



**AGENDA**  
**REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL**  
**TUESDAY, JUNE 25, 2019 AT 5:30 P.M.**  
**IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – June 11, 2019
4. Public Hearings
  - (a) Public Hearing at 5:30 – Bylaw 05-2019, the Municipal Development Plan
5. Delegations
  - (a) There are no Delegations
6. Old Business
  - (a) Main Street Traffic Lights
7. New Business
  - (a) Health and Safety Policy
  - (b) 2019 Alberta Coordinated Action for Recycling Enterprises Conference
  - (c) Barrhead Library Board Bylaw
  - (d) Sanitary Sewer CCTV Project

8. Reports - The Council Reports

(a) Council Reports as of June 25, 2019

- Barrhead Cares Coalition
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board/Yellowhead Regional Library Board

9. Minutes

(a) Barrhead & District Family & Community Support Services Society – April 18, 2019

(b) Yellowhead Regional Library – March 4, 2019

10. Bylaws

(a) Bylaw 05-2019, the Municipal Development Plan Bylaw

11. Correspondence

(a) Correspondence Items

12. For the Good of Council

13. Tabled Items

14. In-Camera

(a) There is no In-Camera Items

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, JUNE 11, 2019,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

Others: Barry Kerton, Barrhead Leader, Shallon Touet, Recreation Director & Kat Hueggenberg, Communications

**ABSENT** Cr. D. Smith

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

**AGENDA** The agenda was reviewed.

178-19 Moved by Cr. Assaf that the agenda be accepted with the following additions:

- Reports – Barrhead Recruitment Committee, BSN Meeting, Barrhead Fire Services

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES** The Minutes of the Town Council Regular Meeting of May 28, 2019, were reviewed.

179-19 Moved by Cr. Penny that the Minutes of the Town Council Regular Meeting of May 28, 2019 be accepted as presented.

CARRIED UNANIMOUSLY

**WESTERN PROVINCIALS HOCKEY**

**ASSOCITATION** Ed LeBlanc reviewed with Council, a possible Junior Hockey franchise in Barrhead for this upcoming hockey season. Council reviewed and discussed and suggested discussion with Barrhead Minor Hockey over the ice usage.

180-19 Moved by Cr. Assaf to grant the request from Western Provinces Hockey Association to provide them with exclusive use of one dressing room at the Agrena for the 2019 – 2020 hockey season.

181-19 Moved by Cr. Klumph to authorize a charge of \$80.00 per hour to Western Provinces Hockey Association for arena ice time between the available hours of 9:00 a.m. to 3:00 p.m. from Monday to Friday.

182-19 Moved by Cr. Oswald to instruct Administration to negotiate an advertisement revenue schedule with the Western Provinces Hockey Association for the 2019-2020 hockey season, and report back to Council.

CARRIED UNANIMOUSLY

**ROTARY PARK CAMPGROUND FEES**

Ed LeBlanc reviewed and discussed with Council the existing Rotary Park Camping Fees.

183-19 Moved by Cr. Kluin that Council revise Policy 72-002 Section E.1.1. – Rotary Park Camping fees as follows:

|                   |          |               |          |
|-------------------|----------|---------------|----------|
| Non-powered sites | \$20.00  | Powered sites | \$25.00  |
| Weekly Rate       | \$120.00 | Weekly Rate   | \$150.00 |

CARRIED UNANIMOUSLY

**2019 ARPA CONFERENCE  
& ENERGIZE  
WORKSHOP**

Council reviewed the request to authorize some members of Council to attend the 2019 Alberta Recreation and Parks Association conference.

Cr. Oswald and Mayor McKenzie both indicated they would attend.

184-19 Moved by Cr. Klumph that Council authorize any members of Council to attend the Alberta Recreation and Parks Association Annual Conference being held on October 24 – 26, 2019, if they wish.

CARRIED UNANIMOUSLY

**TOWN'S BRANDING  
INITIATIVE**

Council reviewed the proposal received in response to the Request for Proposal – 2019 Branding Initiative.

Ed LeBlanc reviewed with Council and Kat Hueggenberg was present to answer questions.

185-19 Moved by Mayor McKenzie that Council approve the proposal as submitted from ION Brand Design at a cost of \$70,000.00 (GST excluded) as it relates to the Request for Proposal – 2019 Branding Initiative.

CARRIED UNANIMOUSLY

**EXITED**

Shallon Touet exited the Chambers at 5:59 p.m.

**MONTHLY BANK  
STATEMENT**

The Monthly Bank Statement for the month ended April 2019 was reviewed.

186-19 Moved by Cr. Oswald that the Monthly Bank Statement for the month ended April 2019, be accepted.

CARRIED UNANIMOUSLY

**REPORTS TO  
COUNCIL**

The following Reports to Council as of June 11, 2019, were reviewed:

- Agricultural Society
- Barrhead & District Twinning Committee
- Barrhead Recruitment Committee
- BSN Meeting
- Barrhead Fire Services

187-19 Moved by Cr. Oswald that the following Reports to Council as of June 11, 2019, be accepted as information:

- Agricultural Society
- Barrhead & District Twinning Committee
- Barrhead Recruitment Committee
- BSN Meeting
- Barrhead Fire Services

CARRIED UNANIMOUSLY

188-19 Moved by Cr. Kluin that the CAO Report be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO  
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Social Housing Association – April 24, 2019
- Barrhead & District Twinning Committee – June 3, 2019
- Barrhead Regional Fire Service Committee – May 30, 2019



189-19 Moved by Cr. Penny that the following Minutes to Council be accepted as information.

- Barrhead & District Social Housing Association – April 24, 2019
- Barrhead & District Twinning Committee – June 3, 2019
- Barrhead Regional Fire Service Committee – May 30, 2019

CARRIED UNANIMOUSLY

**BYLAW 06-2019,  
ASSESSMENT REVIEW  
BOARD BYLAW**

Bylaw 06-2019, the Assessment Review Board Bylaw, was reviewed.

190-19 Moved by Cr. Penny that Council give Bylaw 06-2019, the Assessment Review Board Bylaw, first reading.

CARRIED UNANIMOUSLY

191-19 Moved by Cr. Klumph that Council give Bylaw 06-2019, the Assessment Review Board Bylaw, second reading.

CARRIED UNANIMOUSLY

192-19 Moved by Cr. Assaf that Bylaw 06-2019, the Assessment Review Board Bylaw be presented for third reading.

CARRIED UNANIMOUSLY

193-19 Moved by Cr. Kluin that Council give Bylaw 06-2019, the Assessment Review Board Bylaw, third reading.

CARRIED UNANIMOUSLY

**BYLAW 07-2019,  
EMERGENCY MANAGEMENT  
BYLAW**

Bylaw 07-2019, the Emergency Management Bylaw, was reviewed.

194-19 Moved by Cr. Assaf that Council give Bylaw 07-2019, the Emergency Management Bylaw, first reading.

CARRIED UNANIMOUSLY

195-19 Moved by Cr. Klumph that Council give Bylaw 07-2019, the Emergency Management Bylaw second reading.

CARRIED UNANIMOUSLY

196-19 Moved by Cr. Oswald that Bylaw 07-2019, the Emergency Management Bylaw be presented for third reading.

CARRIED UNANIMOUSLY

197-19 Moved by Cr. Penny that Council give Bylaw 07-2019, the Emergency Management Bylaw third reading.

CARRIED UNANIMOUSLY

**CORRESPONDENCE  
ITEMS**

Ed LeBlanc reviewed the correspondence items with Council.

198-19 Moved by Cr. Klumph that Council accept the letter from the Lifesaving Society, congratulating the Town Aquatic Staff on their Anne Resek Swim for Life Award as information.

CARRIED UNANIMOUSLY

199-19 Moved by Cr. Kluin that the letter from the Barrhead Pickleball dated May 30, 2019 to develop an 8-Court Pickleball Facility on the current Skateboard Park, be received as information and instruct Administration to include this request for the 2020 Capital Budget deliberations.

CARRIED UNANIMOUSLY

200-19 Moved by Cr. Assaf that the letter from Brian and Lois Schulz dated June 4, 2019 regarding an update on the erosion and remediate of the creek bank adjacent to their property, be received as information and instruct Administration to provide Brian and Lois Schulz with an update to their request.

CARRIED UNANIMOUSLY

201-19 Moved by Cr. Penny the Council proclaim July 21 – 27, 2019 as National Drowning Prevention Week.

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Mayor McKenzie thanked the Recreation Staff on the work to prepare the Off-Leash Dog Park.

Cr. Penny commended organizing the Street Festival and thanked Public Works for the work on the bridge over the ravine at Beaverbrook Estates.

Cr. Oswald advised the Seniors Drop-In Centre Society thanked the Town for the work done to correct the drainage problem around the Drop-In Centre.

Cr. Klumph thanked the organizers for the 90<sup>th</sup> Celebrations of the Hillcrest. Cr. Oswald thanked those who attended and Town Staff for the scrolls presented at the Birthday Celebration.

Cr. Assaf commended Kat Hueggenberg on a job well done on the new look of the Recreation Summer Program book.

Cr. Klumph advised on June 22, 2019, there will be a Show and Shine at the Barrhead Agrena.

**ADJOURN**

202-19 Moved by Cr. Klumph that the Council Meeting be adjourned at 6:44 p.m.

CARRIED UNANIMOUSLY

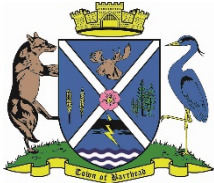
**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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CAO, Edward LeBlanc



# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Draft Bylaw 05-2019, the Municipal Development Plan – Public Hearing at 5:30 p.m.

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## **1.0 PURPOSE:**

To have Council give second and third readings to Bylaw 05-2019, the Municipal Development Plan repealing the current Municipal Development Plan Bylaw 04-2010.

## **2.0 BACKGROUND AND DISCUSSION:**

The Municipal Development Plan (MDP) has been revised to keep with current Legislation. The Development Officer held an open house in April of this year inviting the Public to attend, review and provide comments on the MDP, other than members of Council and family not one member of the public attended the open house.

Bylaw05-2019 has been advertised in both the local paper and on the Town Website, the Town has not received any comments or feedback.

## **3.0 ALTERNATIVES:**

3.1 Council pass second and third readings to Bylaw 04-2019 being the Town's new Municipal Development Plan.

## **4.0 FINANCIAL IMPLICATIONS:**

Not Applicable

## **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

With the revised Municipal Development Plan, it would ensure that the Town's new planning document is in-line with current provincial legislation requirements.

**8.0 ATTACHMENTS:**

Bylaw 05-2019, the Municipal Development Plan

**9.0 RECOMMENDATION:**

Council pass second and third readings to Bylaw 05-2019 being the Town's new Municipal Development Plan.

Edward LeBlanc  
CAO

**BY-LAW 05-2019**

**TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN**

WHEREAS the Municipal Government Act, Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto authorizes the Council of a municipality to enact a Municipal Development Plan.

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

1. That the Town of Barrhead Municipal Development Plan Bylaw 04– 2010 and amendments thereto are hereby repealed.
2. That this Bylaw may be cited as “The Town of Barrhead Municipal Development Plan Bylaw;”
3. That the text and accompanying maps become the “Town of Barrhead Municipal Development Plan.”
4. This Bylaw shall come into force and have effect from and after the date of third reading thereof.

Read a first time this \_\_\_\_ day of \_\_\_\_\_, 20.

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Edward LeBlanc

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 20.

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Edward LeBlanc

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 20

and passed.

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Edward LeBlanc

## *TOWN OF BARRHEAD*



## *MUNICIPAL DEVELOPMENT PLAN 2019*

*BYLAW - 05-2019*

# *TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN*

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## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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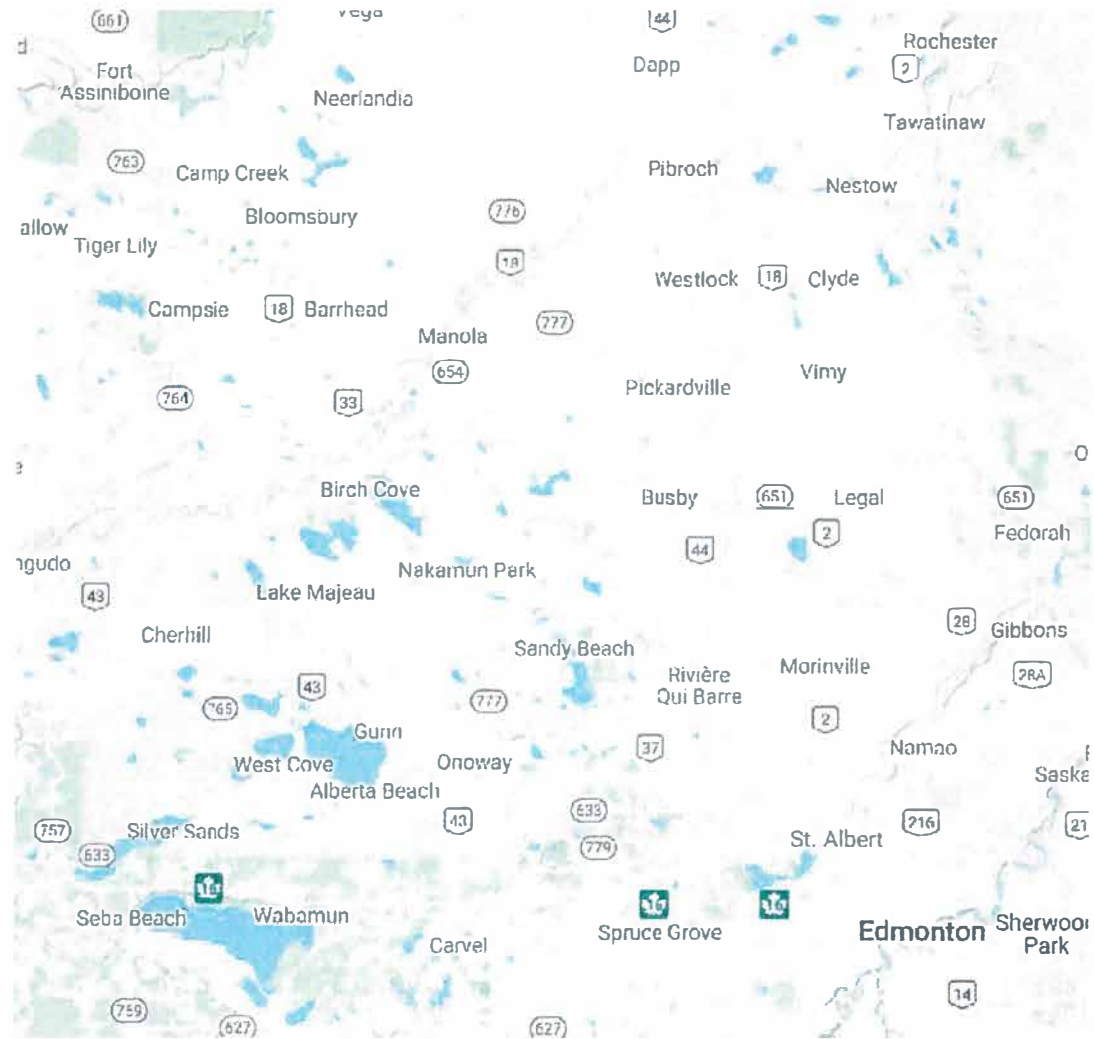
## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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# ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

## ***LOCATION MAP***



## *TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN*

## **1.0 INTRODUCTION**

### **1.1) PREAMBLE**

The Town of Barrhead Municipal Development Plan (MDP) is a visioning document that outlines the goals and objectives of the Town for social, environmental and infrastructure with a focus on land use and development. This plan establishes an overall framework for community development through land use policy goals and objectives.

The policies, goals and objectives of this MDP are built upon a foundation that includes consultation with the Town, industry, residents and other stakeholders.

### **1.2) ENABLING LEGISLATION**

The province of Alberta Municipal Government Act, R.S.A. 2000,( the "MGA") requires that all municipalities prepare a Municipal Development Plan ("MDP"). The purpose of the Plan will be to guide the future growth and development of land in the Town of Barrhead in a manner that will be efficient, economical, and beneficial to the residents of the Town of Barrhead. Section 632 of the *MGA requires that a MDP:*

- address future land use and development,
- the establishment of transportation networks, municipal services and facilities,
- Land use adjacent to sour gas facilities,
- reserve lands for schools, parks and open space, and
- policy for the protection of agricultural operations.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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An *MDP* may address:

- programming of municipal infrastructure,
- coordination of municipal programs related to physical, social and economic development,
- environmental matters,
- financial resources,
- economic development, and
- any other matter related to the physical, social and economic development of the municipality.

The Town has had a *MDP* since 1989. The original plan was updated in 1989, 1998 and 2010. Historically, the updates were in response to new legislation and land use trends. The 2010 *MDP* is being updated in response to changing development trends and some very specific legislative initiatives undertaken by the Province of Alberta and the Town. These include:

- the continuing demand for in-fill development, especially in the area west of the downtown core,
- efforts to encourage the development of an industrial park within the community,
- new legislation that encourages inclusionary housing, and
- needed policy directions for a new land use bylaw, completed in 2015, which added provisions for in-fill development, higher density development, supportive living and other enablers to current trends in development.

### ***1.3) MUNICIPAL DEVELOPMENT PLAN AREA***

This *MDP* applies to all land within the corporate boundaries of the Town of Barrhead, as established by the Province of Alberta. This Plan shall be a guiding document when applied towards land use issues that are within the sole jurisdiction of another level of government, including public highways and the Paddle River.

# TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN

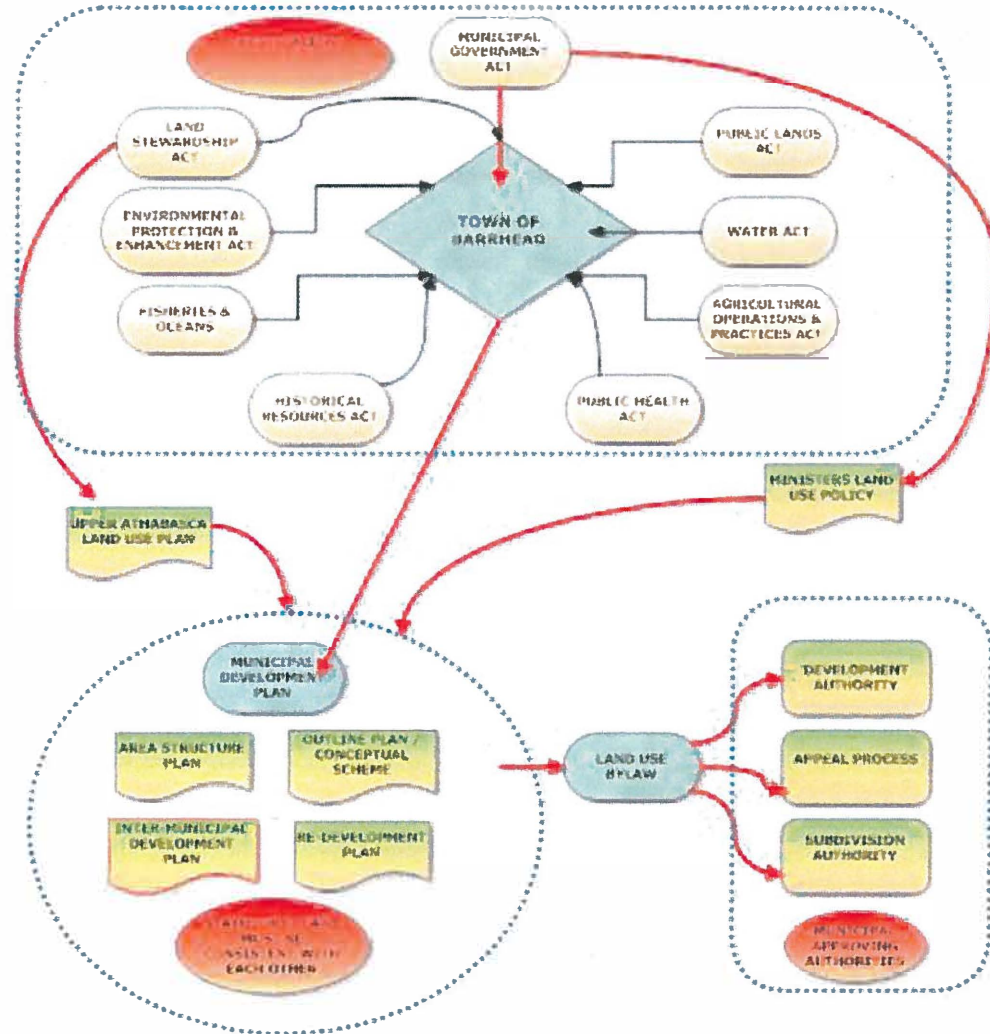
## 1.4) ALBERTA'S PLANNING FRAMEWORK

The *MDP* is the highest form of planning utilized by a municipality in Alberta. As per recent amendments to the *MGA*, all land use bylaws and plans have to conform to the *MDP*.

Though municipalities are normally autonomous for making their own planning decisions, those decisions are also subject to compliance with provincial legislation, the Minister's Land Use Policy.

For the Town of Barrhead, Federal involvement in planning decisions would likely be limited to communication towers and activities in the Paddle River.

A regional plan is proposed for the Upper Athabasca Region, however, it has not been initiated as of 2018.



## *TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN*

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### *1.5) THE SCOPE OF THIS PLAN*

This land use and development policies described in this Plan cannot be considered to control or regulate the use and development of land by themselves. These policies are intended to guide the municipality and private interests in a manner that will ensure the best form of development under the most desirable conditions.

By convention, this MDP is limited in scope to matters which have a direct bearing on land use issues within the Town.

### *1.6) IMPLEMENTATION OF THIS PLAN*

The *MDP* is implemented primarily through other Statutory Plans such as Area Structure Plans and the Land Use Bylaw. As part of the initial implementation of this Plan, adopted Area Structure Plans shall be reviewed and amended as required to ensure compliance with this *MDP*.

Further, the Town will amend the *Town of Barrhead Land Use Bylaw No. 04-2015*, as required to ensure conformity with this MDP.

Finally, this MDP has been prepared to conform with the provisions of the *Barrhead Inter-municipal Development Plan*.

### *1.7) SUBDIVISION OF LAND*

The policy of the Town of Barrhead shall be that no proposed subdivision will be approved by the Subdivision Approving Authority unless it conforms to the land use and development policies described in this Municipal Development Plan, does not adversely affect the economy of the Town, and can be adequately supplied with required services.



## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### **1.8) PUBLIC INFORMATION**

Upon adoption of the MDP, the Town of Barrhead shall ensure that this Plan is made available to the public.

### **1.9) REVIEW AND AMENDMENT PROCEDURE**

The MDP is not intended to be fixed or inflexible. As changing conditions dictate, this document will be revised and amended by the Town when deemed necessary. Any amendment will be enacted in accordance with the *MGA*.

### **1.10) INTERPRETATION**

#### **(a) Flexibility:**

It is intended that the boundaries of land use classes as shown on *Schedule "A" - Future Land Use Map* and all quantities and figures contained in the Plan be considered as approximate and not absolute. Any minor adjustments or variances that may be necessary to land use classes, location of future roads, quantities, and figures will not require an amendment to this Plan.

#### **(b) Policy Explanation:**

The word "should", which precedes the policies contained in this Plan means that the statement is an expression of desire. It refers to what they would like to achieve but does not necessarily mean that the Town will be responsible for the action.

The word "shall" means that the action is mandatory.

The word "may" means that the action is discretionary. These actions will be based upon sound planning goals and principles.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### **1.11) DEFINITIONS**

The following definitions are commonly used within this document.

**Arterial Road** – means a road that generally has no private accesses onto it other than those that are necessary to service vehicular traffic.

**Area Re-Development Plan** – means a statutory plan pursuant to the MGA that allows for urban renewal of a neighbourhood.

**Bare Land Condominium** – means a condominium as defined under the *Condominium Property Act*, as amended. Generally, units of land are privately owned while parks, open spaces, roads and other property that are jointly owned by the members of the condominium.

**Character** – means the unique attributes of the natural and built environment which establish a sense of place. It includes elements such as street width, street names and amenities, development intensity, land use type, the natural environment, neighbourhood design, community spaces and architecture.

**Collector Road** – means a road that connects to an Arterial Road and is accessed primarily by local roads.

**Common Property** – means property that is jointly owned by the members of a condominium.

**Condominium Property Act** – means the *Condominium Property Act*, R.S.A., 2000, as amended.

**Conservation Easement** – means a private, legal agreement whereby a landowner voluntarily restricts certain rights or opportunities related to their land use in favour of a qualified organization (i.e., a land trust, government agency, municipality or other recognized

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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conservation organization) in order to support identified conservation goals. The agreement is registered on title, and binds all future landowners.

**Developer** – means the person, organization or other legal entity responsible for the development of a parcel of land.

**Development** – means those buildings, uses or other activities as defined in Section 616 of the *MGA*, as amended.

**Environmental Site Assessment (ASA)** – means a study that assesses the potential impact of a development proposal which is prepared by qualified professional(s) such as an environmental engineer, ecologist, wildlife biologist or hydrologist. An ASA provides a technical assessment of a development proposal explaining if and to what extent the proposed development might impact the biological and physical characteristics and functions of an area. An EIS identifies potential adverse impacts of a proposal and recommends ways to avoid, minimize or mitigate these impacts and, if possible, enhance the natural area.

**Environmentally Sensitive Lands (ESL)** – means land containing sensitive or significant environmental attributes that are established with the intent to protect natural features and functions, including, but not limited to wildlife and waterbodies.

**Greenfield Development** – means the urban development of previously undeveloped land.

**Highway** – means Highway No. 18 and No. 33 which are within or adjacent to the corporate boundary of the Town of Barrhead.

**Housing Density** - means the number of housing units within a defined area or building.

**In-Fill** – means the development of vacant or mostly vacant land within built up and fully serviced areas of existing neighbourhoods.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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**Land Stewardship Act** – means the Province of *Alberta Land Stewardship Act, S.A. 2009*, as amended.

**Land Use Framework** – means a land use plan for the Upper Athabasca Watershed as provided by the Land Use Secretariat for the Ministry of Alberta Environment and Parks<sup>1</sup>.

**Manufactured Home** – means a dwelling that is constructed after January 1, 1991 under the CSA – A277 building code standard.

**Minister's Land Use Policies** – means policies adopted by the Minister of Municipal Affairs pursuant to the *MGA*.

**Mobile Home** - means a dwelling that features a minimum length to width ratio of 3:1 and is constructed prior to 1991 under the CSA Z240 building code standard.

**Mixed Use** – means allowing more than one type of use in a building or set of buildings and may include one or more of the following uses: residential, commercial or institutional.

**Municipal Government Act** - means the *Municipal Government Act, R.S.A. 2000*, as amended. May be referred to as the "*MGA*".

**Provincial Road Authority** – means Alberta Transportation.

**Redevelopment** – means replacement, re-modelling, or adaptive reuse of existing structures or lands to accommodate new development.

**School Authority** – means the Pembina Hills Regional Division No. 7.

**Subdivision** – means the consolidation, separation, or creation of parcels/lots pursuant to Part 17 of the *MGA*.

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<sup>1</sup> As of 2017, the Upper Athabasca Watershed plan has not been initiated.

## **2.0 SETTING**

### **2.1) LOCATION**

Barrhead lies approximately 116 km (72 miles) northwest of Edmonton, on the banks of the Paddle River, within the watersheds of the Pembina and Athabasca Rivers (Map 1: Location). The Grizzly Trail (Highway No. 33) passes south through Barrhead and connects with Highway 43. The junction of Highways No's. 33 and 18 is in the center of Barrhead. The Town is surrounded by a large mixed farming community. Oil and gas fields to the Town's north and west also form part of the service trading area. The Town serves its trading area with health, professional, educational, recreational, retail commercial services, and auto and farm machinery sales and service. The population has grown at a steady rate, from a 1991 population of 4,160 persons to the present population of 4579 persons.

The Town of Barrhead is the primary urban community with an extensive trading area of 20,000. It is important that this Plan assists with the continuation of the community's role as a regional centre.

### **2.2) POLITICAL JURISDICTIONS**

Barrhead is located in the centre of the County of Barrhead No. 11. The fringe area around the Town is subject to competing demands/uses by the County and the Town. In order to promote responsible planning a shared intermunicipal development plan has been developed between the Town and the County. Decisions regarding development in this area are referred to the County and Town through the Intermunicipal Development Plan (*IDP*). The two municipalities have benefited from the IDP since it was first adopted in 1999.

In the future, the Town and County will prepare an Integrated Collaboration Framework (*ICF*). In terms of land use planning, the *ICF* may address intermunicipal service delivery. Where necessary, this Plan may have to be amended to accommodate the *ICF*.

## *TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN*

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### **2.3) HISTORY**

Prior to the coming of the pioneers, the Barrhead area was traversed by the nomadic Cree and Assiniboiné Indians. In the early 1800's, fur traders arrived in the area and established fur trading posts along the major rivers in the area. The Klondike (Chalmers) Trail passed by the present site of Barrhead and carried numerous Klondike-bound gold seekers and settlers to the Peace Region of northwestern Alberta.

In 1906, the area around Barrhead was surveyed for settlement, and in 1907, European settlers arrived and began to homestead. The homesteaders did well and formed the Paddle River and District Co-op Society in 1912. The Society's store was located on SE 4-60-3-W5M. The Society applied for a post office to be located in the store in 1913. The name they submitted for the post office was Barrhead, taken from the Town of Barrhead in Scotland, the home Town of one of the shareholders. The post office/Co-op was soon joined by a blacksmith shop, stopping house, police detachment, garage and several stores.

In 1927, the Northern Alberta Railway came through the area and established its station southwest of the original Town site by about 4.0 km (2.5 miles). The inhabitants of Barrhead moved themselves and their dwellings to the new site and the name of Barrhead was transferred to the new site with them. In the same year, the Village of Barrhead was incorporated. The Village continued to grow, supplying goods and services to its growing agricultural hinterland. In 1946, the Village incorporated into a Town.



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As Barrhead has grown it has annexed land and the Town's economic base has expanded. Regional government services, eleven manufacturing establishments, the nearby forest industry, and surrounding oil and gas developments provide employment for Barrhead's residents. ('Trails Northwest' by the Barrhead and District Historical Society, 1967.)

In modern times, the Town has both maintained its historical character while looking forward to the challenges of the future. The Town adjusted to the loss of the railway through an ongoing downtown redevelopment project. The community remains an important service hub for the region.

### **2.4) LOCAL FEATURES AND DEVELOPMENT CONSIDERATIONS**

A brief discussion of Barrhead's local features and development constraints is provided although these will be discussed in detail in appropriate sections elsewhere in the Plan.

#### Paddle River:

The Paddle River runs through the southern portion of Barrhead and is crossed by Highway 33. The Paddle River is a relatively young, meandering river which is constantly shifting to establish an energy balance. The Paddle is the source of the municipal water supply for Barrhead. Prior to the building of the Paddle River Reservoir, Barrhead and the surrounding area experienced periodic flooding and water supply deficiencies. In 1974, at the Highway 33 crossing of the Paddle River, the maximum depth of flow of water was about three feet above the grade of the approaches. Since then the grade to the north has been raised to approximately the elevation of the 1974 flood. It is estimated that since the reservoir was built this site would essentially be flood free. It is unknown, however, if the Paddle River Dam will prevent flooding in the Town of Barrhead in a major flood. The presence of development within the 1:100 year flood plane is considered in this Plan. Although municipal services have not been brought to the south side of the river at this time, we can not rule out that it may not happen in the foreseeable future.

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### North-South Ravine:

A major ravine system runs in a north-south direction along the western edge of the developed portion of Barrhead. The ravine is treed and contains an intermittent stream. This ravine presents a constraint to development but also presents an opportunity to create a natural area reserve which could enhance further residential development in this area. Another deep gully is present in E-29-59-3-W5M, this ravine appears to be quite deep but is not treed. This ravine could constrain development but if seeded could also enhance future residential development as a desirable park-like area. Marshy, boggy areas in NE 29-59-3-W5M are part of this ravine system but could be drained to accommodate future development.

### Depressed Areas:

As mentioned earlier, some marshy spots and intermittent streams exist as part of a ravine system which runs from the northwest of the developed area of Town.

### Major Power Lines, and Oil and Gas Pipelines:

These man-made constraints follow rights-of-way or easements on various paths through and around Barrhead. For both maintenance and safety reasons they require setbacks from other development.

### Rail Line:

In 2000, the CN rail line in Barrhead was abandoned and sold to private interests. Today the former line has become a thriving business area and an asset to the Town. Currently, there are no railway right of ways within the corporate boundary of the Town of Barrhead.

### Water Reservoir/Sewage Lagoons:

The Town's water reservoir is located in the southwest corner of Barrhead, west of the ravine system in NW 20-59-3-W5M. The municipal sewage lagoon occupies NE 16-59-3-W5M on the outskirts of Town in the County of Barrhead. The Barrhead Regional Water Commission (BRWC) supplies water to the McGill Estate subdivision located in the SW 20-59-3W5M.



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### **2.5) EXISTING LAND USE**

The Town has enjoyed a consistent approach to land use for more than a half century. Though the first MDP was prepared for the Town in 1989, almost 30 years ago; the Town has former land use bylaws dating back to the mid-1960's. Most of the land within the Town allows for the same land uses that were originally intended for the community when bylaws first came into being more than 50 years ago. Land Use Designation changes or Land Use District Changes have been rare through the last half century.

The Town desires to maintain this consistent approach to planning into the future. It is anticipated that other than downtown expansion or the conversion of urban reserve lands to an urban use, land use patterns into the future will be generally consistent with historical land use patterns.

### **2.6) CHALLENGES & OPPORTUNITIES**

The Town has a number of challenges and opportunities that are addressed within this MDP.

Challenges include:

- Efforts to encourage retention of the Town's youth by continuing to improve quality of life amenities and to foster a business environment that can provide employment opportunities.
- Managing residential in-fill development with a focus on the lands west of the Downtown.
- Working with a land base that does not encourage multiple residential greenfield developments as most residential neighbourhoods abut the corporate boundary of the Town of Barrhead.

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Opportunities include:

- Allowing for an increased range of housing opportunities through innovations in design, minimum floor areas, parking requirements and mixed use buildings.
- Completing an industrial business park which will allow for additional commercial and light industrial properties.
- Completing the re-development of the former railway lands south of Downtown.



### ***3-0 COMMUNITY VISION***

The primary goals of the Town of Barrhead from a land use and economic development perspective are to continue to enhance the Town of Barrhead's role as an agricultural service centre, to expand its economic base, and to continue to build upon the high quality of life enjoyed by the residents of the community.

#### ***3-1) DEVELOPMENT STRATEGY***

The Town's development strategy outlines the direction that Town Council would like to pursue in planning for the community's future in an orderly, efficient and effective manner. Based upon the above goals, the community has prepared the following development strategy:

#### ***3-2) DEVELOPMENT OF LAND***

To promote further growth, Council has determined that the future development of land shall be provided in an orderly and efficient manner that maximizes the potential of the land for the long term benefit of the Town of Barrhead.

The Town will strive to ensure a sufficient supply of lots are available for a wide variety of land uses; and that the supply of vacant lands, both serviced and unserved, will be maintained in a cost effective manner.

The Town will continue to encourage responsible development and strive to minimize conflicts between adjacent land uses.

To ensure that future developments are efficient, economical, and in accordance with sound planning practices, the Town will ensure that the timing of future development will not override

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

the ability of the Town to provide effective municipal services at a reasonable cost to the community.

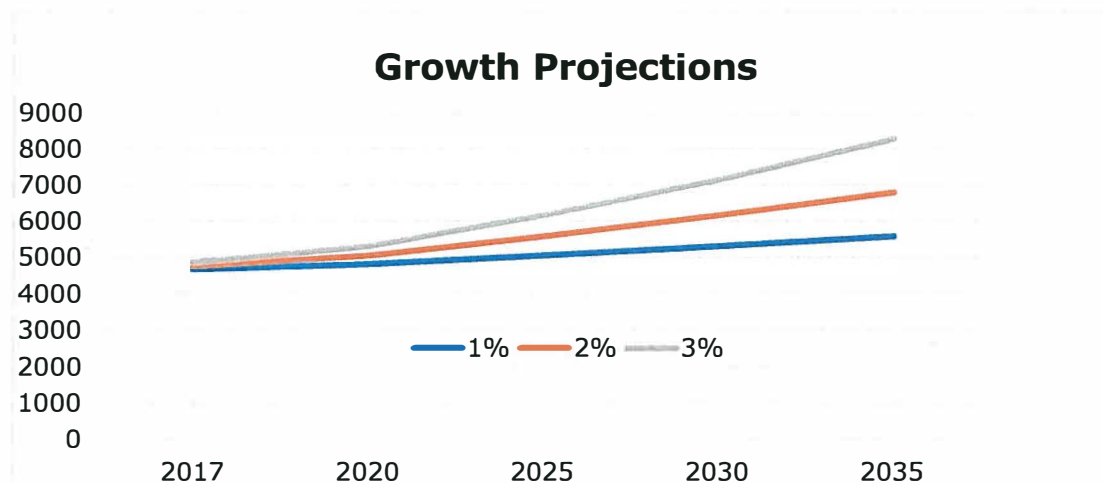
The Town may consider re-development plan(s) for the Downtown and the land to the west of the Downtown.

The focus on development over the short to medium term will be on in-fill redevelopment, and the development of greenfield parcels in the north portion of the community. Though not a focus, the Town remains of the view that land to the south of the Paddle River can provide opportunity for the benefit of the Town in the future

### **3.3) POPULATION GROWTH GOAL**

To encourage further population growth Council will strive to achieve a sustainable and positive growth rate. Historically, the Town has experienced a growth rate of 0.8% year over year since 2006. The chart below provides three different scenarios for the future at a growth rate of 1%, 2% and 3%.

Extrapolating the historical growth rate of the community would suggest a population of 5,557 in the year 2025 which coincides with the date when this Plan will likely be fully reviewed once again. This rate of growth would

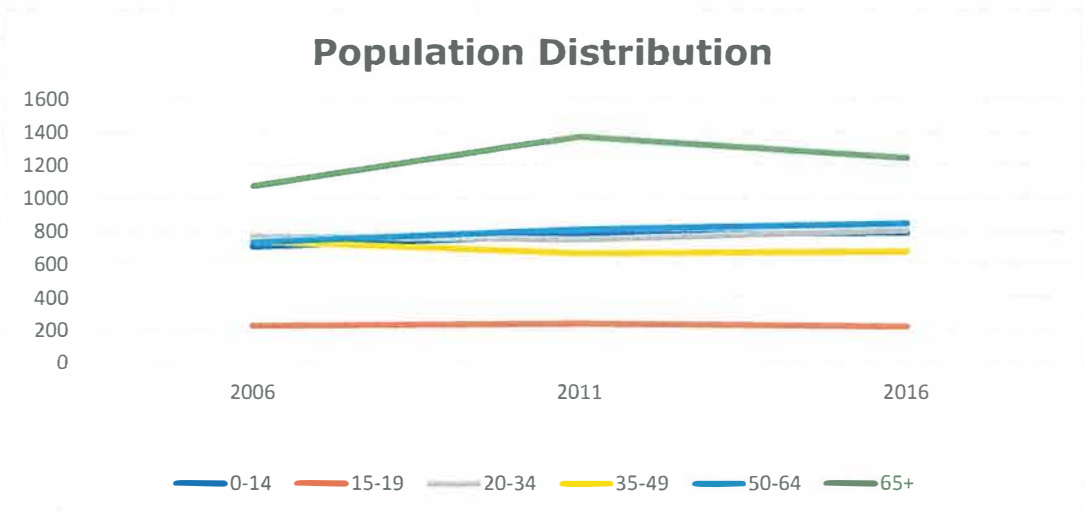


## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

appear to be realistic should the economic and population characteristics of the region remain static.

Should an economic boost or some other unforeseen factor occur in the Barrhead area, a higher growth rate could be realised. As an example, a 3% growth rate could result in a population in excess of 6,000 people in 2025.

Demographic trends within the Town of Barrhead indicate a very stable community. Unlike many rural and smaller urban centers in the Province of Alberta, the overall population trend indicates that youth are remaining in the Town, as are people from almost every age group.



The only age group that has shown a decline of any significance is the retirement age group which has shown a loss of 130 persons since 2011 while the Town has grown in overall population by about 147 persons in the same period.

Overall, the Town of Barrhead is maintaining a balanced population profile, with the average age increasing by only 8 months over the last decade for an average age of 45.1 years.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### ***3.4) RESIDENTIAL DEVELOPMENT***

The Town of Barrhead will ensure through proper planning practices that future housing development proposals will be of a high quality, aesthetically attractive, and compatible with the surrounding environment.

When reviewing development proposals, the Town will consider the overall community requirements for a variety of housing types so that the housing needs of the residents of the Town of Barrhead may be accommodated.

To assist with the development of residential areas, the Town of Barrhead will endeavor to ensure that an adequate supply of serviced lots are available for residential development.

The Town will encourage mixed housing types in new and established neighbourhoods through a mixed housing policy.

The Town will endeavour to ensure that new housing continues to be affordable for and appropriate for target markets. New housing design, parking standards and lot sizes will be appropriate for the intended resident.

The Town will provide for inclusive housing as required by the MGA and its regulations.

The Town will continue to require that all housing is adequately serviced with off-street parking.

### ***3.5) CENTRAL BUSINESS DISTRICT***

The Town strongly believes in the importance of maintaining a strong, vibrant central business district. Redevelopment and revitalization of the central business district and main street area for commercial development will be encouraged.

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The Town recognizes the importance of Highway No.'s 33 and 18 and their linkages to downtown in attracting the traveling public and to provide services for visitors to the community.

### ***3.6) MIXED USE OPPORTUNITIES***

Mixed use development can be found in several different forms within the community, including:

- A variety of residential housing types on adjoining properties, typically a multi-unit housing project such as a duplex adjacent to a single unit residence.
- A mixture of residential and commercial within a building, typically a building where the main floor is a commercial use and the residential use is either on the second floor or basement.
- A mixture of residential and/or commercial within an institutional building, such as a cafeteria in a school or an attached manse to a place of worship.

Mixed use development has been a major form of new development over the last decade and is expected to continue into the future. The Town will include policy within this *MDP* to ensure that mixed use development is compatible with the receiving neighbourhood.

### ***3.7) ECONOMIC DEVELOPMENT***

The Town will encourage development in a manner that maintains a reasonable balance between industrial, commercial and residential assessment. The Town recognizes its important role as a service centre and looks forward to providing a high quality of service to residents and surrounding communities.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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In particular, the Town will strive to achieve the following economic development goals:

- (a) to facilitate the continued growth and diversification of industry through the provision of an environment that allows for the development of affordable industrial and commercial lots with an agricultural focus;
- (b) to provide an environment which is attractive to further economic diversification, through a forward looking re-development strategy and the provision of land that can be developed for new businesses;
- (c) to provide for the further development of the manufacturing industry in Town through the provision of attractive land use strategy that encourages growth and intensification of industry within the community;
- (d) to maintain the attractiveness of the Town as a place for surrounding communities to depend on for services through the implementation of the Town's economic development strategy; and
- (e) to promote the attractiveness of the Town and its quality of life for seniors.

### **3.8) NATURAL ENVIRONMENT**

The Town will encourage future development to be compatible with the natural environment, and surrounding land uses. This will be accomplished through the following objectives:

- protecting the Paddle River, tributaries and floodplain lands,
- identifying and protecting wetland areas within greenfield developments, and
- providing a buffer from development to environmentally sensitive areas.



## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### ***3.9) COMMUNITY INVOLVEMENT***

Town Council recognizes the past efforts of the volunteer community in promoting and encouraging economic and community growth. Their ongoing participation in the growth and development of the Town of Barrhead will be encouraged.

Council will ensure that all development and redevelopment will be of a high quality to maintain growth and the community's appearance as an attractive place to live and work.

### ***3.10) TOURISM***

Tourism development will be encouraged both within the Town and in cooperative efforts with other regional communities. The primary goals of tourism development include:

- a) the development of attractions that will increase the number of tourists and their length of stay in the community;
- b) increasing opportunities for tourism related retail trade;
- c) to provide visitors with a positive outlook on the people and opportunities of the community;  
and
- d) to cooperate with local and regional tourism promotion groups and organizations to enhance tourism marketing within the Town; and
- e) to maintain aesthetically pleasing community entrances and main street within the Town.

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### ***3.11) COMMUNITY SERVICES, OPEN SPACES AND PARKS***

Barrhead is committed to providing a wide range of community services to enhance the quality of life in the community. Community services and facilities serve a major role in attracting investors and new residents to the Town. This role can be enhanced through effective management and when required, expansion of services and facilities in the community.

The Town will strive to maintain current level of services and facilities within the community and participate where feasible in the development of additional community service assets.

Open space, park and recreation areas are important to the Town. The Town will strive to work with the community in maintaining these areas and to improve on the quality and use of these valuable facilities.

### ***3.12) TRANSPORTATION STRATEGY***

The Town has a number of transportation challenges that are of critical importance to the Town. To meet these challenges, the Town shall:

- a) pursue a definitive long term agreement with Alberta Transportation for intersection, pedestrian crossings, and service road standards along the highway corridors within the corporate boundary of the Town;
- b) work with the Barrhead Chamber of Commerce to develop enhancements to the main street corridor and provide parking opportunities for bicycles and other non-motorized transportation systems;
- c) examine the feasibility of re-developing land to the west of the downtown for enhanced pedestrian and linear park access.

## *TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN*

### *3.13) SUSTAINABILITY*

The policies and directions of this municipal development plan have been designed to be sustainable in terms of the impact of development on the natural environment, costs and maintenance of infrastructure, and for the purpose of providing a sustainable and achievable quality of life for the residents of the Town of Barrhead.



## ***4.0 GENERAL DEVELOPMENT POLICIES***

The following policies and objectives indicate the intent of the Town of Barrhead to direct future growth in a manner which is orderly, efficient, and beneficial to the residents of the community. Subdivision and Development within the Town should comply with the following strategic policy directions:

### ***4.1) REZONING OF LAND***

Prior to rezoning<sup>2</sup> land under the land use bylaw, the Town shall carefully evaluate the need for additional lands under the proposed land use district, the potential for future development under that district, and the ability of the Town to adequately service the subject property for the proposed use(s).

### ***4.2) URBAN RESERVE LANDS***

Lands which are not identified for immediate or short term urban development may be designated as urban reserve. Development on urban reserve lands shall be performed in a manner that will not adversely impact future urban growth.

### ***4.3) PHASING OF DEVELOPMENT***

The Town will encourage the in-filling of existing subdivisions and serviced areas prior to considering the extension of services to future development areas.

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<sup>2</sup> Re-Zoning is used as an equivalent term to Re-Districting as provided for in the *ACT*.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### ***4.4) CLIENT SERVICES***

The Town will strive to accommodate where possible, the timely processing of subdivision and development applications.

### ***4.5) FLEXIBILITY OF REGULATIONS***

The Town shall enforce regulations contained in the Land Use Bylaw. Land use regulations may be relaxed where permitted under the Act and where the proposed subdivision or development meets the spirit and intent of the goals and objectives of this Plan, is deemed appropriate, and the decision is based upon sound land use planning principles.

### ***4.6) INTER-MUNICIPAL COOPERATION***

The Town will strive to work cooperatively with the County of Barrhead on matters of mutual interest and to have regard for the policies contained in the Barrhead Intermunicipal Development Plan. Development permit applications, applications for rezoning on urban reserve lands, and proposals which may have an impact on the County of Barrhead shall be submitted to the County for their review and comment in accordance with the provisions of the Intermunicipal Development Plan.

### ***4.7) MULTI-LOT, LARGE AREA SUBDIVISION***

The Town may require, as part of the subdivision process, a developer to submit an outline plan, conceptual scheme or to prepare an area structure plan demonstrating the type and sequence of development in the subject property.

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### **4-8) PROVINCIAL HIGHWAY NETWORK**

Subdivision and development proposals shall be referred to Alberta Transportation for review and comment in accordance with the Subdivision and Development Regulation.

### **4-9) SUBDIVISION AND DEVELOPMENT**

New subdivisions shall have water, sewer, power, and may require paved roads, curbs, and gutters. Installation of services shall be at the developer's expense. Oversized improvements designed to service additional lands may be cost-shared in accordance with the servicing agreement tools afforded to municipalities under the *MGA*.

Low pressure services may be considered as an alternative to full services where the installation of full services may not be practical or financially feasible at the time of development.

The Town shall enter into agreements with developers for the provision of all on-site and off-site facilities. The Town may require off-site levies for this purpose.

Adequate open space and recreational land may be required to be provided in all subdivisions. Satisfactory arrangements shall be made for adequate parking in any new development.

In-fill development shall be respectful and compatible with the surrounding neighbourhood, with special care taken to impacts on mature vegetation, drainage, traffic, provision of services, and character and appearance standards.

All subdivision and development shall comply with the Town's subdivision and development standards.

## **5.0 RESIDENTIAL LAND USE**

### **5.1) GENERAL RESIDENTIAL POLICIES**

The following policies are general and apply to residential development in the Town.

**1) To provide for orderly and staged residential growth, the Town shall:**

- a) continue to encourage in-fill residential development in mature neighbourhoods; and
- b) encourage the development of new residential areas, when demand requires, in locations which are adjacent to existing residential subdivisions.

**2) To foster the provision of affordable and inclusive housing, the Town:**

- a) shall encourage a variety of housing options within the community as a means to increase choice and pricing options for residents;
- b) shall support affordable housing initiatives which are financially sustainable and effective, subject to consistency with other policies of this MDP;
- c) should develop a separate policy for inclusionary housing separate from this MDP that will provide guidance to Council and Administration for the creation of an affordable housing program on a general or site specific basis;
- d) shall consider the impact on housing costs for homes not included as part of a inclusionary or affordable housing program as part of any applicable housing program;
- e) shall access grants and other programs which can effectively facilitate the development of affordable housing within the Town; and

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- f) shall work cooperatively with not-for-profit organizations towards the goal of facilitating affordable and inclusionary housing with the Town.

### **3) To encourage and facilitate the provision of housing and residential areas in an attractive and aesthetically pleasing manner, the Town shall:**

- a) encourage a high standard of development in all residential areas;
- b) ensure the implementation of innovative development standards when developing new areas; and
- c) require all utilities to be installed underground;
- d) prohibit mobile homes from being transported to a parcel within the Town for residential purposes;
- e) encourage the development of alternative energy systems within residential areas provided the proposed system does not conflict with the character of the neighbourhood;
- f) carefully consider the impact of a residential spot-district proposal on the character of the overall neighbourhood;
- g) have due regard to the availability of adequate municipal services to service the parcel when developing new areas or re-developing existing neighbourhoods; and
- h) require landscaped buffers to be established to separate residential development from parcels districted to another land use designation.





## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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**4) To allow for residential development in a manner that is not considered conventional or does not meet the development standards provided in the Land Use bylaw, the Town:**

- a) shall consider proposals for alternative or innovative housing design and construction, and
- b) ensure that proper consideration is given to the overall compatibility of the proposed building in the receiving neighbourhood.

**5) To encourage the development of a full range of housing types to meet demand from different sectors of the population, the Town shall:**

- a) strive to provide an environment where a range of housing alternatives can be provided for prices that are affordable;
- b) provide a range of land use districts for both traditional housing and innovative housing that can accommodate a variety of housing types;
- c) work with private developers and public foundations to ensure that an adequate supply of supportive living and senior's living homes are available;
- d) encourage re-development of existing housing areas adjoining the Central Business District to include a range of traditional homes, condominiums, rental accommodations, bachelor, senior and independent adult homes.

**6) To provide necessary community services in residential areas, the Town shall:**

- a) allow non-residential uses in certain areas which are complementary to or serve basic residential uses, and

- b) consider the location of new education and community facilities in the planning of new residential areas.

### ***5.2) LOW DENSITY RESIDENTIAL***

The following are guidelines to be used in the development and districting of areas designated for low density residential development.

#### **1) To maintain the attractiveness of existing residential areas, the Town shall:**

- a) require that site designs for in-fill development focus on compatibility of the development with the character of the receiving neighbourhood;
- b) require on-site parking for all residential development;
- c) limit non-residential uses to those that will not detract from the overall character of the neighbourhood. Uses such as convenience stores which require vehicular access shall be restricted to collector and arterial roads;
- d) allow manufactured housing in designated areas; and
- e) use criteria such as length to width ratio, floor areas and roof lines when determining if a proposed home is appropriate for the receiving neighbourhood.

#### **2) To encourage low density residential in-fill development in a manner that maintains the overall character of a neighbourhood, the Town shall:**

- a) encourage the retention of mature trees where the tree is not located within the building footprint of the proposed home;

- b) establish criteria for the amount of in-fill that can be considered within a residential neighbourhood as a permitted or discretionary use; and
- c) consider the impact on the surrounding residential neighbourhood when reviewing in-fill development as a proposed use.

### ***5.3) HOUSING DESIGN STANDARDS - MANUFACTURED HOMES***

The following policy directions are intend to guide the development of homes that have a length to width ratio greater than 3:1. These homes are traditionally known as manufactured homes, but may include modular or single detached dwellings provided the length to width ratio is maintained.

#### **1) To provide for manufactured homes in attractive neighbourhoods within the Town, the Town shall:**

- a) require that all homes within a neighbourhood that allows for manufactured homes are consistent with each other;
- b) that manufactured homes are a permitted or discretionary housing type in land use districts specifically designed to accommodate the proposed use;
- c) that single detached dwellings and modular homes may be treated as equivalent to manufactured homes as a land use within a land use district that allows for manufactured homes; and
- d) that the Land Use Bylaw describe residential housing standards that include minimum standards for manufactured homes.

### **5.4) RESIDENTIAL PARKS**

Historically, residential parks were referred to as mobile home parks or manufactured home parks. Residential parks build upon the manufactured home park model with an expansion to a wider range of housing types. The following policy directions are to be applied towards the development of residential park type housing.

#### **1) To provide for high quality and consistent housing within a residential park, the Town shall:**

- a) ensure that housing within a residential park is consistent in type and style;
- b) allow for commercial development such as convenience and laundry services within a park that is exclusively for park resident use;
- c) ensure that internal roads allow for safe and efficient traffic flows and for unobstructed access for emergency service vehicles; and
- d) require that all residential lots/plots/stalls are fully serviced.

#### **2) To maintain an aesthetically pleasing land use, the Town shall require:**

- a) that residential parks are designed and screened from adjoining residential neighbourhoods through vegetation and other suitable screening;
- b) that common lands within a residential park be maintained to an equivalent standard as other land within the community;
- c) that residential parks that are oriented towards families include tot lots or playgrounds should the park not be adjacent to an existing public playground;

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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- d) an open space area for each unit/stall that is appropriate for the overall theme of the park, whether it be family or senior's oriented;
- e) that all homes and buildings within the residential park be designed and finished in a manner that contributes to a pleasing character and appearance;
- f) that a minimum of 10% of the gross area of the park be maintained as open space or parkland; and
- g) that when a housing type that is no longer available as a replacement (eg. a mobile home), another suitable housing type may be used provided it conforms to the general character of the neighbourhood.

### **3) To allow for changing market conditions, the Town may:**

- a) consider the conversion of a Residential Park to a condominium provided it can be serviced and designed to an acceptable municipal standard.

### ***5.5) MULTI-UNIT RESIDENTIAL DEVELOPMENT***

The following policy directions are to be applied towards the development of lands designated for medium to high density residential use. This generally includes residential dwellings in excess of three housing units for medium density housing and six housing units as high density housing.

#### **General Policy Directions**

### **1) To provide rental and condominium type residential housing opportunities, the Town shall:**

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- a) encourage the development of multi-unit residential housing in accordance with market demand;
- b) encourage the development of housing types that are desirable to a range of residential age groups and life styles;
- c) require that quality amenities are included within the development that are oriented towards the target market;
- d) that off-street parking is provided to satisfy the requirements of the intended land use;
- e) require that amenities such as mobility and accessibility structures be included as part of any development that is intended to serve persons with those needs; and
- f) multi-floor high density residential developments shall include 10% of the lot area for outdoor amenity use not including land that is primarily identified for buffering or landscaping. The amount of outdoor amenity area required may be reduced where an indoor amenity area is provided on the parcel.

### **2) To identify high quality locations for future multi-unit housing, the Town shall:**

- a) encourage new multi-unit housing areas are located in proximity to community facilities that provide service and or activities for the target residential market. As an example, this can include parks for family oriented dwellings or commercial entertainment activities single persons;
- b) encourage high density housing to be located adjacent to collector or arterial roadways to mitigate traffic flows into low density residential neighbourhoods; and
- c) shall require laneway access for all multi-unit housing development unless it can be shown that a satisfactory alternative access can be provided.

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### ***5.6) GENERATIONAL HOUSING***

The Town encourages the development of private and public sector housing that is oriented towards active adult and senior's housing. These housing types will be encouraged through the following policy directions:

**1) To encourage supportive living housing within the community, the Town shall:**

- a) identify supportive living housing as an identified land use within one or more land use districts in the Land Use Bylaw; and set standards for development consistent with the *Supportive Living Accommodation Licensing Act*; and
- b) consider supportive living as a principal use in a land use district should a traditional land use district not be appropriate.

**2) The Town may consider independent adult dwellings or dwellings established for certain age groups provided the following development standards are included within the project:**

- a) amenities are provided within the project that are focused on serving the proposed residential market; and
- b) the dwelling size is appropriate for the proposed use.

**3) Where a building is to be developed for a restricted age or family unit such as adults only, no pets or a minimum age requirement, the Town should:**

- 1) determine that the building and property be developed for typical family use notwithstanding the desired use, unless the design and amenities of the project are consistent with the proposed use.

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### **5.7) IN-FILL HOUSING**

In-fill housing continues to be a popular residential subdivision within the Town of Barrhead. This type of development is generally encouraged as it allows for a greater density of population on existing serviced lands. In-fill housing usually takes the form of a duplex dwelling in place of a single detached home, though higher density dwellings have been developed as an in-fill property.

One of the challenges with in-fill development is the impact of in-fill on the character of the neighbourhood and the ability of area residents to participate in a public process when reviewing in-fill proposals.



- 1) To allow for in-fill development as a land use within the Town of Barrhead, the Town shall:
  - a) allow in-fill development within any residential land use district that allows for housing types in addition to single detached dwellings.
- 2) To provide opportunities for public participation in the development process for an-fill development, the Town shall establish thresholds (overall dwelling density limits) for the development of an in-fill residence.
  - a) as discretionary use which will require public consultation similar to other discretionary use decisions within the subject land use district, and
  - b) as a permitted use which will not require any public consultation.
- 3) Where the thresholds described in (2) above have been met, the Town may require additional consultation or planning measures such as a redevelopment plan prior to increasing the dwelling density threshold that would be allowed in a neighbourhood through in-fill development.



### *5.8) INCLUSIONARY HOUSING*

Pursuant to the the Act, provincial standards are in place for the development of affordable and/or inclusionary housing. The provincial standards include, but are not necessarily limited to financial incentives and density bonus mechanisms. The following policies provide an overview the Town's approach to this issue:

- 1) The Town supports affordable and inclusionary housing initiatives which are effective and financially sustainable while consistent with the land use policies of this MDP.
- 2) The Town may adopt policy which will provide guidance to Council and Administration for the creation of an affordable housing program on a general or site specific basis.
- 3) Impacts on housing costs for homes not included as part of an inclusionary or affordable housing program shall be considered as part of any policy for this purpose.

### *5.9) RE-SUBDIVISION OF MULTI-UNIT DWELLINGS*

The re-subdivision of an existing multi-unit dwelling has been a common type of subdivision in recent years. The following policy directions describe the approach the Town will continue to take on this land use issue.

**1) To consider the re-subdivision of a multi-unit dwelling into a structure where each unit will be a separate certificate of title, the Town shall require that:**

- a) each unit be separately serviced unless the entire structure will be serviced through a common system in the context of a condominium; and

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b) a condominium or private utility own or operate any shared utility services.

**2) When converting an existing multi-unit dwelling to a dwelling where each dwelling and a portion of the yard is on a separate certificate of title, the Town:**

a) may consider through the Land Use Bylaw, provisions that can vary the parcel area and yard setback criteria for each dwelling.



## **6.0 COMMERCIAL LAND USE**

### **6.1) COMMERCIAL DEVELOPMENT (GENERAL)**

The Town of Barrhead features a diverse commercial business sector. Commercial businesses in the community can be classified into four (4) categories:

- The Central Business District (CBD) which is commonly known as the Downtown area of Barrhead.
- Highway Commercial areas which are generally parcels of land that are adjacent or in proximity to Highways No. 18 and 33, and are focused on providing services to the travelling public as well as local residents.
- Independent Commercial Areas which are usually stand alone commercial business that are not part of the CBD or a highway commercial area.
- Shopping Centers which provide a range of commercial services that utilize a common building or services.

The following policy directions provides the growth and sustainability strategy for commercial development within the Town of Barrhead.

#### **1) To ensure that commercial development within Barrhead conforms to community standards for location, servicing and appearance, the Town:**

- a) shall require building and site designs to be compatible in terms of scale, design, facade, and colour to those of adjacent properties;

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- b) may consider street improvement projects initiated by the community that could include, but not be limited to: theme related facade designs and innovative street improvement designs; and
- c) may support business sponsored projects designed to enhance the attractiveness of the business community as a place to shop.

### **2) To provide for appropriate parking needs within commercial areas, the Town:**

- a) may require adequate on-site and where appropriate, the provision of off-site parking to service commercial developments;
- b) may require the developer to be responsible for the provision of on-site parking for shoppers and employees;
- c) may consider alternative parking areas if the amount of on-site parking is insufficient to accommodate the proposed development;
- d) may consider a parking fund and levy system to establish several small parking lots in the downtown area;
- e) require the use of aesthetically pleasing signs, lighting, landscaping and other design features that will make parking areas more attractive to downtown traffic; and
- f) may require parking facilities to be installed for bicycles, scooters and other transportation devices for use by customers.

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### **6.2) CENTRAL BUSINESS DISTRICT:**

The Central Business District (CBD) is the focal point of the Town of Barrhead. The CBD is the area described as being north of the former railway lands, west of Highway No. 33, south of 53<sup>rd</sup> Avenue and with a western boundary of 51<sup>st</sup> Street.

The following policy directions apply to the CBD area:

- 1) Development within the CBD shall be restricted to commercial businesses that are generally located on smaller parcels for the purpose of providing retail services, personal and professional services, government offices, institutional services, cultural facilities and entertainment and commercial accommodations.
- 2) Typical development within the CBD will feature zero side yard development and front yard facades that adjoin the sidewalk. Most parking will be on-street except for rear yard parking and designated parking areas.
- 3) 50<sup>th</sup> Street shall be the focus of the CBD.
- 4) The Town shall encourage new development to have varying building heights and to consider multi-storey structures.
- 5) Existing residential uses within a CBD may continue for the life of the structure after which the parcel shall be converted to a CBD use.



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- 6) The Town should consider innovative subdivision or development proposals within the CBD that allow for smaller lot sizes or multi-ownership/use of properties to increase the range of services and density of use within the CBD.

### *6.3) CENTRAL BUSINESS DISTRICT EXPANSION*

The CBD is a well developed area with the only opportunities for growth being the redevelopment of existing properties into multi-storey or smaller lots. To maintain the CBD as the focus of the community, expansion of the CBD can occur through a combination of increasing intensity or by expanding the CBD area. The following policy directions describe the Town's vision for an orderly and logical expansion of the CBD.

- 1) Expansion of the CBD shall be generally restricted to adjoining parcels generally described as west of 51 Street and north of Elevator Road.
- 2) Once an adjoining parcel to the CBD has been redistricted to the CBD land use district, it shall be included in the CBD boundary thereafter without requiring an amendment to this Plan.
- 3) A mixed use Commercial/Residential with the commercial use being the primary use may be considered within the CBD expansion area.



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### ***6.4) HIGHWAY COMMERCIAL***

Highway Commercial development is located on parcels adjacent to Highway No. 33 at the north and south entrances to Barrhead. The primary land use within these lands are vehicle oriented commercial or that require larger parcels for outdoor storage of product.

The following policy directions describe the Town's vision for the future development of these areas.

**1) To provide efficient and attractive highway services to the travelling public, the Town shall:**

- a) restrict land uses on lands designated Highway Commercial to businesses and related activities that require highway exposure and are necessary to service the travelling public; and
- b) encourage uses such as automobile/agricultural dealerships, service stations and commercial accommodations to be the priority land uses in this land use designation.

**2) To provide efficient and effective access to lands designated as Highway Commercial, the Town shall:**

- a) ensure that a service road and access is provided to service highway commercial uses north of the 58<sup>rd</sup> Avenue and 49<sup>th</sup> Street intersection;
- b) consider service road designs that can service lots on both sides of the service road; and

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- c) work with Alberta Transportation to ensure that lights, signals and pedestrian crossings are placed at appropriate locations to service access onto Highway No. 33 in an efficient manner.

### **3) To provide a transition from Highway Commercial parcels to non-commercial or industrial lands, the Town shall:**

- a) Require a buffer, fence or screen from adjoining parcels designated to a land use other than commercial or industrial.

#### ***6.5) INDEPENDENT COMMERCIAL***

Independent commercial uses are those which are wholesale with a retail component. These uses are more appropriate in light industrial areas or industrial business parks. The following policy directions describe the Town's approach to this important land use:

#### **1) To ensure that independent commercial development is appropriately located, the Town shall:**

- a) define and regulate through land use provisions the range of type of commercial land uses that may be located in an industrial land use district; and
- b) ensure that adequate parking and customer service infrastructure is available for the safe conduct of the retail component of the business.

#### ***6.6) SHOPPING CENTRES***

Shopping centres may be allowed within the Town on parcels designated to shopping centre use within this Plan. To provide effective guidance to shopping centre development and to provide



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for this land use in a manner that contributes to the overall commercial growth of the Town, the Town has described the following vision for shopping centres.

### **1) To allow for shopping centres to be developed in appropriate areas, the Town shall:**

- a) require that shopping centres only be located on lands that designated for the specific use under the Future Land Use map of this Plan; and
- b) require that a shopping centre be located on a parcel that is a minimum of 2.0 hectares in area.

### **2) Shopping centres shall include the following development standards:**

- a) common parking areas and where necessary, internal private roadways to allow for vehicular movement through the parcel;
- b) separation from non-commercial uses through the use of buffers, fencing and other aesthetically pleasing constructs;
- c) buildings to be located on the outer portion of the shopping centre where feasible, with the parking areas to be located internally or in the rear;
- d) a range of roof lines and facades are to be used on all buildings;
- e) extensive use of vegetation and other aesthetic features within the parking area; and
- f) pedestrian access from adjoining parcels to the shopping centre site.

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### **3) Prior to the designation of a parcel for a shopping centre under this Plan, the Town:**

- a) should require a land use plan to be submitted for the development. The land use plan shall describe the vision, layout and servicing standards for the parcel. The land use plan may be statutory or non-statutory at the discretion of the Town;
- b) should assess the impact of the proposed shopping centre on the commercial health of the community;
- c) may require the preparation of a traffic impact assessment to determine traffic and pedestrian infrastructure needs at the site; and
- d) and may require engineering reports for utility and stormwater servicing as part of the subdivision and/or development process.

### **4) Where a shopping centre uses multi-storey buildings, the Town shall:**

- a) encourage residential use or professional offices on the second floor of the building.



## **7.0 MIXED USE DEVELOPMENT**

Mixed Use Development is a land use that is growing in popularity in Barrhead. This development designation can take several forms and has been shown to be of benefit to the continued growth of the community. The following policy directions describe the vision of the Town for this important land use classification:

- 1)** Mixed Use Development, for the purpose of this Plan, may include a commercial and/or residential use within a structure that has been established for commercial, public or institutional use.
- 2)** The Town shall, through the Land Use Bylaw, establish as allowable uses under appropriate conditions within applicable land use districts, based upon the following principles:
  - a) the principal use shall be the use that most closely resembles the purpose of the land use district;
  - b) where the mixed-use is in a separate building, the building must be of similar appearance to the principal use and compatible with the surrounding neighbourhood;
  - c) where the land use bylaw is unclear as to what type of residence may be used as a mixed-use dwelling, the dwelling shall be consistent with the typical building type in the surrounding neighbourhood; and
  - d) a mixed-commercial use in an institutional use should be accessory to the principal use in the building, such as a restaurant in a medical facility or a cafeteria in a school.
- 3)** Mixed-use developments shall be subject to the same principles as other land uses in that the proposed use must be adequately serviced and be able to function without detrimental impact on the surrounding neighbourhood.

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- 4) Mixed-use development shall be of a compatible appearance to structures in the neighbourhood.



## **8.0 INDUSTRIAL LAND USE**

The predominant use of land in areas designated industrial shall be for the provision of light industrial uses. Uses which are compatible with and do not detract from the overall intent and characteristics of industrial development, such as independent commercial, shall also be permitted. Warehousing and storage uses are normally considered compatible with light industrial uses.

The following policy directions describe the vision of the Town for future industrial development.

**1) To foster greater economic diversification through increasing the attractiveness of Barrhead for future industrial development, the Town shall:**

- a) continue to promote, through Council and Administration, the advantages that the community offers to industry;
- b) work with developers to ensure that an adequate supply of land is available for a full range of industrial uses;
- c) strive to ensure that industrial land is available for future growth; and
- d) provide through the Land Use Bylaw flexibility for industrial users to innovate and explore options for intensification of land use, eco-industrial options and alternative energy systems.

**2) To ensure that industrial lands are easily accessible, the Town shall:**

- a) ensure that industrial areas have direct access to industrial roadways that link to Highway No. 33; and

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- b) work with Alberta Transportation to ensure that intersections onto 49<sup>th</sup> Street are developed to a proper standard and functional for industrial traffic.

**3) To maintain an effective and aesthetically pleasing separation between industrial designated parcels and those of other land use designations, the Town shall:**

- a) encourage the development of industrial lands as an extension of existing industrial areas;
- b) where industrial areas abut a parcel under a different land use designation, the Town shall require the use of buffers, berms, landscaping and other measures, as applicable, to minimize any adverse impacts to non-industrial lands.

**4) To improve the appearance of the Highway 49<sup>th</sup> Street corridor as a community entrance, the Town shall:**

- a) Develop a program with industry to ensure that the visual appearance of the adjoining industrial lands and highway separations are improved through landscaping, vegetative buffers and by making highway facing yards more visually attractive.

**5) To ensure that the industrial lands within the Town are developed in a manner that is beneficial to the overall community and adjoining land uses, the Town shall:**

- a) encourage future heavy industrial development which may significantly impact surrounding lands through the air, noise, waste discharge, odours or emissions to locate on parcels within an industrial area where prevailing winds ensure that the odours or omissions are normally not directed to residential and commercial areas; and
- b) consider potential impacts of proposed development within the vicinity of industrial parcels that may impact the development potential of industrial lands through factors such as separation distances and emergency issues.

## **9.0 RECREATION AND OPEN SPACE**

Recreation, culture, and open space areas continue to play an important role in the ongoing growth of the Town. The community is fortunate to have a variety of natural and man-made features that provide opportunities for recreational pursuits. The policies below reflect the general intention of the Town and are intended to support and complement the policy direction of the Town Recreation Master Plan.

**1) To provide land that is accessible for the widest range of users within the community, the Town shall encourage:**

- a) major recreation facilities to be located near arterial roads to provide access the widest range of users and to minimize adverse impacts on the surrounding neighbourhood due to traffic and noise; and
- b) service clubs and neighbourhood associations to provide their own recreational facilities; and
- c) the development of a linear park system that is developed for multi-use purposes.

**2) To ensure that recreational facilities are designed to meet community needs, the Town shall:**

- a) ensure that recreation facilities that are not designed solely for pedestrian traffic has sufficient on-site parking;
- b) provide adequate parks and tot-lots in new residential subdivisions;



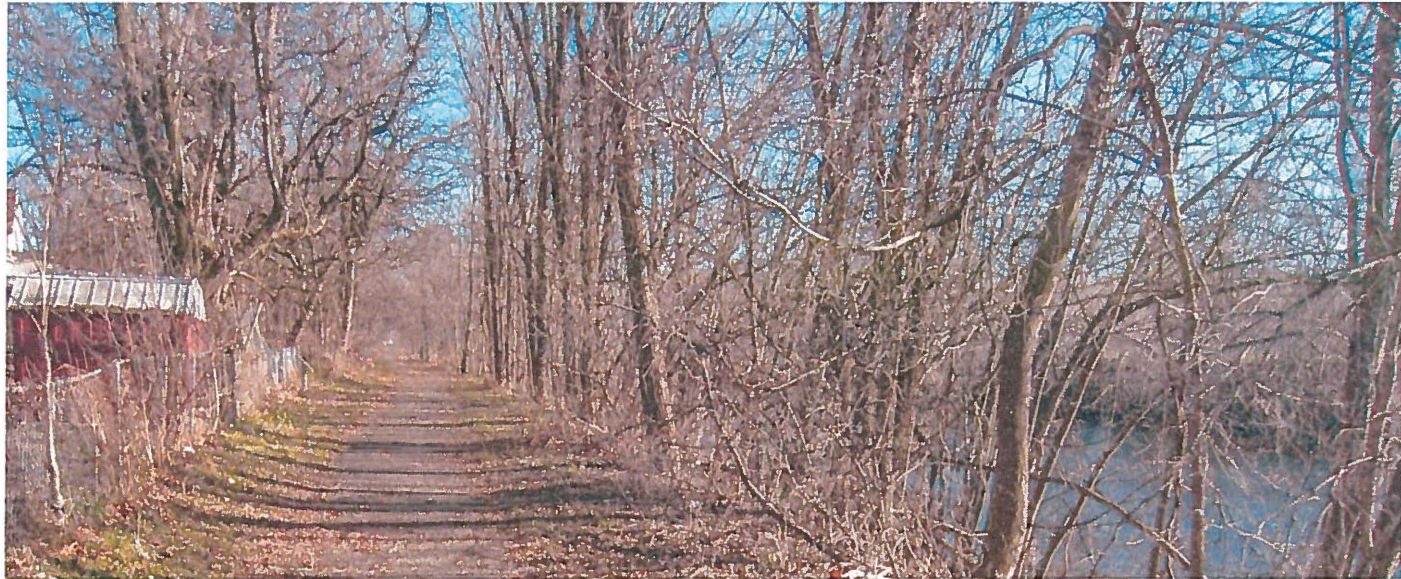
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- c) develop parks in a manner that will allow for updating as the desires and requirements of future residents change with time;
- d) strive to ensure that community facilities may be used throughout the year; and
- e) strive to achieve the strategic goals and objectives of the *Recreation and Leisure Master Plan, 2010*, as amended.

### **3) To establish a linear park system for the Town, the Town shall:**

- a) Identify through the *Recreation and Leisure Services Master Plan, 2010*, a trail route that will link major parks, residential neighbourhoods, major community facilities and the Central Business District as a linear park.





## **10-0 PUBLIC AND INSTITUTIONAL LAND USE**

The Town features a number of institutional land uses, offering services on a local, regional, and in some cases, a provincial scale. The location of these institutions is an important consideration as they affect the future role of the Town as a regional service centre and can influence the costs associated with their development. Other impacts of institutional facilities include changes in traffic patterns, population growth and future adjacent land uses.

### **GOVERNMENT:**

Barrhead serves as a regional centre for a variety of services offered by the Government of Alberta. Several government departments have regional offices in the community. The Town is also home to the Alberta Distance Learning Centre which provides programming to Alberta students.

### **EDUCATIONAL SERVICES:**

The Town currently has a public kindergarten (ECS), elementary, junior high, and senior high school with a combined capacity for approximately 2,050 students. The Barrhead Public Library and Community Theatre are located on school property. The Barrhead and District Adult Learning Council is also located in the community.

### **COMMUNITY SERVICES:**

The Town supports a large number of community services which are used by residents in the Town and the surrounding area. Most of the land used for community services is for churches, seniors facilities, medical facilities and early childhood care services.

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The Town, through the following goals and objectives, will strive to coordinate the future development of community services and facilities through a cooperative effort with the community.

**1) To ensure that school authorities have sufficient land for new school sites, the Town shall:**

- a) invite dialogue from school authorities as part of the long range planning process to identify future school land needs.

**2) To encourage the development of public facilities in a manner that will be compatible with adjoining land uses, the Town shall:**

- a) ensure that major facilities are located in areas where adverse impacts on adjoining land uses are minimized;
- b) use, where practical, buffers, vegetation, road connections, building and parking layouts to enhance the attractiveness of the site; and
- c) provide connections for pedestrian access from the surrounding neighbourhood.

**3) To ensure that community facilities and services remain relevant as population growth and needs change over time, the Town shall:**

- a) work with community organizations and users to determine effective measures that be taken to maintain user satisfaction and to revitalize facilities to maintain their attractiveness to the community as a place to work and play.

**4) To enhance the role of Barrhead as a regional service centre, The Town shall:**

- a) continue to promote and to attract advanced social, medical and other governmental services to locate in Barrhead; and

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- b) utilize government grants and programs that can be effectively used to assist in the further development of the Town as a location for government services.

**5) To provide additional public and not for profit housing opportunities for senior's and supportive living housing in the community, the Town shall encourage:**

- a) new seniors and supportive living housing to locate in areas that provide access to shopping areas and public facilities;
- b) seniors and supportive living housing to locate in areas that enhance opportunities for social interactions between the residents and the surrounding community through access to shopping centres, public facilities, and parks; and
- c) seniors and supportive living housing to locate in areas that are family oriented to enhance the social structure of the community.

**6) To provide and environment for a wide range of child care services within the community, the Town shall through the Land Use Bylaw:**

- a) provide a framework for day care services as an accessory use to commercial businesses; and
- b) allow for day care services to be established in residential areas in a manner that is compatible and not disruptive to residential neighbourhoods.



## **11-0 TRANSPORTATION**

Barrhead has benefited through being at a crossroads of two major regional highways (Highway No. 18 and 33) and in proximity as a service centre to the oil and gas fields on the Grizzly Trail. The Town also features an airport and a medical related heliport. The Town is not adversely impacted by major petroleum pipeline infrastructure or other industrial corridors.

### **ROADWAYS:**

Roads are identified through a road hierarchy because of the important relationship between transportation and land use planning. Roads within the Town consist of the provincial highway network and local municipal roads which are designed to encourage the efficient and unimpeded movement of people, goods, and services through the community. Local roads within the corporate limits of the Town are constructed to the standards of the Town while the provincial highways are to a provincial standard.

Provincial Highway corridors are comprised of Highway 33 and Highway 18.

- Highway No. 33 enters Barrhead from the south and continues northwards through the Town to a highway intersection north of Barrhead.. Highway No. 33 continues westwards north of the Town, linking Barrhead to the oil and gas fields in the Swan Hills area.
- Highway Number 18 enters Barrhead from the west, providing a link to the Thunder Lake area and Whitecourt. Within the Town the highway becomes 53<sup>rd</sup> Avenue, then intersects with 49<sup>th</sup> Street (north) to the northern boundary of the community.

Current challenges with the provincial highway network are primarily issues related to commercial access onto 49<sup>th</sup> Street north of 53<sup>rd</sup> Avenue.

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### *AVIATION:*

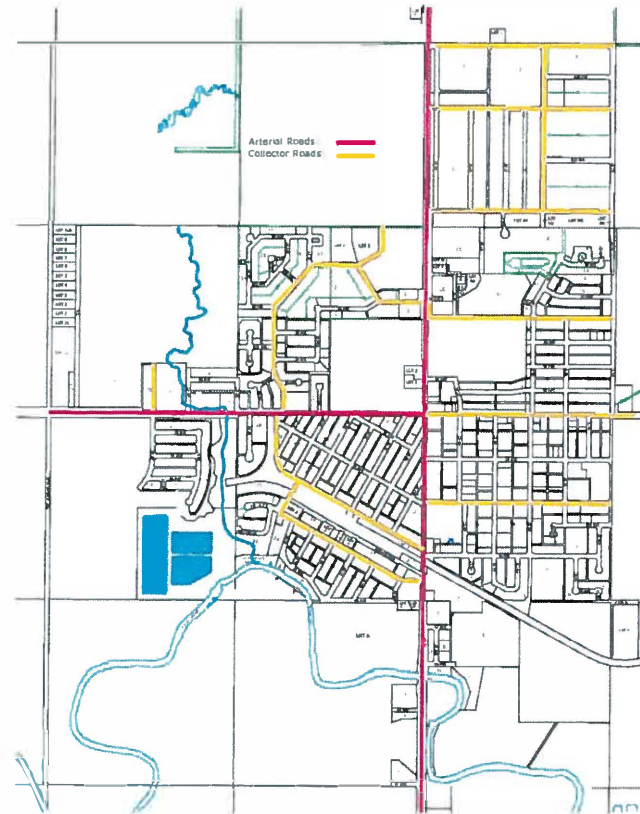
Barrhead's airport is located in the County of Barrhead, approximately 2.4 kilometres (1.5 miles) southwest of Town. The airport is classified as a light commercial airport and features a 1067 metre (3500 feet) paved and lighted runway and a GPS approach system (WASS system). A helipad at the Barrhead Healthcare Centre provides direct EMS services to the community and region.



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**1) To provide for an efficient road system within the Town, a road hierarchy shall be established, based upon the following principles:**

- a) Arterial roads with a right of way generally between 30.5 and 60 metres in width (100 to 200 feet) will be established as described on the Future Land Use Map. Arterial roads are the principal road network within the Town with limited direct access from individual parcels in order to facilitate traffic movements. On street parking is very restricted on arterial roads.
- b) Collector Roads are designed to link local neighbourhoods to arterial road networks. Right of way widths on collector roads are generally a minimum of 20 metres (66 feet). Collector roads are to be designed to minimize the number of accesses from individual parcels.
- c) Local Roads are designed to carry low levels of traffic volume and provide access to individual parcels. Right of ways are generally a minimum of 18.2 metres (60 feet), though alley access is also appropriate on local road networks. Cul-de-sacs should be no longer than 100 metres (328 feet) in length, measured from the centre of the road between the start of the road to the centre of the bulb.



**2) To provide an effective pedestrian transportation system, the Town shall:**

- a) require detached sidewalks with a minimum width of 1.2 metres (4 feet) shall be located along the inside boundary on one side of an arterial right of way. Evaluation of frontage requirements for pedestrians may require sidewalks to be placed on both sides of the right of way;

- b) require as a minimum standard for sidewalks to be placed on one side of a local street sidewalk. Preferred locations are the north side on east-west streets and the east side and north-south streets to maximize the amount of sunshine hours on the sidewalk;
- c) require a vegetated buffer strip between the sidewalk and the curb on arterial right of ways outside of the CBD;
- d) work with Alberta Transportation to establish pedestrian friendly crossings on arterial roads; and
- e) Ensure that sidewalks are wheelchair friendly.

**3) To provide appropriate and efficient parking infrastructure, the Town:**

- a) May establish a development parking levy as part of the subdivision and development process to fund parking facilities;
- b) shall require all development to comply with on-site parking requirements as described in the Land Use Bylaw; and
- c) may require allotments of parking stalls in commercial areas or seniors housing areas for handicapped or other specialized types of parking.



## **12.0 ENVIRONMENT**

Barrhead is located in the midst of land that has been farmed for the past ninety years. Outside of the river valley areas, much of the quality of life is influenced to a great extent by both the physical and man made environments. Clean air, clean water, efficient transportation systems, efficient waste management, and the presence of educational, medical and recreational facilities all contribute to the quality of life.

Barrhead is an attractive community due in part to its environmental attributes. These include a natural water course, open space, well maintained buildings, clean air and high quality potable water. The following objectives and policies are intended to assist with the maintenance and management of the natural environment of the Town in a manner that will maximize the positive attributes that the natural environment has on the community and its residents.

### **1) To conserve and maintain natural features within the community, the Town shall:**

- a) require landscaping and vegetative buffers around natural features as a means to protect naturally occurring flora and fauna;
- b) require landscaping on all greenfield subdivisions to enhance the property and contribute to the environmental attractiveness of the new neighbourhood;
- c) encourage additional landscaping and vegetation such as new trees to be planted as part of in-fill development; and
- d) develop a tree planting program for boulevards, parks and open spaces.

### **2) To safeguard the Town from hazardous and obnoxious uses and activities, the Town shall:**

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- a) not permit development of land uses which will adversely affect the quality of life in the Town or pose a health and safety risk through air, water, noise or vehicular traffic;
- b) prohibit development that would be detrimental to the slope stability of the Paddle River Valley and ravine environment;
- c) prohibit development within the Town that requires an evacuation or buffer distance from parcels that includes or may include facilities such as schools, medical centres or senior's homes.

### **3) To maintain the natural ecosystem and protect the integrity of the Paddle River valley, the Town shall:**

- a) require proposed development within 30 metres of the top of bank of the Paddle River to be supported by relevant professional engineering evaluations such as geotechnical and slope stability to minimize slope stability concerns to the satisfaction of the approving authority;
- b) limit development within the 1 in 100 year flood plain (636 A.S.L) to passive recreational, public works and in-fill subdivisions;
- c) require that all development within a flood hazard area to conform to flood-proofing standards;
- d) work with Alberta Environment to ensure that the flood plain elevation identified for the Paddle River is current; and
- e) work with stakeholders to ensure that upstream water quality is maintained or enhanced.

## **13-0 UTILITIES AND SERVICING**

### ***WATER SUPPLY***

Barrhead's plentiful and reliable water supply is obtained from the Paddle River. A water treatment plant is located in the southwest corner of Barrhead, north of the Paddle River and a one million gallon water reservoir is located in the industrial area. The Town has planned and performed upgrades to its water treatment plant to support a growing population and supporting commercial/industrial base for an overall service population of 5500 people.

### ***SEWAGE TREATMENT***

Barrhead's sewage treatment facilities are located just outside of Barrhead's limits to the southeast. Sewage is treated through an aeration system. The Town's eight inch gravity lines are all connected to the lagoon. The sewage treatment plant has capacity to serve 12 000 people.

### ***SOLID WASTE DISPOSAL***

The Town and County of Barrhead uses a regional landfill to dispose of solid waste. The landfill is located five miles west and two miles north of the Town of Barrhead. An alternate location for a new landfill site has been acquired in the S ½ of 4-60-3-W5M.

### **ROADWAYS**

The Town currently has 61 km of roadways that are within the jurisdiction of the Town. This includes arterial, collector, local roads and an extensive network of alleys. Highways no. 18 and 33 are historically maintained by the Province of Alberta through Alberta Transportation.

#### **1) To facilitate extension of municipal services to adjoining lands, the Town shall:**

- a) ensure that new areas are developed to a service standard that will efficiently service the proposed development; and
- b) require, where necessary, that services be installed in excess of the necessary capacity to allow for expansion into adjacent lands;

#### **2) To ensure an efficient, effective policy framework to the provision of services to adjoining lands, the Town should:**

- a) prepare and maintain an overall servicing and community drainage plan for all lands within the corporate boundary of the Town of Barrhead. The servicing plan shall include roadways and all municipal utilities such as water, sanitary and storm sewer, and drainage; and
- b) prepare a municipal servicing standards policy for all services that are provided by the municipality.

**3) To allow for staged servicing, the Town:**

- a) may allow temporary self-serviced (water and sewer) development on a parcel provided the parcel will connect to municipal services once they are within 100 metres of the building site;
- b) may consider low pressure systems as an alternative to full services provided on-site fire control infrastructure is provided and the low pressure system will not impair the future extension of full municipal services to adjoining lands; and
- c) may participate in the funding of needed infrastructure that will benefit parcels in addition to parcel under development consideration.

**4) To provide a high quality infrastructure service standard within the community, the Town shall:**

- a) maintain a capital works program to upgrade or replace needed infrastructure once it nears the end of its service life; and
- b) require developers to upgrade existing utilities to modern service standards as part of an in-fill development or anywhere that sub-standard utilities are needed to be replaced as part of the development process.

**5) To allow for the implementation of alternative energy technologies, the Town:**

- a) may consider the on-site energy systems as an alternative to natural gas and/or electricity where the proposed energy system complies with the Alberta Safety Codes Act and is supported by qualified engineering evaluations as a self-supporting energy system; and
- b) shall require main line services to be installed except where the entire neighbourhood is to be serviced through a system described in (5)(a) above.



## **14.0 RESERVES**

Reserve lands are dedications of land through the subdivision process for a public use or public/environmental benefit. Reserve lands can be dedicated under a variety of forms through Part 17 of the MGA and this Plan. The following policy directions describe the desired application of reserve lands within the Town.

Environmental Reserve is intended to be applied towards land that is environmentally sensitive. Though dedications may be in the form of land or an easement; the preferred form is land where there is an identified recreational opportunity, a need for public access or if it is in the public interest to place the subject land under public ownership. Typical uses of environmental reserve in the form of an easement would be within a condominium setting or when retention of private ownership is supported as a proper land use practice.

Community Services Reserve may be acquired where a parcel of land has been identified for a suitable public use such as a library, fire hall, municipal facility, affordable housing or a not-for-profit use. It is expected that community services reserve will not be considered unless reserve lands for recreational use have been satisfactory allocated on the parcel.

Conservation Reserve may be acquired by the Town to serve the public interest in preserving wildlife corridors or environmentally significant lands, subject to compensation and ineligibility of the land to be dedicated as environmental reserve.

School Reserves or Municipal and School Reserves may be allocated for land to support the development of a school site within the Town.

Municipal Reserves may be taken in the form of land or money in lieu, primarily for the purpose of providing land for park, open space, trails and recreational facilities.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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- Municipal reserve for tot lots shall have a minimum lot area of 500 m<sup>2</sup>.
- Municipal Reserve land for parks shall have a minimum area of 0.4 ha.
- Municipal Reserve may be used as a buffer area between residential and other uses where the reserve can be also be used for a recreational purpose.
- Municipal Reserve shall not be used solely for the purpose of accommodating a berm, sound barrier, swale or other infrastructure.
- Money in lieu of reserve shall be considered where the amount of reserve in the form of land is insufficient to be applied for one of the above applications.



## **15.0 SOUR GAS FACILITIES**

Pursuant to the provisions contained in Part 17 of the MGA, the Town supports the requirements to consult with the Alberta Energy Regulator and Alberta Utilities Board regarding Development that is in proximity to sour gas facilities.

Historically, the Town has not had any petroleum exploration facilities of any kind within its corporate limits and does not anticipate any sour gas facilities in the future.

## **16.0 FUTURE LAND USE MAP**

The following land use classes are intended as a general guide to the Future Land Use Map described in Schedule "A". In no way are the boundaries of the various land use classes to be regarded as absolute or inflexible. Where appropriate, based upon valid land use planning criteria, minor variances to the boundaries of the various land use classifications may be considered.

The following are a highlight of the general future land use classifications that are to be used in the Town of Barrhead. It is intended that these classifications be applied in conjunction with the policies contained in the Plan.

### **RESIDENTIAL:**

Areas described as residential shall be predominantly used for residential type development. Where appropriate, non residential uses which support the residential neighbourhood (i.e. places of worship, institutional facilities, parks and open space, or neighbourhood variety or convenience services) may be located in residential neighbourhoods.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### ***CENTRAL BUSINESS DISTRICT:***

The existing central business district is highly developed and features a variety of land uses such as department stores, professional offices, institutional centres, and personal service establishments. To maintain the vitality of the commercial core of the Town of Barrhead, it is important that the central business district be encouraged to grow as a single area as opposed to having a number of commercial areas located in various parts of the community.

It is intended that the non-commercial uses which are located within the future CBD expansion area be converted to commercial uses over the long term and that existing residential and other uses be allowed to continue where feasible and practical.

### ***NEIGHBOURHOOD COMMERCIAL:***

Neighbourhood commercial uses may be developed in existing residential subdivisions in accordance with the policies contained in this Plan. New residential subdivisions described in an area structure plan or outline plan should include areas for neighbourhood commercial use where desired during the plan preparation process. No lands are currently designated for neighbourhood commercial under this Plan.

### ***ARTERIAL COMMERCIAL:***

Arterial oriented commercial areas are almost exclusively accessed through service roads along Highway No. 33 (49<sup>th</sup> Street) north of 58<sup>th</sup> avenue. Predominant uses in these areas are to be those which are intended to serve the traveling public and those which require large outdoor areas for retail sales.

Shopping centres may be located within arterial commercial area provided they conform to the policy directions provided in this Plan.

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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### ***INDUSTRIAL:***

An industrial area has been established in the Town for those lands which are accessible to designated truck routes and to Highway 18 & 33. In other areas, light industrial, manufacturing and fabricating, and certain commercial uses which benefit from an industrial location may be established.

### ***RECREATION/OPEN SPACE:***

Recreation and open space areas as designated in this Plan are areas that are to remain in their natural state with minimal development (open space areas) or areas that are to be used for recreational use such as golf courses, and sports fields.

### ***INSTITUTIONAL:***

Institutional uses are predominantly non-commercial uses which are used to serve the residents of the community and the surrounding area. This includes facilities such as the water storage reservoir, large school sites, the hospital, and other areas. Institutional uses may also be found in other designated areas such as the Central Business District (Town Office) or various places of worship in the residential areas of the Town of Barrhead.

### ***ENVIRONMENTALLY SENSITIVE:***

Environmentally sensitive areas are those lands which are deemed by the Town to be unsuitable for urban development beyond low impact recreational uses such as walk trails and the golf course. Much of the environmentally sensitive land within the Town consists of the banks of the Paddle River and the surrounding flood plain.

Historically, some development has taken place along the fringes of the flood plain area. As such, land which can be adequately flood-proofed for use along the fringe of the environmentally

## ***TOWN OF BARRHEAD MUNICIPAL DEVELOPMENT PLAN***

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sensitive classification area may be utilized for use in accordance with the adjacent land use classification if the land use determined to be suitable for the proposed use.

### ***FUTURE CONSIDERATION:***

The Town enjoys a significant amount of land that is undesignated for future land use. Development of these lands will likely require the preparation of an area structure plan as part of any major development proposal.

## **17.0 IMPLEMENTATION AND REVIEW**

The policies contained in this section are designed to support, strengthen or complete the proceeding goals and policies contained in this municipal development plan.

### ***MONITORING OF THE MUNICIPAL DEVELOPMENT PLAN***

The Town will monitor the operation of this Municipal Development Plan to ensure that the Plan remains a viable, current, and most importantly, a useful document. The following actions may be used when monitoring this Municipal Development Plan.

- (a) an annual review of land use changes and development trends;
- (b) the identification of land use related issues; and
- (c) communication and consultation with interest groups.

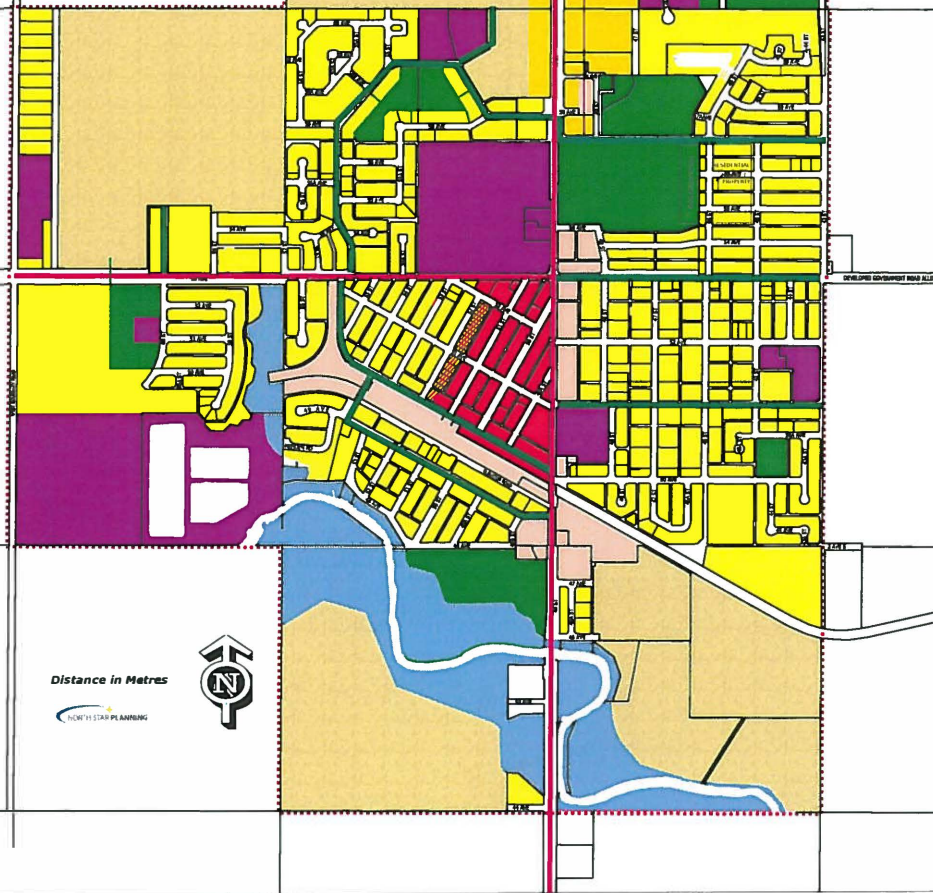
### ***ANNEXATION***

Annexation shall be performed in accordance with the provisions of the Barrhead Intermunicipal Development Plan and the requirements of the Municipal Government Board.



**MUNICIPAL DEVELOPMENT  
FUTURE LAND USE MAP**

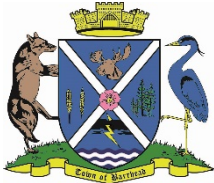
- RESIDENTIAL
- COMMERCIAL - GENERAL
- COMMERCIAL - ARTERIAL
- COMMERCIAL - CENTRAL BUSINESS DISTRICT
- COMMERCIAL - CBD EXPANSION
- INSTITUTIONAL
- INDUSTRIAL
- RECREATION
- ENVIRONMENTAL
- FUTURE
- ARTERIAL ROADWAY
- COLLECTOR ROADWAY



Distance in Metres

1000 METRES





# REQUEST FOR DECISION

---

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Main Street Traffic Lights

---

## 1.0 **PURPOSE:**

For Council to accept the report relating to the cost estimate for the replacement of the main street traffic lights, as information.

## 2.0 **BACKGROUND AND DISCUSSION:**

During the May 28, 2019 Council Meeting, Council passed the following resolution:

*Moved by Councillor Assaf to direct Administration to research a cost estimate on new traffic lights on mainstreet.*

(Resolution 164-19)

Administration obtained estimates from two separate engineering firms.

The details are as follows:

|                       |                   |                  |
|-----------------------|-------------------|------------------|
| <u>Estimate No. 1</u> | Construction cost | 287,465.00       |
|                       | Engineering       | <u>27,800.00</u> |
|                       |                   | 315,265.00       |
| <u>Estimate No. 2</u> | Construction cost | 204,000.00       |
|                       | Engineering       | <u>30,600.00</u> |
|                       |                   | 234,600.00       |

## 3.0 **ALTERNATIVES:**

3.1 Council receives this report relating to the cost estimates for the replacement of the main street traffic lights, as information.

3.2 Council instructs Administration to include the cost estimates for the replacement of the main street traffic lights into the 2020 Capital Budget for further deliberation.

**4.0 FINANCIAL IMPLICATIONS:**

None – should no further action be taken.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

With the recent research undertaken, the current cost to replace the traffic lights on main street are known to all stakeholders.

**8.0 ATTACHMENTS:**

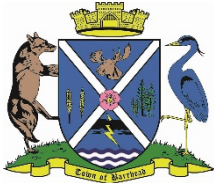
None

**9.0 RECOMMENDATIONS:**

To receive this report relating to the cost estimates for the replacement of the main street traffic lights, as information.

Edward LeBlanc  
CAO





# REQUEST FOR DECISION

---

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Health and Safety Policy

---

## **1.0 PURPOSE:**

For Council to approve the revised Health and Safety Policy, as presented.

## **2.0 BACKGROUND AND DISCUSSION:**

On November 14, 2017 Council approved a Health and Safety Policy. With every change in the position of Chief Elected Officer and/or Chief Administrative Officer, the Policy is presented to Council for endorsement in order to have a duly current policy in place.

## **3.0 ALTERNATIVES:**

3.1 Council approves the revised Health and Safety Policy, as presented.

3.2 Council instructs Administration to provide further information to the revised Health and Safety Policy and to bring back the information at the next Council Meeting.

## **4.0 FINANCIAL IMPLICATIONS:**

None

## **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

The Health and Safety Policy along with the overall Health and Safety Plan affects every municipal Department and staff member.

## **6.0 SENIOR GOVERNMENT IMPLICATIONS:**

A Health and Safety Plan is mandated by the Province.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

To ensure the Town's Health and Safety Plan is kept current.

**8.0 ATTACHMENTS:**

8.1 Current Health and Safety Policy dated November 14, 2017.

8.2 Revised Health and Safety Policy.

**9.0 RECOMMENDATIONS:**

Council approves the revised Health and Safety Policy, as presented.

Edward LeBlanc  
CAO



## Town of Barrhead Health and Safety Policy

The Town of Barrhead is committed to the protection from accidental loss of all its resource, including employees and physical assets.

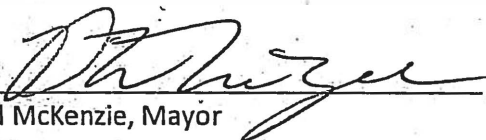
Employees at every level are responsible and accountable for the municipality's health and safety performance. Active participation by everyone, every day, in every job is necessary for the safety excellence this municipality expects.

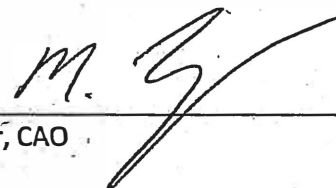
Management will set an example and provide leadership in the health and safety program. Management will set safe work practices and procedures, and provide proper equipment and training. Employees are responsible for following all procedures, working with an awareness of health and safety, and cooperating in working towards improved health and safety conditions at work.

Contractors and their employees are expected, in addition to observing the Alberta Occupational Health & Safety Act, to familiarize and comply with the Town of Barrhead Health & Safety Policies, Directives, Safe Work Practices and Procedures.

Employees at every level should be familiar with the requirements of the Alberta Occupational Health and Safety Legislation as it relates to their work processes.

Our goal is a healthy, injury free workplace for all employees. By working together in all parts of this program, we can achieve this goal.

  
David McKenzie, Mayor

  
Martin Taylor, CAO

November 14,  
Council Approval Date

# Town of Barrhead

## Health and Safety Policy

The Town of Barrhead is committed to the protection from accidental loss of all its resource, including employees and physical assets.

Employees at every level are responsible and accountable for the municipality's health and safety performance. Active participation by everyone, every day, in every job is necessary for the safety excellence this municipality expects.

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Our goal is a healthy, injury free workplace for all employees. By working together in all parts of this program, we can achieve this goal.

---

David McKenzie, Mayor

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Edward LeBlanc, CAO

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Council Approval Date

## Edward LeBlanc

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**From:** Edward LeBlanc  
**Sent:** June 13, 2019 3:17 PM  
**To:** Ross Pentney  
**Subject:** RE: Town of Barrhead Safety Policy

Ross,

Thank you for the submitted policy.

I checked and discovered the proposed policy is identical to our existing one – excluding the change of the CAO.

I will present this policy to Council during the June 25<sup>th</sup> meeting for their consideration.

In the interim, please contact me should you have any questions.

Have a safe day.

*Edward LeBlanc*  
Chief Administrative Officer  
Town of Barrhead  
Ph: 780-674-3301  
Fax: 780-674-5648



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

---

**From:** Ross Pentney  
**Sent:** June 6, 2019 3:28 PM  
**To:** Edward LeBlanc <ELeBlanc@barrhead.ca>  
**Cc:** Cheryl Callihoo <CCallihoo@barrhead.ca>  
**Subject:** Town of Barrhead Safety Policy

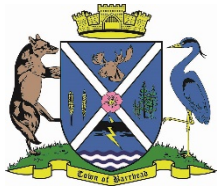
Hi Edward

Here is the safety policy, you can make changes if you like and then should go to council for approval and signing.

It can then be distributed to the departments for posting.

Thank you

*Ross Pentney*  
Ross Pentney  
Operator Town of Barrhead Water Treatment Plant / Safety Coordinator  
P. O. Box 4189



Item No. 7(b)

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** 2019 Alberta Coordinated Action for Recycling Enterprises Conference

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## 1.0 **Purpose:**

For Council to potentially authorize some members of Council to attend the 2019 Alberta Coordinated Action for Recycling Enterprises (CARE) Conference.

## 2.0 **Background and Discussion:**

Alberta Coordinated Action for Recycling Enterprises (CARE) will be hosting a conference on September 4<sup>th</sup> – 6<sup>th</sup> in Peace River.

In respect to the mandate of CARE, the following information was found on their web-site:

*Since 1994 **Alberta CARE**, formerly Northern CARE, has worked in cooperation with many different government organizations, industries, recycling groups and non-profit societies – all with the intent of increasing the viability of recycling initiatives in Alberta. By working together, we can achieve a reduction in the amount of waste going into our landfills.*

**Alberta CARE**, in cooperation with Alberta municipalities and organizations, focuses on:

- *Coordination of regionally-based recycling projects and programs*
- *Promotion and education of the benefits and importance of recycling*
- *Increasing public awareness of recycling opportunities and challenges*
- *Connecting varied private and public interests in relation to the coordination of recycling initiatives and in some cases, playing a leadership role in same*

- *Identifying potential economic development opportunities associated with recycling and waste management initiatives*

### **3.0 Alternatives:**

- 3.1 Council authorize individual members of Council who are interested to attend the 2019 Alberta Coordinated Action for Recycling Enterprises (CARE) Conference held on September 4<sup>th</sup> – 6<sup>th</sup> in Peace River.
- 3.2 Council accepts this report relating to the upcoming 2019 Alberta Coordinated Action for Recycling Enterprises (CARE) Conference held on September 4<sup>th</sup> – 6<sup>th</sup> in Peace River, as information and no further action be taken.

### **4.0 Financial Implications:**

Registration is set at \$425.00 per delegate with a 10% for registration of three or more delegates.

### **5.0 Interdepartmental Implications:**

Senior staff will attend the noted event, if time permits.

### **6.0 Senior Government Implications:**

Not applicable

### **7.0 Political/Public Implications:**

Should some of the Town's elected officials attend the noted conference, it would provide them with an opportunity to network with their fellow colleagues to discuss relating issues and to share best practices.

### **8.0 Attachments:**

- 8.1 Alberta Coordinated Action for Recycling Enterprises (CARE) conference brochure.

### **9.0 Recommendations**

Council authorize individual members of Council who are interested to attend the 2019 Alberta Coordinated Action for Recycling Enterprises (CARE) Conference Held on September 4<sup>th</sup> – 6<sup>th</sup> in Peace River.

Edward LeBlanc  
CAO



# 19th Annual Alberta CARE Conference

Please forward registrations & payment to:  
ALBERTA C.A.R.E.  
Linda McDonald, Executive Director  
5212-49 Street  
Leduc, AB T9E 7H5  
Toll Free: 1.866.818.CARE (2273)  
Cell: 1-780-668-6767  
Fax: 780.980.0232  
Email: [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)  
Web: [www.albertacare.org](http://www.albertacare.org)

## Who Should Attend?

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

**Silent Auction**  
Going once...  
Going twice...

Beginning September 4th  
Ending September 5th at 8pm

# 19th Annual Alberta CARE Conference

September 4th-6th

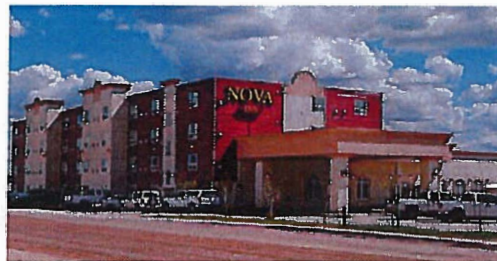
# 2019

## Accommodations

Nova Inn Peace River  
8010 100 Avenue  
Peace River, AB  
1-780-618-1999

Best Western Plus  
8016 99 Avenue  
Peace River, AB  
1-780-617-7600

Book Accommodation under  
Alberta CARE



Nova Inn Peace River



Best Western Plus

# 19th Annual Alberta CARE Conference

September 4th- 6th

# 2019

Chateau Nova Peace River **Room 7 2019**  
10010-74 Street, Peace River, AB  
1-780-624-3344



Town of Peace River, AB



Northern Sunrise County, AB



Village of Nampa, AB



## Wednesday, September 4th

9:00 - 5:00 p.m. Registration and Exhibit Set Up

11:00 a.m. Light Lunch at Nova Chateau Hotel

12:30 p.m. **GOLFING:**  
(Half hour drive to golf course)  
• Heart River Golf Club, Nampa, AB  
9 Holes or Double Rounds

OR

12:30 p.m. **TOUR #1** (Buses Provided)

- Peace Regional Landfill
- Marie Reine Transfer Station
- Peace River Eco Centre
- "TERMINATOR" DEMO
- K&K Recycling DEMO

OR

**Tour #2** (Seating Limited)

River Boat Tour of the Mighty Peace River  
and Smoky River

5:00 p.m. **COCKTAILS** (Cash Bar)

6:00 p.m. Welcoming Remarks from the Mayor  
of Peace River  
Welcoming Remarks from the Reeve  
of Northern Sunrise County  
Welcoming Remarks from the Mayor of Nampa  
Welcoming Remarks from Legislature

6:30 p.m. **BUFFET BANQUET**

8:00 p.m. Entertainment

**\$425.00 Registration Per Person**  
Register 3 or more Delegates  
and receive a....

**10% Discount!**

**This Conference is Alberta Environment approved  
for Continuing Education Units**

## Thursday, September 5th

7:00 a.m. **HOT BUFFET BREAKFAST & Exhibit Viewing**

8:00 a.m. Welcome – Tom Moore, Chairman, Alberta CARE

8:15 a.m. Joint Overview of the Peace Region - Economical and  
Community Development  
Mayor Tom Tarpey and Reeve Carolyn Kolebaba

9:00 a.m. **MERCER, Peace River Pulp Ltd. Overview**  
Tom Tarpey, Environment Manager  
(Coffee Side Board During Morning Sessions)

9:45 a.m. Gov't of Canada's Proposed Regulations Amending  
the Fertilizer Regulations, the Impact on Compost  
Canadian Composting Council

10:30 a.m. "Problems in our Piles" - Compost Concerns and  
Implications for Municipalities  
Peter Duck, Regional Coordinator, Bow Valley, AB

11:15 a.m. Mechanical Processing of Solid Waste and Biomass  
to reduce Landfill Volumes by Komptech Canada

**NOON BUFFET LUNCHEON**

1:00 p.m. **TOUR #3** (Buses Provided)

- MCW Apiaries Ltd.
- Entrepise Lavoie  
(Anyone who has been out of the Country in the past week  
cannot enter the Dairy Barn)
- Nampa Museum Tour
- Baytex Energy Center

OR

**TOUR #4** (Seating Limited)

River Boat Tour of the Mighty Peace River  
and Smoky River  
OR

More Golfing (on your own) at  
Heart River Golf Club (9 holes)  
or the Peace River Golf and Country Club (18 holes)

5:00 p.m. **COCKTAILS** (Cash Bar)

6:00 p.m. Municipal Collection Site Awards  
Alberta Recycling Mgmt Authority

6:30 p.m. **BUFFET BANQUET**

9:00 p.m. **HOSPITALITY EVENING** - Hosted by K&K Recycling  
Mr. Mike's Restaurant  
8006 - 99 Avenue, Peace River, AB

## Friday, September 6th

7:00 a.m. **HOT BREAKFAST BUFFET & Exhibit Viewing**

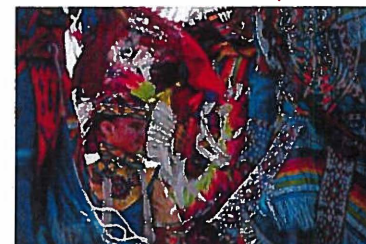
8:15 a.m. **Hydro Vac Challenges**  
Tom Moore, Commission Manager,  
Westlock Regional Waste Commission &  
Carole Nelson, Alberta Environment Waste  
Specialists

9:00 a.m. Overview of the July, 2019 Plastic Retail Bag  
Ban & Bylaw for the City of Westaskiwin, AB

9:45 a.m. Update of the AG Plastic Recycling Project  
Al Kemmere, Chairman of the  
Regional Municipalities of Alberta (RMA)

11:00 a.m. Closing Remarks -  
Tom Moore, Chairman Alberta CARE

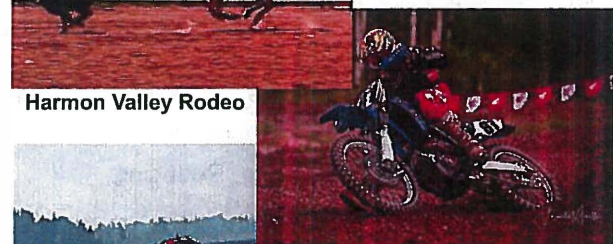
(Coffee Side Board During Morning Sessions)



**Pow Wow**



**PeaceFest**



**PRMX Motocross Races**



**World Jet Boat Championships**

**ALBERTA Coordinated Action for  
Recycling Enterprises (CARE)**  
1-866-818-2273 Toll Free  
1-780-980-8089 Phone 1-780-668-6767 Cell  
1-780-980-0232 Fax

**Cancellation Deadline**  
**August 23rd 2019**

Printed on 100% Post-Consumer Recycled Paper



# Registration Form

## ALBERTA CARE Conference 2019

September 4th-6th, 2019 Chateau Nova Hotel  
Accommodation: 780-618-1999 Nova Inn - Block of Rooms under Alberta CARE  
Peace River, AB

Names: \_\_\_\_\_

\_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### **NO CHARGE FOR TOURS:**

Please indicate the number attending Wednesday Tour #1 \_\_\_\_\_

Please indicate the number attending Wednesday Tour #2 Boat Tour \_\_\_\_\_

Please indicate the number attending Thursday Tour # 3 \_\_\_\_\_

Please indicate the number attending Thursday Tour #4 Boat Tour \_\_\_\_\_

Golf Fees 9 Holes \$31.50 with 1/2 Cart (GST included) \$ \_\_\_\_\_

Sub Total \$ \_\_\_\_\_

Conference Fee: \$425.00 p.p \$ \_\_\_\_\_

LESS 10% ( if 3 or more attend) \$ \_\_\_\_\_

GST \$ \_\_\_\_\_

### **Spouses or Guests attending meals:**

Breakfast Buffet @ \$25.00 p.p. \$ \_\_\_\_\_

Luncheon @ 30.00 p.p. \$ \_\_\_\_\_

Buffet @ 60.00 p.p. \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

**FAX TO:** 780-980-0232

**MAIL PAYMENT TO:** Alberta CARE, 5212 49 Street, Leduc, Alberta T9E 7H5

**EMAIL:** [executivedirector@albertacare.org](mailto:executivedirector@albertacare.org)

Please indicate any food allergies: \_\_\_\_\_



# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Barrhead Library Board Bylaw

---

## **1.0 PURPOSE:**

For Council to ratify the Barrhead Library Board Bylaw, as requested by the Barrhead Public Library.

## **2.0 BACKGROUND AND DISCUSSION:**

The Barrhead Library Board has given third reading to their Bylaw 1-2019 which updates Bylaw 1-2004 and are requesting that Town Council ratify the bylaw as they did in 2004.

The following are the changes from the previous Bylaw:

- Name change to Barrhead Library Board from Town of Barrhead and the County of Barrhead No. 11 Library Board
- Library fees increase:
  - Senior \$10.00 from \$5.00
  - Family \$25.00 from \$20.00

## **3.0 ALTERNATIVES:**

- 3.1 That Council ratify the Barrhead Library Board Bylaw 1-2019 as presented and requested by the Barrhead Public Library.
- 3.2 That Council instruct Administration to obtain further information, as directed from the Barrhead Public Library and report back at the next Council Meeting.

## **4.0 FINANCIAL IMPLICATIONS:**

Not Applicable

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited.

**8.0 ATTACHMENTS:**

8.1 Letter from the Barrhead Library Board Director dated June 19, 2019

8.2 Barrhead Library Board Bylaw 1-2019

**9.0 RECOMMENDATIONS:**

That Council ratify the Barrhead Library Board Bylaw 1-2019 as presented and requested by the Barrhead Public Library.

Edward LeBlanc  
CAO

## Cheryl Callihoo

---

**From:** Elaine Dickie  
**Sent:** Wednesday, June 19, 2019 1:41 PM  
**To:** Cheryl Callihoo  
**Subject:** Council ratification of Library Bylaw 1-2019 at next Council meeting, please?  
**Attachments:** Barrhead Library Board By-law 2019 FINAL.docx

June 19, 2019

Hello Cheryl

The Barrhead Library Board has given its 3<sup>rd</sup> reading to Barrhead Library Board Bylaw 1—2019. This is a revision and general tidy-up of its By-law 1-2004.

I enclose a copy of this revised by-law and request that Council ratify it as their earliest convenience.

Revisions are:

- 1.) Name Correction: Barrhead Library Board, changed in 2012 with Town 04-2012 Intermunicipal Library Board Agreement
- 2.) Increase in Library Fees (Schedule A) as follows:

|                         | Bylaw 1-2019 | Bylaw 1-2004 |
|-------------------------|--------------|--------------|
| Youth (no change)       | \$5          | \$5          |
| Senior                  | \$10         | \$5          |
| Family                  | \$25         | \$20         |
| Institution (no change) | \$50         | \$50         |

I have a signature page for all parties to sign. Please let me know when this has been ratified by Council and I will bring this page to the Town office for signing.

Thank you

Elaine Dickie  
Library Director

## **Barrhead Library Board By-laws 1-2019**

The Barrhead Library Board, hereto called "the Board", revises the following by-laws pursuant to the Libraries Act Chapter L-11, Section 36 (1) which provides for the rules and procedures necessary for the safety and use of public libraries. These by-laws replace Barrhead Public Library by-law 1-2004.

### **1. Interpretation**

1.(1) For the purpose of these by-laws, the expression:

- a) "Act" refers to the Libraries Act chapter L-11
- b) "Board" means Barrhead Library Board
- c) "Librarian" refers to an employee of the Library
- c) "Borrower" means the person to whom a library borrower card is issued.
- d) "Librarian" means the person(s) charge by the Board with the operation of the  
Barrhead Public Library or Neerlandia Public Library.
- e) "Library resources" means items for library use circulating or noncirculating may be held in the collection of the Board or borrowed on behalf of library users by the Barrhead Public Library or Neerlandia Public Library. These resources include but are not limited to books, magazines, newspapers, sound recordings, video recordings, av equipment, multimedia kits, toys and games.

1.(2) In these by-laws, unless the contrary intention should appear with in the context:

- a) words imparting male persons includes female persons.
- b) Words in the singular include the plural and words in the plural include the singular.
- c) Where a word is defined, other parts of speech and tenses of that word have corresponding meanings.
- d) Where a period of time dating from a given day, act or event, is prescribed or allowed for any purposes, the time shall be reckoned exclusively of such day or of the day of such act or such event.

## **Barrhead Library Board By-laws 1-2019 (cont.)**

### **2. Library Facility**

- Access to Public Library    2.(1)    The portion of the building used for public purposes is open to any member of the public free of charge during the hours of opening as set out in policy as set out in policy by the Barrhead Library Board.
- Conduct in Library        2.(2)    Any person using the library building shall conduct himself so as Not to disturb other library users.

### **3. Procedure of Acquiring a Borrower Card**

- 3.(1)    Any person who is resident in the Town of Barrhead or County of Barrhead No. 11 is eligible to apply for a borrower card.
- 3.(2)    A borrower's application pursuant to 3.(1) shall be in a form prescribed by the librarian, dated and signed by the applicant, or in the case of an applicant less than 14 years of age, signed by a parent or guardian, and is accompanied by the fee prescribed in Schedule A.
- 3.(3)    The librarian may issue a borrower card to a person who has made A borrowers request pursuant to 3.(1) and 3.(2).

### **4. Responsibilities of a Borrower**

- 4.(1)    A borrower card may only be used by the person to whom it has been issued.
- 4.(2)    A borrower shall notify the librarian of any change of postal address, telephone number and/or email address.
- 4.(3)    A borrower shall take proper care of any library resource entrusted to his care.
- 4.(4)    A borrower should return any library resource to the library on or before the due date as provided in Schedule B.

## **Barrhead Library Board By-laws 1-2019 (cont.)**

### **5. Loan of Resources**

|  |       |   |
|--|-------|---|
| No charge for use of library resources | 5.(1) | In accordance with the Libraries Act Section 36(3) there shall be no charge for the use of library resources. This includes library resources borrowed or acquired from other sources at the discretion of the Board.                                   |
| Library card fee                       | 5.(2) | A library borrower card may be issued, for a fee, by the librarian, to residents of the Town of Barrhead or County of Barrhead who wish to borrow library materials for use outside the Library facility. Borrower card fees are set out in Schedule A. |
| Loan period                            | 5.(3) | The loan periods for various library resources are set out in Schedule B.   |
| Amount to be Borrowed                  | 5.(4) | The number of library resources that may be borrowed at one time shall be in accordance with policy established by the Board.   |
| Reserve                                | 5.(5) | Library resources may be reserved in accordance with policy established by the Board.   |
| Renew                                  | 5.(6) | Library resources may be renewed in accordance with policy established by the Board.  |

### **6. Penalty Provision**

|                    |       |   |
|--------------------|-------|---|
| Late returns       | 6.(1) | The fines for late return of library resources are as set out in Schedule C.  |
| Damaged or lost    | 6.(2) | The fees and fines for damaged or lost library resources are as set out in Schedule C.  |
| Securing resources | 6.(3) | The procedures for demanding the return of overdue library resources are as set out in Schedule C.  |
| Revoking card      | 6.(4) | A borrower card may be revoked by the librarian for reasons set out in Schedule C.  |
| Appeal             | 6.(5) | A person who has had his borrowers card revoked pursuant to 6.(4) may, within 30 days of such revocation make an appeal in writing to the Board, setting out the grounds of the appeal. |
|                    | 6.(6) | On hearing an appeal pursuant to 6.(5), the decision of the Board is final and not subject to further appeal.   |



## **Barrhead Library Board By-laws 1-2019 (cont.)**

### **6. Penalty Provision cont.**

- 6.(7) In cases of serious dereliction, the Board may prosecute an offence. Such an offence is punishable under the Libraries Act section 41(1). The range of penalties applying on conviction for such offence is set out in Schedule C.
  
- 6.(8) Any fine or penalty imposed pursuant to an offence under 6.(7) ensures to the benefit of the Board in accordance with the Libraries Act section 42.

**Barrhead Library Board By-law 1-2019**

**SCHEDULE A – BORROWERS CARD FEES**

- 1) The library shall charge an annual borrowers card fee to all persons wishing to borrow library resources.
- 2) A borrower card shall be issued to a borrower who is a resident in the Town or County of Barrhead.
- 3) A borrower card shall be valid for one year from date of issue or to the point in time it is revoked for cause by the librarian. (see Schedule C4)
- 4) A valid ME or TAL Library borrowers card issued by another library shall be accepted, at no fee.
- 5) Fee structures for an annual borrower card shall be:

| <u>Borrower type</u>                           | <u>Barrhead Public Library</u> | <u>Neerlandia Public Library</u> |
|--|--------------------------------|----------------------------------|
| Youth -ages up to<br>but not including 18 yrs. | \$5                            | \$5                              |
| Senior   | \$10                           | \$10                             |
| Adult  | \$15                           | \$15                             |
| Family   | \$25                           | \$25                             |
| Institution                                    | \$50                           | \$50                             |

**SCHEDULE B—LOAN PERIODS FOR LIBRARY RESOURCES**

In accordance with Library Policy, length of loan periods are determined by material type and item demand as follows:

Three (3) week loan for most library resources including but not limited to books, audio books, audio CD's, and kits.

One (1) week loan for special loans and high demand items including DVDs, magazines, holiday collections, new releases in high demand.

**SCHEDULE C-- PENALTY PROVISIONS**

**1. Fines for late return of library resources:**

The rate of 25 cents shall be charged for each operational day for each overdue library resource item to a maximum of \$10 per item.

**2. Fines for damaged library resources:**

Print library resources (books and magazines) that are unreasonably soiled or unrepairable such that they cannot be used by others will be treated the same as a lost item. The library user will be charged the cost of the resource.

**3. Fines for lost resources:**

A library resource shall be considered to be lost when:

- it is declared so by the borrower or
- it is 60 days or more overdue

Lost item fees shall equal the initial purchase price of the lost item.

**4. Revocation of borrowers card:**

4.(a) The librarian shall revoke the borrowers card thereby suspending borrowing privileges when the patron has:

- failed to abide by Board policies regarding acceptable and unacceptable use of Library services.
- failed to return library resources as requested to by the librarian.
- failed to pay overdue library fines of \$10 or more
- failed to pay for damaged or lost items within 30 days of receiving third and final notice to pay.

4.(b) Borrowing privileges shall be reinstated at such time as:

- a suspension imposed by the librarian for unacceptable use of Library services has been served
- all overdue fines and lost items fees are paid.
- an appeal to the Library Board has successfully overturned a suspension.

**5. Procedure for Prosecution**

Any contravention of the bylaws set forth shall be referred, upon motion of the Board to the Board's solicitor for recommendations and possible prosecution.

**6. Penalties for abuse of borrowing privileges**

The range of penalties for conviction under 5(a) shall range from revocation of borrower privileges to a maximum of a \$2000 fine or to imprisonment of 6 months or to both as per Criminal Code of Canada.



# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Sanitary Sewer CCTV Project

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## **1.0 PURPOSE:**

For Council to approve the sanitary line video inspection project.

## **2.0 BACKGROUND AND DISCUSSION:**

The last video inspection of the Town's gravity feed sewer lines was completed over 25 years ago. New CCTV will provide current data on good and bad sections of pipe to serve as additional information for future infrastructure development and priority repairs.

The new video will also be in color which will better illustrate problem areas of pipe and sewer service tie in locations from homes or businesses. The Department will also use the data in conjunction with future GIS information.

## **3.0 ALTERNATIVES:**

- 3.1 That Council accepts the proposal submitted by Alberta Pipe Inspection Ltd. for the Sanitary Sewer CCTV Project in the amount \$144,000.00 + GST, with an additional 20% contingency amount of \$28,800.00 + GST to be included for the overall project.
- 3.2 That Council instructs Administration to obtain additional information as it relates to the proposed sewer line inspection project and report back at the next Council Meeting.

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

The approved Capital budget for this project was set at \$275,000.00.

A total of 8 proposals were submitted for this project.

Lowest tender amount received was in the amount of \$144,000.00 from Alberta Pipe Inspection Ltd. Please refer to the attached comparison report.

It is recommended that a 20% contingency amount as extra grease, root and debris cutting and removal are all additional cost not included in the tendered amount from any submissions received.

#### **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None.

#### **6.0 SENIOR GOVERNMENT IMPLICATIONS:**

The Town has been approved for a grant of up to \$ 50,000.00 under the Municipal Asset Management Program through the Federation Canadian Municipalities for this project.

#### **7.0 POLITICAL/PUBLIC IMPLICATIONS:**

None

#### **8.0 ATTACHMENTS:**

Sanitary Sewer CCTV Project – RFP Summary (June 2019).

#### **9.0 RECOMMENDATIONS:**

Moved by Council to accept the proposal submitted by Alberta Pipe Inspection Ltd. for the Sanitary Sewer CCTV Project in the amount \$144,000.00 + GST, with an additional 20% contingency amount of \$28,800.00+ GST to be included for the overall project.

Edward LeBlanc  
CAO

## SANITARY SEWER CCTV PROJECT - RFP SUMMARY (June 2019)

| CONTRACTOR                   | RATE                             | PRICE         | GST          | TOTAL PRICE   | OBSTRUCTION<br>REMOVAL/ MISC | PROJECT TIME |
|------------------------------|----------------------------------|---------------|--------------|---------------|------------------------------|--------------|
| Alberta Pipe Inspection Ltd. | Average \$4.50/m                 | \$ 144,000.00 | \$ 7,200.00  | \$ 151,200.00 | \$3.00/m                     | 90 Days      |
| Calgary Sewer Scope          |                                  | \$ 145,000.00 | \$ 7,250.00  | \$ 152,250.00 |                              | 60+ Days     |
| CP Inspection                | \$5.00/m                         | \$ 160,000.00 | \$ 8,000.00  | \$ 168,000.00 | \$225.00                     | 46-54 Days   |
| T2 Sewer Cleaning            | \$5.50/m                         | \$ 176,000.00 | \$ 8,800.00  | \$ 184,800.00 | \$350.00                     | 60 Days      |
| Cam Trac                     | \$7.00/m                         | \$ 224,000.00 | \$ 11,200.00 | \$ 235,200.00 | \$232.00/hr                  | 60+ Days     |
| Stantec Environmental        | \$4.00 Flushing<br>\$4.50 Camera | \$ 264,000.00 | \$ 13,200.00 | \$ 277,200.00 | \$305.00                     | 60+ Days     |
| Sii360 Inc.                  | \$ 10.00/m                       | \$ 320,000.00 | \$ 16,000.00 | \$ 336,000.00 | \$400.00                     | 60+ Days     |
| IVIS Construction            | \$ 11.00/m                       | \$ 352,000.00 | \$ 17,600.00 | \$ 369,600.00 | \$600.00                     | 60+ Days     |

**COUNCIL REPORTS  
AS OF JUNE 25, 2019**

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



APPROVED

June 20/19

**Barrhead & District Family & Community  
Support Services Society  
Regular Board Meeting April 18, 2019-9:30 a.m.  
Barrhead FCSS Building**

Finance Committee Meeting held at 9:00 a.m.

**Present:**

Randy Hindy, Chairperson  
John Szwec, Secretary/Treasurer  
Shelly Dewsnap – Executive Director  
Carol Lee, Recording Secretary  
Jane Wakeford – Vice Chair  
Ron Kleinfeldt  
Marvin Schatz Sally Littke Shelly Bye Marsha Smith  
Leslie Penny Dausen Kluin Vicki Kremp Sharen Veenstra

**Absent:** Mark Oberg, Sally Littke came late

**1) Call to Order**

The regular meeting of the Barrhead & District Family & Community Support Services Society was called to order at 9:48 a.m. by Randy Hindy

**2) Acceptance of Agenda – Additions/Deletions**

20-19 Moved by John Szwec to accept the Agenda with the addition of 5b) Community Banker and 7g) Program Update, motion seconded by Dausen Kluin.  
Carried

**3) Items for Approval**

**a) Minutes of the regular Board meeting of the Barrhead & District FCSS, March 21, 2019.**

21-19 Moved by Leslie Penny to accept the minutes of the Regular Board meeting of March 21, 2019, seconded by Vicki Kremp.

Carried

**b) Financial Statements**

23-19 Moved by Ron Kleinfeldt to accept the General Account, Community Account and Casino Account Financial Statements for the period ending March 31, 2019, as presented. The motion was seconded by Jane Wakeford.

Carried

22-19 Sharen Veenstra moved that we re-invest the principal and interest from our current GIC investment from the General and Community Accounts. The motion was seconded by John Szwec.

Carried

**4) Staff Presentation: None at this time**

**5) New Business****a) Personnel Committee Report**

This committee met with the FCSS Executive Director for her annual evaluation. The Director did a self - evaluation which this committee strongly agreed with. This committee, unanimously agreed, Shelly Dewsnap is the right person for this position.

**b) Request from ESSNA to be the banker for their organization.**

24-19 Shelly Bye moved that before the decision can be made time is needed to evaluate and that the Board would entertain another request in one year time. Motion seconded by Marvin Schatz.

Carried

Request from the Refugee Committee for FCSS to be banker for them

25-19 Marvin Schatz moved to accept as information. Motion seconded by Dausen Kluin.

Carried

Leslie Penny expressed pecuniary interest – did not vote.

**6) Old Business****a) GIC – Dealt with under Financial business****7) Items for Information**

- a) Directors Report**
- b) Staff Reports**
- c) FCSSAA Board Meeting Highlights**
- d) ESSNA**
- e) FCSS by the Numbers**
- f) 211 Alberta Update**
- g) Program Update**

**8) Board Development**

- a) FCSSAA Power of Prevention Conference – November 27-29 @ Fantasyland Hotel – need 2 Board Members to attend –**  
Defer to May Board meeting.

**9) Last Meeting before summer  
June 20, 2019****10) Adjournment**

26-19 Moved by John Szewc to adjourn the meeting at 10:45 a.m., motion was seconded by Leslie Penny.

Carried

**Barrhead & District Family & Community Support Services Society Regular  
Board Meeting of April 18, 2019**



Chairperson



Recording Secretary



Yellowhead Regional Library  
Board of Trustees Meeting  
Harvey Treleaven Boardroom  
433 King Street, Spruce Grove  
March 4, 2019

**Present**

Chair Hank Smit, Town of Hinton  
Vice Chair Derril Butler, Lac Ste. Anne County  
Adrienne Braithwaite, City of Leduc  
Ann Morrison, Summer Village of Sunset Point  
Bill Elliot, City of Wetaskiwin  
Bill Krahn, County of Wetaskiwin No. 10  
David Truckey, Town of Westlock  
Doug Peel, Town of Millet  
Fayrell Wheeler, Town of Drayton Valley  
Ivor Foster, Town of Thorsby  
Jason Shewchuk, Village of Spring Lake  
Jenna McGrath, Municipality of Jasper  
Judy Lefebvre, Pembina Hills Public Schools (Alternate)  
Judy Valiquette, Village of Alberta Beach  
Krista Gardner, Town of Calmar  
Krystal Baier, Town of Edson  
Len Spink, Town of Beaumont  
Liz Turnbull, Summer Village of Silver Sands  
Lynn Pritchard, Village of Breton  
Pat St. Hilaire, Town of Onoway  
Rod Klumph, Town of Barrhead  
Ron Kleinfeldt, County of Barrhead No. 11  
Sandi Benford, Summer Village of South View  
Sandra Cherniawsky, Yellowhead County  
Sylvia Bonnett, Woodlands County  
Tessa Hutchings, Leduc County  
Victor Julyan, Westlock County  
Wayne Rothe, City of Spruce Grove

**YRL Staff**

Karla Palichuk, Director  
Wendy Sears Ilnicki, Assistant Director  
Stephanie Thero, Client Services Manager  
David Gould, Accounting and Site Services  
Laurie Haak, Administrative Associate and Recorder

**Guests**

Meghan DeRoo McConnan, Grant Thornton LLP  
Robert McClure, YRL Public Libraries' Council

**Absent**

Brenda Shewaga, Summer Village of Yellowstone  
Chelsea Griffiths, Village of Wabamun  
Dave Gursky, Wetaskiwin Regional Public Schools  
Diane Hagman, Northern Gateway Public Schools  
Donna Wiltse, Brazeau County  
Dwayne Mayr, Village of Warburg  
Jeff Goebel, Town of Swan Hills  
John Mclvor, Summer Village of Kapasiwin  
Judy Bennett, Town of Stony Plain (Proxy Vote)  
Ken Lewis, Summer Village of Grandview  
Margaret Gagnon, Summer Village of Crystal Springs  
Marge Hanssen, Summer Village of Nakamun Park  
Marlene Walsh, Summer Village of Val Quentin  
Nat Dvernichuk, Village of Clyde  
Rick MacPhee, Summer Village of Seba Beach  
Sandy Morton, Town of Mayerthorpe (Proxy Vote)  
Stacey May, Town of Devon  
Tanya Pollard, Alberta Library Trustees' Association  
Tom Pickard, Town of Whitecourt  
Tracey Melnyk, Parkland County

**Representative not Appointed**

Summer Village of Birch Cove  
Summer Village of Castle Island  
Summer Village of Lakeview  
Summer Village of Ma-Me-O Beach  
Summer Village of Norris Beach  
Summer Village of Poplar Bay  
Summer Village of Ross Haven  
Summer Village of Silver Beach  
Summer Village of Sunrise Beach  
Summer Village of West Cove

**CALL TO ORDER**

H. Smit called the meeting to order at 10:02 a.m. and introductions were done.

### 1. Approval of Agenda

|  |         |      |
|--|---------|------|
| MOVED by L. Spink that the agenda be approved as presented.<br>SECONDED by S. Benford. | CARRIED | 3907 |
|--|---------|------|

### 2. Approval of Minutes

|  |         |      |
|--|---------|------|
| MOVED by J. Shewchuk that the minutes of the November 5, 2018 YRL Board meeting be approved as presented.<br>SECONDED by J. McGrath. | CARRIED | 3908 |
|--|---------|------|

## **DECISION ITEMS**

### 3. Draft 2018 Audited Financial Statements

M. DeRoo McConnan reviewed the draft 2018 audited financial statements.

|  |         |      |
|--|---------|------|
| MOVED by K. Baier that the Yellowhead Regional Library 2018 Audited Financial Statements be approved as presented.<br>SECONDED by R. Klumph.<br>PROXY VOTES – Two votes were received in favour of the motion. | CARRIED | 3909 |
|--|---------|------|

### 4. Inter-fund Transfers

K. Palichuk explained that the General Fund is typically returned to a zero balance each year after the audit.

|   |         |      |
|---|---------|------|
| MOVED by A. Morrison that the \$203,784 General Fund surplus be transferred to the Operational Contingency Fund.<br>SECONDED by P. St. Hilaire.<br>PROXY VOTES – Two votes were received in favour of the motion. | CARRIED | 3910 |
|---|---------|------|

|   |         |      |
|---|---------|------|
| MOVED by L. Spink that the meeting continue in-camera at 10:20.<br>SECONDED by A. Morrison. | CARRIED | 3911 |
|---|---------|------|

*M. DeRoo McConnan, R. McClure, W. Sears Ilnicki, S. Thero, D. Gould and L. Haak left the meeting.*

### 5. Auditor Appointment

|  |         |      |
|--|---------|------|
| MOVED by S. Bonnett that the meeting come out of the in-camera session at 10:31.<br>SECONDED by A. Morrison. | CARRIED | 3912 |
|--|---------|------|

*W. Sears Ilnicki, S. Thero, D. Gould and L. Haak returned to the meeting.*

|  |                     |      |
|--|---------------------|------|
| MOVED by K. Baier that Grant Thornton LLP be appointed as the Yellowhead Regional Library auditor for one year.<br>SECONDED by L. Pritchard.<br>PROXY VOTES – Two votes were received in favour of the motion. | CARRIED BY MAJORITY | 3913 |
|--|---------------------|------|

*R. McClure returned to the meeting.*

### 6. 2018 Annual Library System Report for the Province

K. Palichuk provided an overview of the 2018 annual report.

|  |         |      |
|--|---------|------|
| MOVED by B. Elliot that the Yellowhead Regional Library 2018 Annual Report of Public Library Systems in Alberta be approved for submission to Alberta Municipal Affairs Public Library Services Branch.<br>SECONDED by L. Spink.<br>PROXY VOTES – Two votes were received in favour of the motion. | CARRIED | 3914 |
|--|---------|------|

## 7. Indigenous Grant Update/2018 Reporting for the Province

K. Palichuk provided an overview of the report and commended the YRL member libraries for their ongoing work with and for Indigenous peoples.

|   |         |      |
|---|---------|------|
| MOVED by S. Cherniawsky that the Yellowhead Regional Library 2018 Indigenous Grant Reporting be approved for submission to Alberta Municipal Affairs Public Library Services Branch.<br>SECONDED by L. Pritchard.<br>PROXY VOTES – Two votes were received in favour of the motion. | CARRIED | 3915 |
|---|---------|------|

*BREAK: 10:38 to 10:50*

*D. Butler entered the meeting.*

## DISCUSSION ITEM

### 8. Membership Rate Increase Process

H. Smit noted that YRL member levies are the lowest in the province and the last increase was in 2008. He explained that YRL is asking for a 2% increase for 2020 and a 1.5% increase for 2021, and that the YRL Master Membership Agreement allows for the board to approve increases if the amount is less than the cost of living adjustment. Following a lengthy discussion and instead of waiting for the June board meeting, a motion for immediate approval was brought forward.

|   |         |      |
|---|---------|------|
| MOVED by R. Klumph that YRL member municipal and school division levies increase in 2020 by 2% and again in 2021 by 1.5%.<br>SECONDED by J. Shewchuk. | CARRIED | 3916 |
|---|---------|------|

## INFORMATION ITEMS

### 9. 2016-2018 Plan of Service Progress Report

H. Smit noted that the report was in the package.

### 10. 2019-2021 Plan of Service

H. Smit stated that the plan was approved by the executive committee in December. K. Palichuk explained that management will determine action items for each objective and status updates will be brought to each board and executive committee meeting.

### 11. Infrastructure Grant Update

D. Gould said that construction in the shipping, receiving and sorting areas is complete, new flooring and tiles are being installed in the three restrooms, the window replacement project is almost complete and new window coverings will be installed soon, and after four data/power outlets are built into the boardroom floor, new carpet tiles and baseboards will be installed.

He added that the driveway, parking lot and curb paving will begin in the spring along with the construction of a stand-alone three-bay garage to house YRL vehicles.

## **12. Capital Expenditures**

H. Smit explained that the executive committee approved two capital expenditures in February: \$6,100 for a universal power supply that failed during an unplanned power outage and \$15,000 for a refurbished disc repair machine to replace one that was at end of life.

*S. Benford left the meeting.*

## **13. Director/Trustee Conversations**

K. Palichuk stated that questions for YRL trustees are being finalized and, after they are emailed, she would like to meet with trustees individually via email, phone or in person, to hear their answers.

## **14. Trustee Orientation Evaluation Summary**

H. Smit noted that the summary was in the package and that the 14 trustees and five alternates were very satisfied with the session. K. Palichuk added that the YRL governance section will be shared in conjunction with the Public Library Services Branch presentation in the future, instead of separate.

## **15. Alberta Library Conference**

H. Smit stated that seven executive committee members will attend along with the five trustees chosen as per policy by lottery draw: B. Elliot, J. Valiquette, L. Pritchard, M. Hanssen, and R. Klumph.

|   |              |
|---|--------------|
| MOVED by A. Morrison that the 2016-2018 Plan of Service progress report, 2019-2021 Plan of Service; infrastructure grant, capital expenditures, director/trustee conversations, Trustee Orientation evaluation summary, and Alberta Library Conference updates be accepted for information. |              |
| SECONDED by L. Spink.   | CARRIED 3917 |

## **16. Minutes and Reports**

### **a. YRL Board Executive Committee Minutes – December 10, 2018 and February 11, 2019**

H. Smit noted that the December minutes were in the package and the February minutes distributed.

### **b. Chair's Report – Hank Smit**

H. Smit noted that his report was in the package and that he co-presented with the director to Beaumont and Wetaskiwin councils. He added that upcoming presentations include the Calmar, Leduc, Parkland County and Warburg councils, and the Spruce Grove and Stony Plain library boards.

### **c. Director's Report – Karla Palichuk**

H. Smit noted that K. Palichuk's report was in the package.

### **d. Assistant Director's Report – Wendy Sears Ilnicki**

H. Smit noted that W. Sears Ilnicki's Bibliographic Services report was in the package.

### **e. Client Services Manager's Report – Stephanie Thero**

H. Smit noted that S. Thero's report was in the package.

### **f. YRL Public Libraries' Council (PLC) Chair's Report – Robert McClure**

R. McClure noted that the next PLC meeting is on April 12.

**g. Alberta Library Trustees' Association Report – Tanya Pollard**

H. Smit noted that T. Pollard's report was in the package. He explained that he has contacted ALTA about promoting libraries in our communities with an emphasis on supporting trustees in providing a united voice provincially, specifically during the upcoming election and that, once prepared, a summary document will be sent to trustees and alternates.

|   |         |      |
|---|---------|------|
| MOVED by L. Spink that YRL Board Executive Committee minutes and the Director, Assistant Director, Client Services Manager, YRL Public Libraries' Council and Alberta Library Trustees' Association reports be accepted for information.<br>SECONDED by S. Bonnett. | CARRIED | 3918 |
|---|---------|------|

**17. Correspondence and Media**

H. Smit noted there was one media article and two letters in the package.

|   |         |      |
|---|---------|------|
| MOVED by J. Valiquette that the correspondence and media be accepted for information.<br>SECONDED by I. Foster. | CARRIED | 3919 |
|---|---------|------|

**ADJOURNMENT**

|  |         |      |
|--|---------|------|
| MOVED by W. Rothe that the meeting adjourn at 11:30 a.m. | CARRIED | 3920 |
|--|---------|------|

**NEXT MEETING**

The next YRL Board of Trustees meeting is on Monday, June 17, 2019 from 10:00 a.m. to 1:00 p.m.

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Hendrik Smit, Chair

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Karla Palichuk, Director

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Date

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Date



## REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** June 25, 2019

**Re:** Correspondence Items

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**Item # 1** Letter of introduction from the Minister of Municipal Affairs Minister Kaycee Madu dated June 14, 2019 and information regarding relaxation of liquor rules in Provincial Parks.

Recommendation:

That the letter of introduction from the Minister of Municipal Affairs Minister Kaycee Madu dated June 14, 2019 and information regarding relaxation of liquor rules in Provincial Parks be received as information.

**Item # 2** From Barrhead and District Senior Citizens Society dated June 11, 2019 thanking the Town of Barrhead for the drainage work around the Senior's Centre and Splash Park.

Recommendation:

That the letter from the Barrhead and District Senior Citizens Society dated June 11, 2019 thanking the Town for the drainage work around the Senior's Centre and Splash Park be received as information.

**Item # 3** From the North Edmonton Swim Club dated June 17, 2019 thanking the Town of Barrhead for the successful swim meet hosted at the Barrhead Aquatics Centre held on Sunday June 16, 2019.

Recommendation:

That the letter from the North Edmonton Swim Club dated June 17, 2019 thanking the Town of Barrhead for the successful swim meet hosted at the Barrhead Aquatics Centre held on Sunday June 16, 2019 be received as information.



**Item # 4** From the Good Sam RV Club dated June 17, 2019 thanking the Town of Barrhead and the Barrhead Chamber of Commerce for their support in a successful RV Rally held on June 12 – 16, 2019.

Recommendation:

That the letter from the Good Sam RV Club dated June 17, 2019 thanking the Town of Barrhead and the Barrhead Chamber of Commerce for their support in a successful RV Rally held on June 12 – 16, 2019 be received as information.

Edward LeBlanc  
CAO



ALBERTA  
MUNICIPAL AFFAIRS

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

AR97300

June 14, 2019

**TO ALL ALBERTA MAYORS, REEVES AND COUNCILS:**

Within the past several weeks, I have been blessed with two tremendously important honours. Firstly, on April 16, the people of Edmonton-South West entrusted me to represent them in the Legislative Assembly for the next four years as the MLA for Edmonton-South West. Secondly, on April 30, Premier Kenney appointed me as the Minister of Municipal Affairs, with a mandate to work with all of you in returning jobs and prosperity to our great province.

I am humbled and honoured by these opportunities, and I am looking forward to meeting many of you over the coming months, hearing about what matters to you and your communities, and working with you to achieve our shared objectives.

You will likely understand that much of my focus, and that of my Cabinet colleagues, will be on delivering the many important commitments we have made to Albertans during the recent election campaign. As Minister of Municipal Affairs, some of my key priorities will include:

- Working with the Minister of Finance to deliver on the municipal funding amounts promised for this year, and to work with your municipal associations to develop a long-term municipal funding program;
- Working with the Solicitor General to engage municipalities in discussions on the province's funding formula for police services, including any burden imposed on local law enforcement resulting from the federal legalization of cannabis;
- Cutting provincial regulation and paperwork for Alberta municipalities, so you can pass those savings on to your local taxpayers; and

.../2

- Working with municipalities to attract investment and create jobs through measures such as facilitating pre-approved industrial zones and enabling municipal property tax incentives.

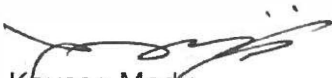
There are a number of other priorities we will be working on over the coming months, but this gives you a sense of the work I expect to do in partnership with you.

Before I close, I want to draw to your attention recent action the Government of Alberta has taken to make it easier for responsible adults to drink alcohol in provincial parks. These changes came into effect just in time for the recent May long weekend, and the feedback received so far has been overwhelmingly positive.

I would like to encourage you as municipal leaders to follow the province's lead in reducing unnecessary regulation in your own municipal parks. Through your local bylaws, you already have authority under the *Gaming, Liquor and Cannabis Act* to enable responsible alcohol consumption within your parks. More detail on this initiative is available in the documents attached to this letter.

As we move forward, we have much work ahead of us. I am excited about the opportunities for us to work together to restore jobs and prosperity to Alberta, and I am genuinely looking forward to meeting and working with all of you.

Sincerely,



Kaycee Madu  
Minister

Attachments:

1. Copy of GOA News Release on Liquor Rules
2. Additional Information for Alberta Municipalities

## Liquor ban quashed and rules relaxed

May 16, 2019   Media inquiries

Liquor constraints will be relaxed in Alberta starting this May long weekend.

Premier Jason Kenney and Environment and Parks Minister Jason Nixon are pushing back against the excesses of the nanny state and the 'War on Fun.' Beginning this May long weekend, the liquor ban imposed on eight remaining provincial parks will be lifted. Moving forward, this government is committed to remove unnecessary red tape for festival organizers hosting events in municipalities and provincial parks. Relaxed liquor regulations will also extend to select provincial park day use area picnic sites later this summer.

"It's time to lift prohibition-era restrictions around liquor consumption in Alberta and give responsible adults the freedom to act responsibly. This is part of our plan to take bold, decisive steps to reduce regulatory burden on business and not-for-profit festival organizations. We will take Alberta from being the most over-regulated to the freest economy in Canada."

*Jason Kenney, Premier*

Alberta Gaming, Liquor and Cannabis regulations have been clarified to allow event organizers the flexibility to serve drinks where they see fit on festival grounds. Albertans will be able to responsibly enjoy the environment festival organizers wish to create. The same strategy is being applied to festivals and events in provincial parks by making approvals for liquor licences less restrictive.

This May long weekend, the liquor ban will be lifted at Aspen Beach, Miquelon Lake, Garner Lake, Dillberry Lake, Pigeon Lake, Whitney Lakes, Jarvis Bay and Wabamun provincial parks. There is no ban in place in Alberta Parks' other

provincial campgrounds.

Historically, there has been a liquor ban only over the May long weekend and only in select provincial parks.

“The vast majority of Albertans who enjoy our provincial parks do so responsibly. We should not punish the majority of responsible campers through liquor bans because of the past behaviour of a few bad characters.”

*Jason Nixon, Minister of Environment and Parks*

Rules and regulations around quiet times, excessive noise and appropriate behaviour continue to be in place and will be enforced as they are in Alberta Parks' other campgrounds. Enforcement staff will shift their focus from enforcing the previous liquor ban to addressing negative behaviour. Liquor consumption in provincial campgrounds is restricted to adults and in campsites only.

Relaxing liquor constraints in municipalities and provincial parks is a commitment under government's Red Tape Reduction strategy and a change to make the lives of Albertans better.

# Regulations on liquor consumption in Municipal parks

Additional information for Alberta municipalities

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## Overview

Alberta's *Gaming, Liquor and Cannabis Act* provides park owners, including municipalities, with the flexibility to enable public consumption of alcohol under certain conditions. In essence, these conditions enable a municipality to designate picnic areas where alcohol and food can be consumed together.

## Provisions of the Act

The specific provisions in the Act are set out below:

### Public place

- 89 (1) Except as provided in this Act, no person may use or consume liquor in a public place or any place other than a residence, temporary residence, licensed premises or a place or class of place prescribed in the regulations where liquor may be used or consumed.
- (2) Despite subsection (1), a person may consume liquor with food in a public park in a picnic area designated by the owner or operator of the public park during the hours designated by the owner or operator if a sign is posted that
- (a) states that a person may consume liquor with food in the designated picnic area,
  - (b) sets out the designated picnic area, and
  - (c) sets out the hours when liquor may be consumed with food.
- (3) A person must stop consuming liquor in a designated picnic area if a peace officer on reasonable and probable grounds believes that the person is intoxicated or is not consuming food while consuming liquor in a designated picnic area and the peace officer.

Most municipalities address these situations within local bylaws governing municipal parks. The Government of Alberta encourages all municipalities to evaluate whether more relaxed provisions regarding alcohol consumption in municipal parks make sense for your community, and if so to consider making changes to your policies and bylaws to implement these changes.

**BARRHEAD AND DISTRICT SENIOR CITIZENS SOCIETY**

5437—49 STREET, BOX 4457, BARRHEAD AB T7N 1A2

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Town of Barrhead  
Box 4189  
Barrhead AB T7N 1A2  
June 11, 2019

RECEIVED  
JUN 17 2019

Dear Councillors:

On behalf of the Barrhead and District Senior Citizens Society, I would like to thank you for sloping and paving the area between the Splash Park and the Seniors Drop-in Centre.

The sloped pavement will ensure that rain water will drain away properly from both the playground and what was formerly a mud-prone parking space near the South Annex of the Drop In Centre. Council has demonstrated by this upgrade that it is responsive to concerns brought to it.

Again, thank you for the superb way the space between the Splash Park and the Drop-in Centre was improved.



Eldon Krikke, President  
Barrhead and District Senior Citizen Society

## Shallon Touet

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**From:** ben [REDACTED]  
**Sent:** June 17, 2019 10:54 AM  
**To:** Shallon Touet  
**Cc:** 'Susan McCann'; Marni Woykin (Gmail); Dave McKenzie  
**Subject:** Thank you!

Good morning Shallon,

On behalf of the North Edmonton Swim Club, we would like to thank you personally and your staff for making our swim meet this past weekend such a great success; and of course, a big thank you to the mayor and the town council for the donation on the use of the Arena.

We would also like to give a special shout out to Mike (Maintenance Manager) and Linda (Aquatic Supervisor) where their tireless work behind the scene made the meet ran so smoothly.

I hope there were no complaints from your regular facility users that they did not have access to the pool for the day. I have heard that the Barrhead Inn and Suite were full on Saturday night and our swimmers and their families enjoyed the town's many great facilities and restaurants, among other things.

The final swimmer count for the meet was 275 swimmers from 9 communities throughout North Western Alberta.

Our club's email address is [REDACTED].

Our club's postal mailing address is:

North Edmonton Swim Club  
[REDACTED]  
[REDACTED]

Please send the invoice directed to my attention please.

If there is anything that our club can help with your local swimming community, please let us know; and we hope that we did not cause a lot of disruption and extra work for your team in the planning and running of the meet.

We will connect and have a quick de-briefing meeting to ensure enhanced communication, synergy and efficiency for the future.

Once again, thank you Shallon, for your contribution to the success of our swim meet.

Cheer!

Ben Chan  
Volunteer Team Manager  
North Edmonton Swim Club



**From:** "S. Frame" <[REDACTED]>  
**Date:** June 17, 2019 at 3:14:06 PM MDT  
**To:** "'Dave McKenzie'" <[REDACTED]>  
**Cc:** "'[REDACTED]'" <[REDACTED]>  
**Subject:** Good Sam RV Rally

Dave,

We as the Good Sam RV club had an amazing RV Rally.

To you Mayor McKenzie for attending our opening ceremonies and personally taking the time to assist us. To the Town of Barrhead, it's Chamber of Commerce and its membership for their support. Please accept our heart felt thanks and deepest appreciation to you and all in your community that supported us and our efforts.

We look forward to working with the your community in the future.

Best wishes,

Sam Frame  
**Alberta Provincial Director**  
**Good Sam Club**

[REDACTED]  
[REDACTED]