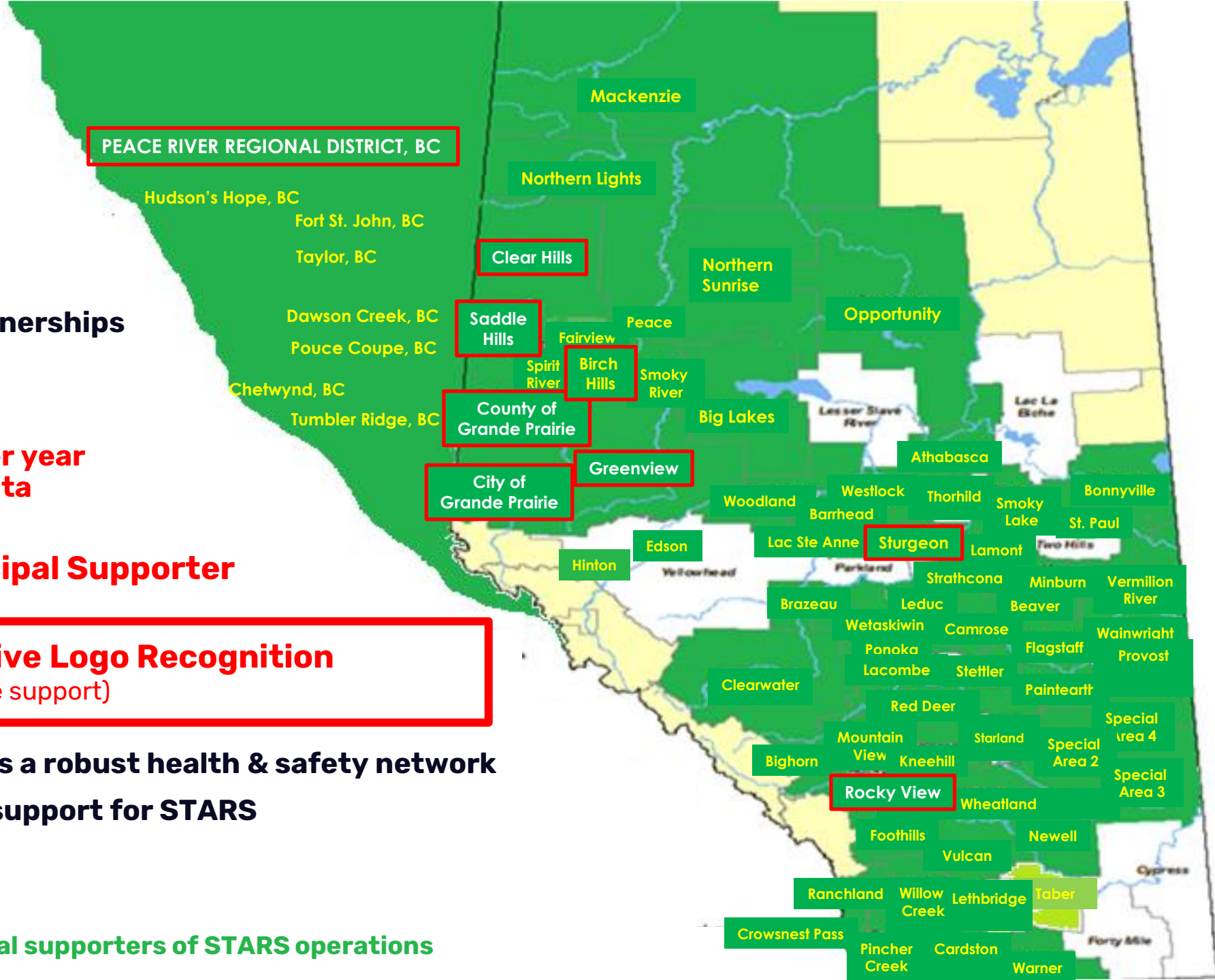
(9) Municipal Leaders Receive Logo Recognition

(Reaching over \$500K+ in cumulative support)

United municipal effort ensures a robust health & safety network

\$2M+ sustainable operational support for STARS

***GREEN represents annual municipal supporters of STARS operations**



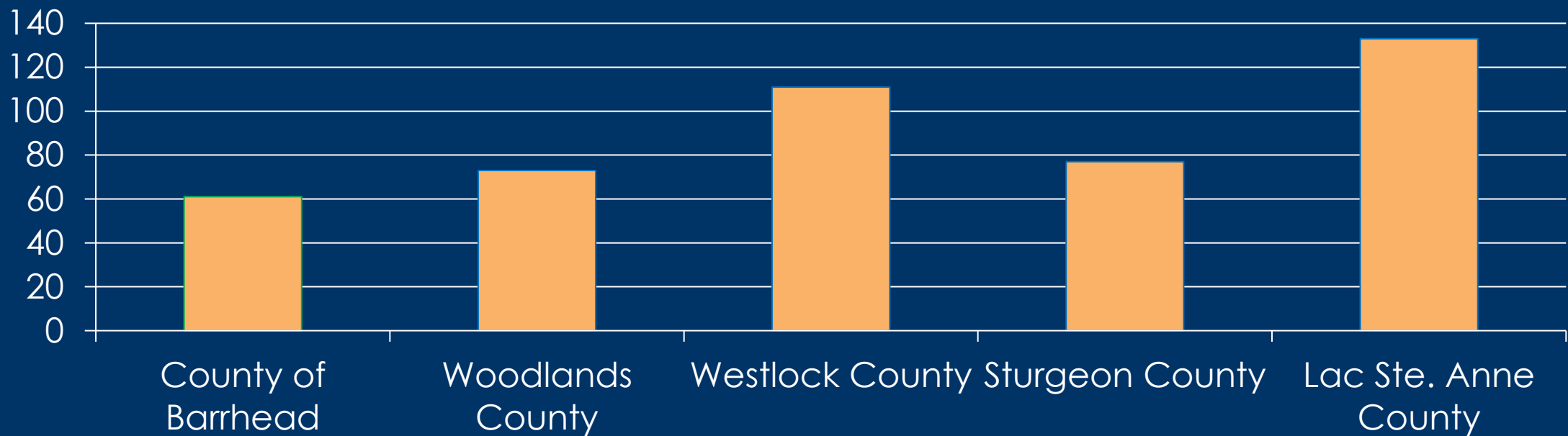
TOWN and COUNTY OF BARRHEAD @ April 30, 2023	2018	2019	2020	2021	2022	2023	TOTAL
Barrhead Hospital (critical inter-facility transfers)	7	5	6	9	15	4	46
Barrhead (scene calls)	5	1	1	1	1	1	10
Near Lac la Nonne			2				2
Near Neerlandia			1	1	1		3
TOTAL (Town of Barrhead averages 10 missions per year)	12	6	10	11	17	5	61



*** Summer is trauma season – Remember! Safety first!**

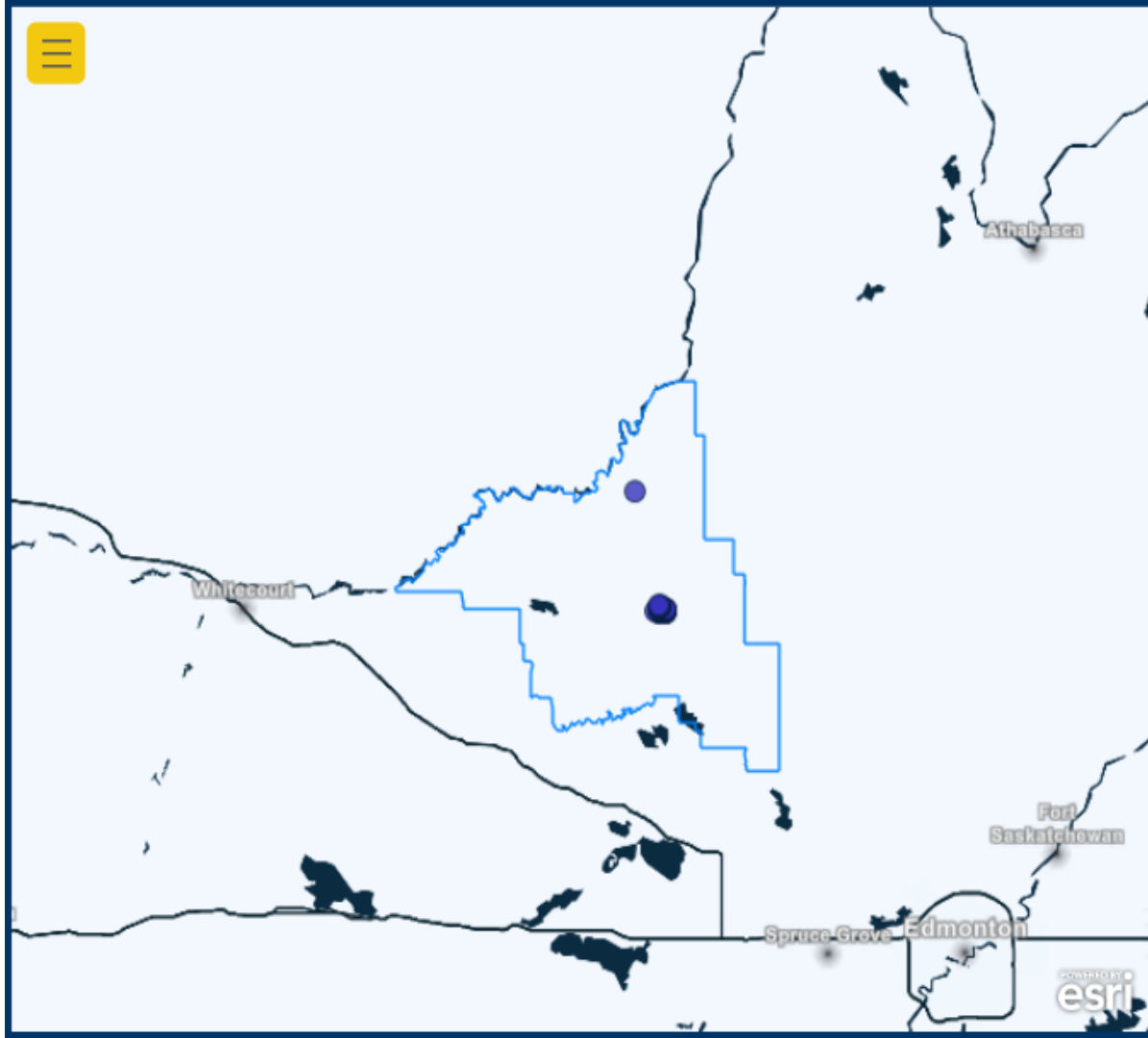
Neighbors Helping Neighbors = 455 Missions

2018 – 2023 April 30

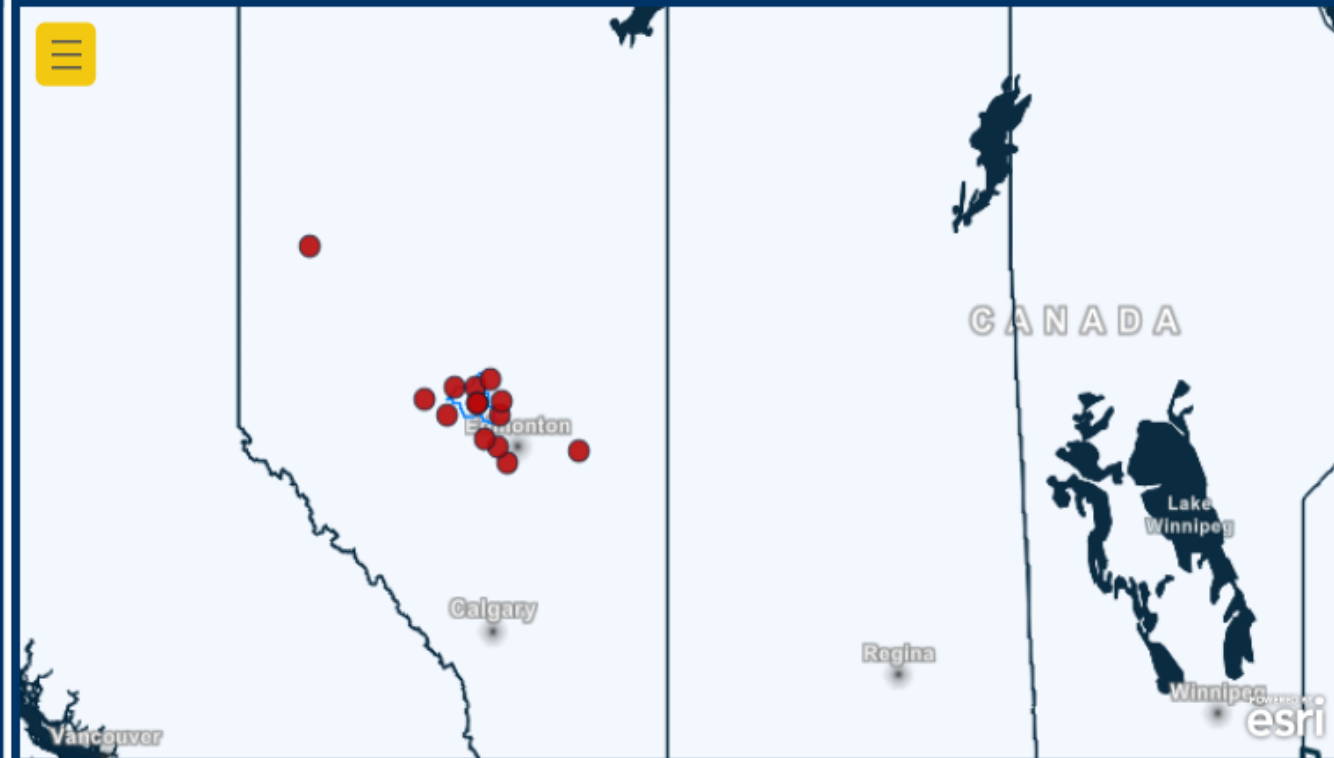


Within County of Barrhead Boundaries - Patients Flown by STARS (2010-Present)

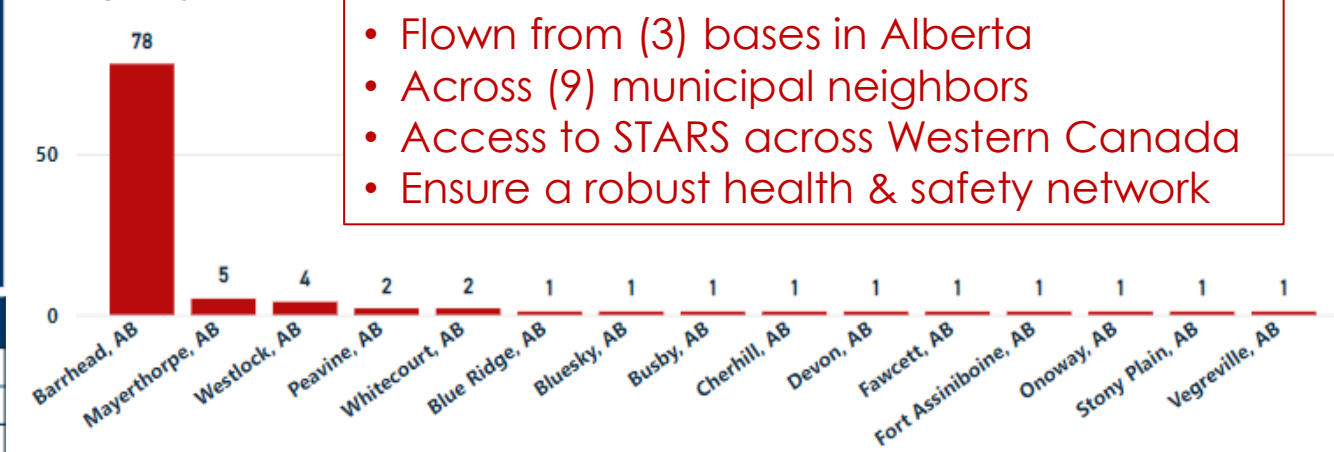
County of Barrhead Residents Flown by STARS



Locations where Barrhead Residents Travelled and Needed STARS



Count by Pickup Location



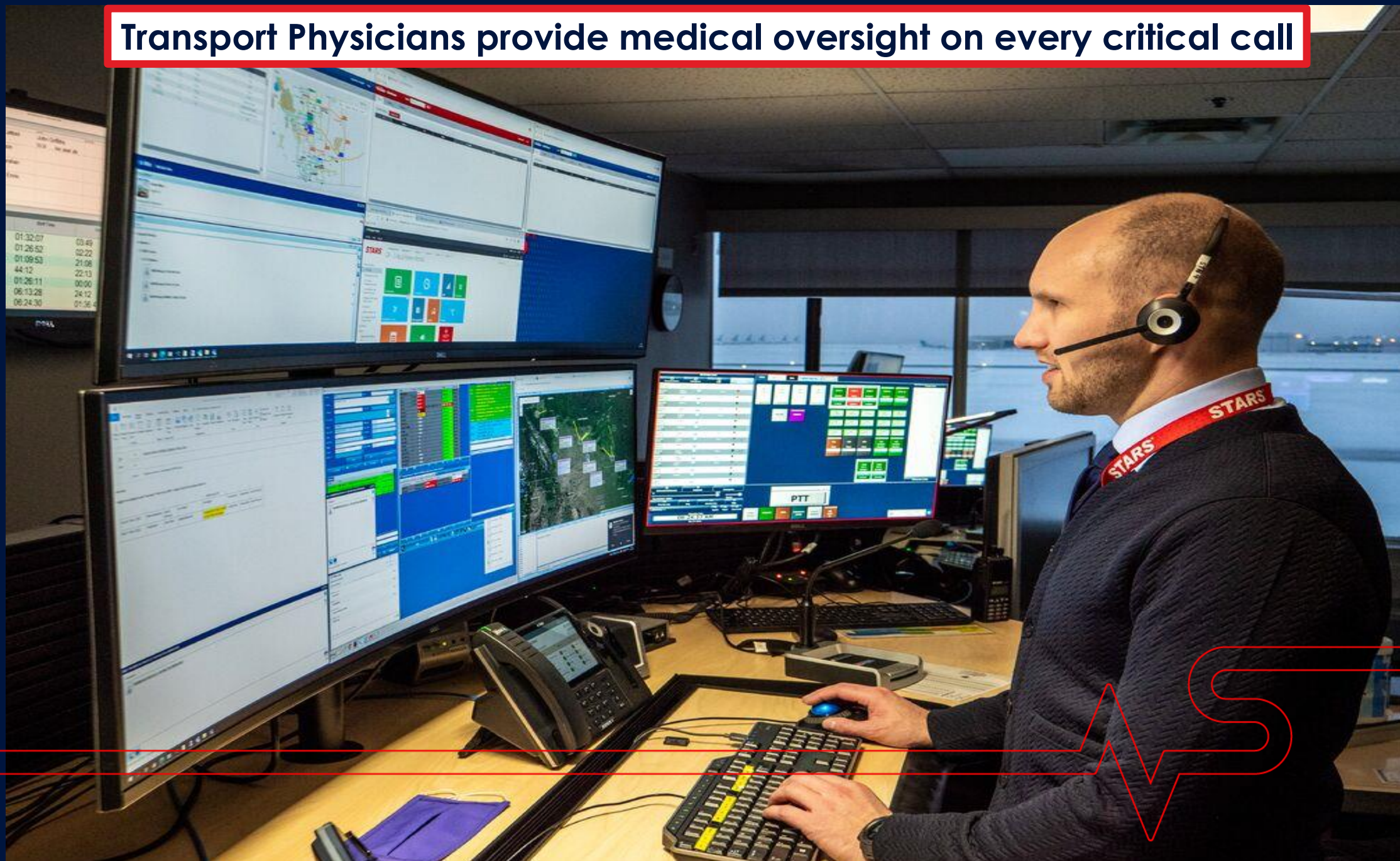
- Flown from (3) bases in Alberta
- Across (9) municipal neighbors
- Access to STARS across Western Canada
- Ensure a robust health & safety network

Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Barrhead	3	1	1	5	9	19	74
Neerlandia	0	0	0	0	0	0	2
Total	3	1	1	5	9	19	76

EMERGENCY LINK CENTRE (ELC)

Over 36,000 emergency requests/year

Transport Physicians provide medical oversight on every critical call





- * Advanced avionics
 - * Auto pilot / Auto hover
 - * Superior safety features
 - * Night Vision Goggles (NVG)
- STARS - 1st Civilian Org. in Canada (2002)

COMPLETE FLEET – (10) AIRBUS H145s



- * Outperforms BK117
- * Speed, range, fuel efficiency
- * Powerful twin engines
- * Unique Fenestron tail

GENERATIONAL INVESTMENT



Handheld i-stat Lab

Hemoglobin / Blood Gases
Electrolytes
Vital test results < 2 minutes

H145 INTENSIVE CARE UNIT (ICU)





Hamilton T-1 Ventilator

Fully featured (ICU)

Adult / Pediatric / Neonatal

Optimal ventilation therapy in transport



(2) Units Universal Blood

1st HEMS program in North America

Advanced care in trauma patients

The difference between life & death.



Video Laryngoscope

Advancement in intubation

Video screen view of trachea

Difficult airway management

Trauma / Burns / Crushed on impact

TIME – TOOLS – TALENT





EZIO Drill

Time-sensitive

Life-threatening cases

Immediate IV access required

Stabilization / Pain Management



Handheld Ultrasound

(test results for rapid diagnosis)

Collapsed lungs

Trauma-related internal bleeding

Heart abnormalities

Fetal Compromise

* Expedite treatment plans



Pain Management Drugs

Thrombolytics

(stroke patients / requires CAT scan)

Physicians Kit

Central Venous Catheterization
(central lines)

Temporary Pacemaker

TIME – TOOLS – TALENT





1st PLACE
2022 AMTC
SIMULATION
COMPETITION



2022 AMTC CHAMPIONS! Kevin Easton and Chris Fay





BORN OUT OF NECESSITY.

- * Critically-ill newborn
- * Radically changed the delivery of critical care in Alberta.
- * Today, more than 55,000 missions flown.
- * No cost to the patient.

A life is saved every day. Partnerships make it possible.

Welcome Town of Barrhead

Please join the County of Barrhead &
Your municipal neighbors in partnership.

OUR REQUEST

\$7500 fixed rate

2023, 2024, 2025

(In conjunction with council term)

Kelly Waldron, 1st patient, December 1, 1985



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 13, 2023

Re: Special Event Application – July 19th, 2023 hosted by Tim Hortons - Barrhead

1.0 **PURPOSE:**

To review and consider an application for a special event hosted by the local Tim Hortons restaurant.

2.0 **BACKGROUND AND DISCUSSION:**

On July 19th from 10:00 a.m. to 2:00 p.m. the local Tim Hortons restaurant is planning a fund raiser with 100% of the proceeds going to the Tim Hortons Foundation.

The following is an excerpt from Tim Horton's web site regarding their Foundation:

Founded in 1974, Tim Hortons Foundation Camps (Tims Camps) runs seven camps in Canada and the United States for teens from low-income families. Its programs help teens develop positive life skills and attitudes to prepare them for adulthood. Tims Camps reports that one in five children live in poverty in Canada. As a result, the charity states that many students have limited access to support systems and opportunities that help them succeed.

*Tims Camps offers two types of camp programs: Summer Programs and School Programs. **Summer Programs** offer camp sessions throughout the summer, while **School-Year Programs** invite low-income schools for three-day field trips to develop leadership skills. Both programs are free for students. In F2020, Tims Camps introduced its **Tims eCamp** program in response to the covid-19 pandemic. Through the Tims eCamp program, the charity offered virtual camps for teens throughout the pandemic. In F2021, the charity established **partnership programs**, which involve*

collaborating with organizations that have similar missions. The charity does not provide a breakdown of spending on its programs.

In F2021, Tims Camps provided 8,500 camp experiences through its programs. In F2021, 4,757 campers participated in virtual programming through Tims eCamp. Through its School Program, Tims Camps distributed 240 boxes filled with camp supplies to various schools and offered five virtual classes. The charity reports that it has reached more than 300,000 youth since its founding.

At Tim's Camps, we're so much more than just a camp.

We challenge young people. We help them see their best self. And we work with them as they carve a path towards the future they want. We do that in schools, in communities, and at 7 camps across North America. We meet underserved youth where they are offering a multi-year leadership development program tailored to the challenges they face and delivered at no cost to them or their families.

In Spring 2022, to understand our long-term impact, we conducted one of the largest camper alumni surveys in the history of the camping industry, reaching out to all summer program participants who attended Tim's Camps between 2003 to 2021.

Your support on July 19/23 will help connect more underserved youth across North America to Tim's Camps, empowering them to believe in their own potential and change their stories for the better. Together this year, we'll do it again!

In speaking with the Applicant, the fundraiser will be based on donations only and the following are the details to the planned event:

- Small farm animals "petting area" on the sidewalk along 51st avenue (across from the TD Bank)
- The small animals will be "kid friendly" and consist of ducks, baby goats and other small farm animals
- The farm animals will be coordinated by a local farm that boards some of these animals
- The restaurant will reach out to the Co-op for fencing material
- A plastic liner with straw will be placed on the sidewalk
- The Applicant will keep a small narrow portion of the sidewalk open for pedestrians
- Sun shade will be provided for the animals
- Referencing the photos below, the length of the petting area will be from the bench to the flower post.



The application was circulated to all municipal departments and there were no concerns identified.

3.0 ALTERNATIVES:

- 3.1 That Council approves the Special Event Application from the local Tim Horton's restaurant for their Tim Hortons Foundation event to be held on July 19, 2023 from 10:00 a.m. to 2:00 p.m., as presented.
- 3.2 That Council tables the Special Event Application from the local Tim Horton's restaurant for their Tim Hortons Foundation event to be held on July 19, 2023 from 10:00 a.m. to 2:00 p.m. and to instruct Administration to provide further information at a Special Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited – the event is for a short period of time and is for a good cause that is nationally recognized.

8.0 ATTACHMENTS:

8.1 Special Event Application – as submitted by the local Tim Hortons Restaurant.

9.0 RECOMMENDATION:

That Council approves the Special Event Application from the local Tim Hortons restaurant for their Tim Hortons Foundation event to be held on July 19, 2023 from 10:00 a.m. to 2:00 p.m., as presented.

(original signed by the CAO)

Edward LeBlanc
CAO

SPECIAL EVENT APPLICATION

Date: June 28 2023

APPLICANT INFORMATION:

Applicant: Tim Hortons Phone No.: 780 674 2478

Cell No. 587 930 1805 email: barrhead@hbly.ca

Address: _____ Postal Code: _____

EVENT INFORMATION:

Event Location Tim Hortons side walk

Type of Event – please provide information:

Petting zoo on side walk beside timhortons.
For Fundraiser for camp day 100% of proceeds.
Go to tim hortons childrens foundation
To send kids to camp.

Number of attendees anticipated at the event: _____

Event Date: July 19th Time: from 10am to 2:00 pm

Road Closure required? Yes _____ No ☒ Closure Times: from _____ to _____

(If yes, please provide a map of the location of the requested road to be closed)

It is recommended that the request be provided to the Town a minimum of 60 days prior to the event in order to allow for review by Town staff and/or Town Council.

The personal information on this form is collected under Section 33 of the FIOP Act and amendments thereto.

SPECIAL EVENT CHECK LIST

	YES	NO	
Will you be erecting any structures/tents? Will you be using/installing electricity or gas/propane services?		/	If yes a fire safety codes inspection maybe required please contact the Barrhead Fire Department to arrange.
Selling or giving away food?		/	If yes a food handling permit from Alberta Health Services may be required. Contact AHS for information and confirmation.
What type of first aid will be available to participants, has emergency access for police, fire, ambulance been planned for and confirmed.	/		Please provide information (i.e. tent, kit onsite EMT, emergency access /exit locations)
Will you have inflatable's (i.e. bouncy castles) on site?		/	If yes ensure you include on your insurance as well as a plan in place to secure the inflatable in case of strong winds.
Will barricades and garbage cans, and/or table and chairs be required to be provided by the Town?		/	If yes please contact the recreation department for availability.
Will Alcohol be available at the event? (Note: smoking/vaping of cannabis shall not be permitted in or on any public land or facility.)		/	If yes ensure a liquor license from AGLC has been obtained and the required number of personal are on site to monitor the area where alcohol is served.
Will security be available to ensure the safety of participants and compliance with any Provincial Legislation or Town bylaws?	/		Please provide information.
Will Volunteers be available for setup and cleanup?	/		

Be advised there may be a cost associated for the use of Town equipment, resources and/or facilities needed to accommodate the event.

Please return this form together with your application and any supporting information to the Town of Barrhead for processing.

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: July 11, 2023

Re: Potential cancellation of the September 26, 2023 Council Meeting

1.0 **PURPOSE:**

To consider and discuss the possible cancellation or re-scheduling of the September 26, 2023 Town Council Meeting.

2.0 **BACKGROUND AND DISCUSSION:**

The *Alberta Municipalities'* Convention & Trade show is scheduled for September 27 – 29, 2023 with pre-convention sessions to be held on September 26th.

Based on the most recent information received, as four elected officials have already registered for the pre-convention sessions, a quorum for the September 26th Council Meeting could not be established.

3.0 **ALTERNATIVES:**

3.1 That Council cancels the September 26, 2023 Town Council Meeting as in conflicts with the *Alberta Municipalities'* September 26 – 29th, 2023 Convention & Trade Show.

3.2 That Council re-schedules the September 26, 2023 Town Council Meeting to an alternate date as September 26th conflicts with the *Alberta Municipalities'* September 26 – 29th, 2023 Convention & Trade Show.

4.0 **FINANCIAL IMPLICATIONS:**

None

5.0 **INTERDEPARTMENTAL IMPLICATIONS:**

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited – should Council cancel the September 26th Town Council Meeting, it would result in a minor delay in undertaking any Council business items.

However, if there were any items that required Council's immediate attention before or after the Convention, Council could hold a special meeting prior to the October 10th regular Council Meeting.

8.0 ATTACHMENTS:

None.

9.0 RECOMMENDATION:

Administration will wait for further direction from Council.

(original signed by the CAO)
Edward LeBlanc
CAO

**COUNCIL REPORTS
AS OF JULY 11, 2023**

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

C.A.O Report

To: Town Council

Date: July 11, 2023

Re: June, 2023 C.A.O. Report

Communication Services:

The following is the data regarding our social platforms comparing the 1st quarter of the year with the 2nd quarter:

➤ Town web-site:

13,000 users (comparison figure is not available through Google)

Top three pages:

▪ Home Page	9,400 visitors
▪ Local news	3,100 visitors
▪ Mayor and Council	2,900 visitors

Top three locations of viewers:

▪ Edmonton	22%
▪ Calgary	13%
▪ Barrhead	12%

➤ “Better in Barrhead” web site

6,900 users (comparison figure is not available through Google)

Top three pages:

▪ Events calendar	7,200 visitors
▪ Barrhead Street Festival	2,000 visitors
▪ Home page	1,700 visitors

Top three locations of viewers:

▪ Edmonton	16%
▪ Calgary	10%
▪ Barrhead	7%

➤ Facebook

236,926 reaches – an increase of 1,100.00%

16,187 visitors – an increase of 270.8%

616 content interactions

Top three locations of viewers:

- Barrhead 46.8%
- Edmonton 11.5%
- Westlock 6.1%

➤ Instagram

947 reaches – an increase of 37.4%

182 visitors – a decrease of 2.7%

46 new followers – a decrease of 11.5%

Top three locations of viewers:

- Barrhead 42.1%
- Edmonton 15.9%
- Calgary 6.4%

Economic Development Services:

In respect to the Community's Alberta Advantage Immigration Program, the following is the statistics for the period ending June 30, 2023:

<u>Employers:</u>	June 30, 2023	Program To date (November 7, 2022 – June 29, 2023)
Employers that have expressed interest	3	23
Employers enrolled	2	17 (6 active employers with open vacancies)
<u>Candidates:</u>		
Candidates that have expressed interest	41	88
Candidates endorsed:	10	41
Current foreign workers	1	11
International applicants	9	30
<u>Positions:</u>		
Positions supported by AAIP	8	68 (24 positions currently vacant)
Positions filled through AAIP	10	41
Started working & living in the community	0	9
Pending arrival to Canada	10	32

Enforcement Services:

- New files generated from June 1st, 2023 – June 30th, 2023
 - Total: 41 files
 - Animal Control matters/Miscellaneous: 5 files
 - Traffic Enforcement: 6 files (speeding, distracted driving, etc)
 - Bylaw Issues: 30 files
- Unresolved files carried over from previous reporting period:
 - Traffic Enforcement: 6 files

On January 11, 2023 the Department issued a Remedy Contraventions Order for a residential property on 45 street. As the property owner did not comply with the Order, it was presented to the Court of King's Bench for enforcement purposes. The property owner had until June 12, 2023 to comply with the Order. Upon a site inspection, it was discovered the property owner has complied with the Order by cleaning the property along with installing siding on the residential unit. No further enforcement action to be taken, at this time on this particular property.

Fire Protection Services:

- Incidents from June 1, 2023 – June 30, 2023
 - Fire: 3 (33.75 hours or 11.5 % of the total man hours for the month of June)
 - Rubbish or grass fires: 6 (127.2 hours or 43.4 % of the total man hours for the month of June)
 - Vehicle accidents: 3 (75.5 hours or 25.8 % of the total man hours for the month of June)
 - Incident – unclassified (heavy equipment on the highway): 1 (2.75 hours or .9 % of the total man hours for the month of June)
 - Ambulance assists: 15 (47.3 hours or 16.2 % of the total hours for the month of June)
 - Natural gas leak: 1 (5.25 hours or 1.8 % of the total hours for the month of June)
 - False Alarms: 6 (1.25 hours or .4 % of the total man hours for the month of June)

For the month of June there were a total of 35 calls which represented a total of 293.0 firefighter hours.

- Total Membership: 45 with 44 responding members.

The following chart outlines the total ambulance assist calls responded by the Regional Fire Department, for the month of June, 2023:

Response Levels	June	Town or County		Year To Date	Town or County
Level A – Not serious (ie: lift assist)	1	1 – Town 0 - County		6	6 - Town 0 - County
Level B – More serious (ie: medical alert alarm)	1	0 - Town 1 - County		3	2 – Town 1 - County
Level C – Serious (ie: stroke or abnormal breathing)	0	0 - Town 0 - County		5	5 – Town 0 – County
Level D – Possible life threatening (ie: chest pains, unconscious, overdose)	10	10 - Town 0 - County		62	50 – Town 12 – County
Level E – Life Threatening (ie: cardiac arrest, ineffective breathing)	3	1 – Town 2 - County		11	9 – Town 2 – County
Total calls	15	12 – Town 3 - County		87	72 – Town 15– County
Total hours spent on calls	47.3 hours or 16.2% of total hours			261.25 hours or 15.5% of total hours	
Fire Dept. arriving before EMS	7			42	
Fire Dept. arriving before EMS (%)	46.6%			48.2%	

Note 1: All ambulance assist calls are initiated by the Ambulance's Dispatch Centre.

Note 2: The President of *Alberta Municipalities* is prepared to meet with Town Council virtually to discuss the on-going challenge of ambulance service for rural Alberta. Administration is awaiting on potential meeting dates but in the interim Administration is suggesting that members of Council should prepare questions. These questions would be forward to the President beforehand in order to have as much of a productive meeting as possible.

- Training:
 - NFPA 1001 Level 1 Firefighter continues
 - Pumping operations
 - River rescue

Recreation Services:

- Operational:
 - Flowers from Northern Flora were in place on June 1st
 - Town staff laid sod at the All Wheels Park on June 12th
 - Father's Day BBQ event was held on June 16th with free hotdogs, treats, games, and crafts.
 - Street festival was held on June 17th with the Department providing support with tables, chairs and garbage cans.
 - Host Summer Programs registration opened on June 19th and programs will begin on July 3rd.
 - The Department provided some assistance to the Indigenous Day event held in the Agrena on June 21st.
 - Canada Day was held in the Barrhead Agrena and included food vendors, inflatables, games, crafts, a live performance family dance party, with our annual summer programs fundraising BBQ sponsored by Freson Bros, and fireworks held at the sportsgrounds.
 - Summer programs began July 3rd and will run until August 24th ending with the Summer Wrap Up Party on August 25th at the Splash Park in partnership with Pembina West Coop. Tentatively all our programs will run as they have all met or exceeded their minimum number of registrants. Every Friday in July and August will be a Friday Fun Day at the Splash Park with free crafts and games.
 - Cemetery fence along with Block and Row nearly complete.
 - Public swim lessons are in progress.
 - The Aquatics Centre is open at full operational hours.
 - National Lifeguard course is full with candidates, so we are looking at potential new staff members.
 - Aqua Yoga class will continue throughout the summer, with a time change to accommodate public swim lessons.
- Upcoming Special Events:
 - Truck Show and Shine in the Agrena parking lot scheduled for July 22nd.
 - Demo derby hosted by the Barrhead Agricultural Society scheduled for July 22

- The Arts & Culture Committee is planning their next event; “Throwback to the Future”, a vintage, oddities, and collectables show and sale on September 22 & 23 at the Curling Rink.

Transportation Services:

- The Department completed pot hole repairs on West Boundary Road.
- Grass cutting landfill and lagoon areas.
- Staff working on safety audit interviews.
- Crack sealing streets is on-going.
- Border paving contractor commences on 53rd avenue service road.
- Work on upgrading the bulk water fill station is underway.
- Staff hauled out compost material.
- Road sign maintenance adding and replacing is on-going.
- Continue with brushing and weed wiping.

Edward LeBlanc - CAO

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

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JUNE 27, 2023

Resolution Number	Resolution	Comments	Status
	<u>June 27, 2023 Council Meeting</u>		
197-23	Moved by Cr. Klumph that Council deny the request from the Barrhead & Community Indigenous Committee to waive the rental fee for the Agrena for their June 21st, 2023 event and authorize an operating grant to the Barrhead & Community Indigenous Committee in the same amount to off-set the rental fee for the facility.	The Committee was advised accordingly.	Completed
187-23	Moved by Cr. Sawatzky that Council authorizes the County of Barrhead and the Town of Barrhead's Administrations to negotiate and refine the scope of the project with Next Architecture Inc. to a maximum of \$146,570.00 (GST excluded).		In Progress
186-23	Moved by Cr. Smith that Council award the tender from Next Architecture Inc. in the amount of \$106,960.00 (GST excluded) to undertake a joint Feasibility Study for the repurposing of the Alberta Distance Learning Centre as a joint project between the County of Barrhead and the Town of Barrhead under the Alberta Community Partnership Program, as presented.		In Progress
	<u>June 13, 2023 Council Meeting</u>		
171-23	Moved by Cr. Klumph that Council approves the request from the Fort Assiniboine Bi Centennial Committee for the use of the Town's tables and chairs in accordance with the rental rates as outlining in the current Recreation Policy but waives the required delivery and pick-up fees. In addition, Council approves a grant of \$2,000.00 to the Fort Assiniboine Bi Centennial Committee.	The Committee was advised accordingly.	Completed
170-23	Moved by Cr. Oswald that Council approves the Special Event Application from Amanda Lambert for the Barrhead's Truck Show Off event on July 22, 2023 to be held at the Agrena Parking Lot, as presented.	The Applicant was advised accordingly.	Completed
169-23	Moved by Cr. Kluin that Council approves the Special Event Application from the Barrhead and Community Indigenous Event Committee C/O of Barrhead & District FCSS Society for their June 21, 2023 event to be held at Cecil Martin Park, as presented.	With the unfavourable weather, the event was held in the Agrena. Note: Please refer to Resolution Number 197-23.	Completed
	<u>May 9, 2023 Council Meeting</u>		
147-23	Moved by Cr. Oswald that Council instruct Administration to bring the concession agreement to a future Council Meeting.	Once the draft of the new agreement is prepared, the matter will be presented to Town Council.	In Progress

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JUNE 27, 2023

145-23	Moved by Cr. Smith that Council authorizes Administration to renew the letter of agreement dated June 26, 2017 with the Graduation Celebration Committee for an additional five years and to have the same parameters and financial obligations as seen on the previous agreement, effective for the 2023 graduation.	The Graduation Committee was informed of Council's decision to only charge the Committee a one-day rental fee. A draft agreement has been prepared, however Administration is waiting for some feedback from the Committee in order to finalize it.	In Progress
144-23	Moved by Cr. Sawatzky that Council instructs Administration to prepare a report exploring the merits of obtaining an accreditation under the Alberta Safety Codes and presenting it to the Municipal Planning Commission for their consideration and recommendation to Town Council.		In Progress
	<u>April 25, 2023 Council Meeting</u>		
130-23	Moved by Cr. Assaf that Council instructs Administration to place the musical playground equipment funded by the Alberta Blue Cross grant of \$50,000.00 in the Splash Park.	The equipment has been delivered and the vendor is proposing to install the equipment by mid-July.	In progress
	<u>September 27, 2022 Council Meeting</u>		
337-22	Moved by Cr. Assaf that Council instructs Administration to prepare a draft resolution for the 2023 Alberta Municipalities' Convention relating to the current Provincial ambulance service levels and its demand onto local Fire Departments.	As previously reported to Council the President from A.M. is willing to meet with Council virtually to discuss the on-going challenges. Administration is waiting for potential meeting dates from A.M.	In Progress
	<u>December 14, 2021 Council Meeting</u>		
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.	During the Commission's November 25th Meeting, the Board approved the contribution of \$109,775.00 towards the Town's 2021 and 2022 Capital Projects. The Operating expenses were reviewed during the April 27th Commission Meeting. The Board decided to review the costs during the 2024 budget deliberations.	In Progress