



**AGENDA  
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL  
TUESDAY, MARCH 22, 2022 AT 5:30 P.M.  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – March 8, 2022
4. Public Hearings
  - (a) There are no Public Hearings
5. Delegations
  - (a) There are no Delegations
6. Old Business
  - (a) Barrhead Regional Water Commission – Member-at-Large Appointment
7. New Business
  - (a) Barrhead Regional Landfill Committee's Budget
  - (b) Bank Statement – Month Ending February 28, 2022
  - (c) Revised Policy #23-21-003 (appendix A) Barrhead Fire Services Response and Billing Rates
  - (d) Draft New Regional Fire Services Agreement
  - (e) Request for an Additional Handicapped Parking Stall
  - (f) Proclamation – 2022 – “Year of the Garden”

8. Reports
  - (a) Council Reports
9. Minutes
  - (a) Barrhead & District Family and Community Support Services – February 17, 2022
  - (b) Barrhead & District Regional Landfill Committee – March 10, 2022
10. Bylaw
  - (a) There are no Bylaws
11. Correspondence Items
  - (a) There are no Correspondence Items
12. For the Good of Council
13. Tabled Items
14. Closed Session
  - (a) There are no Closed Session Items
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, MARCH 8, 2022,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

**PRESENT** Mayor McKenzie, Crs: T. Assaf, D. Kluin (entered at 5:05 pm), R. Klumph, A. Oswald, D. Sawatzky (via Zoom) and D. Smith

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

Others: Barry Kerton, Barrhead Leader

**ABSENT**

**CALL TO ORDER** Mayor McKenzie called the meeting to order at 5:00 p.m.

**AGENDA** The agenda was reviewed.

079-22 Moved by Cr. Klumph that the agenda be accepted as with the following addition:

- 8(a) Barrhead Attraction & Retention Committee Report

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Town Council Regular Meeting of February 22, 2022, were reviewed.

080-22 Moved by Cr. Assaf that the Minutes of the Town Council Regular Meeting of February 22, 2022 be accepted as presented.

CARRIED UNANIMOUSLY

**APPOINTMENT TO THE BRWC – MEMBER-AT-LARGE**

For Council to consider an appointment to the Barrhead Regional Water Commission, was reviewed.

081-22 Moved by Mayor McKenzie that Council tables the appointment of a member-at-large to the Barrhead Regional Water Commission, until the next Council meeting.

CARRIED UNANIMOUSLY

**PROCLAMATION – ECONOMIC DEVELOPMENT WEEK**

For Council to consider proclaiming May 9<sup>th</sup> – 13<sup>th</sup>, 2022 as Economic Development Week, was reviewed.

**ENTERED** Cr. D. Kluin, entered the Chambers at 5:05 p.m.

Ed LeBlanc, CAO reviewed with Council.

082-22 Moved by Cr. Oswald that Council declares May 9<sup>th</sup> – 13<sup>th</sup>, 2022 as Economic Development Week.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL FIRE  
SERVICES COMMITTEE – 2022  
FIRE & ERC BUDGETS**

For Council to approve the Barrhead Regional Fire Services and Emergency Response Centre Committee's 2022 Operating Budgets, 2023 to 2025 Operating Plans, 2022 Capital Budgets and 10 Year Capital Plan, was reviewed.

Ed LeBlanc, CAO reviewed with Council.

- 083-22 Moved by Cr. Smith that Council approves the Barrhead Regional Fire Services' proposed 2022 Operating Budget in the amount of \$910,400.00, with a financial contribution of \$297,050.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 084-22 Moved by Cr. Assaf that Council approves the Barrhead Regional Fire Services' proposed 2023-2025 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 085-22 Moved by Cr. Klumph that Council approves the Barrhead Regional Fire Services' proposed 2022 Capital Budget with zero contribution both the Town of Barrhead and Barrhead County as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 086-22 Moved by Cr. Smith that Council approves the Barrhead Regional Fire Services' Emergency Response Center Operating Budget in the amount of \$50,620.00 with a financial contribution of \$25,310.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 087-22 Moved by Cr. Asaf that Council approves the Barrhead Regional Fire Services' Emergency Response Center proposed 2023-2025 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 088-22 Moved by Cr. Smith that Council approves the Barrhead Regional Fire Services' proposed 2022 Capital Budget in the amount of \$41,000.00 with \$20,500.00 contribution from both the Town of Barrhead and Barrhead County as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

- 089-22 Moved by Cr. Assaf that Council approves the Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

**BARRHEAD JOHNSON  
AIRPORT COMMITTEE –  
2022 BUDGET**

For Council to approve the Barrhead Johnson Airport Committee's proposed 2022 Operating Budget, 2023-2025 Operating Plan, the 2022 proposed Capital Budget and the 10 Year Capital Plan, was reviewed.

Ed LeBlanc, CAO reviewed with Council.

090-22 Moved by Cr. Assaf that Council approves the Barrhead Johnson Airport Committee's proposed 2022 Operating Budget with a financial contribution of \$17,990.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

091-22 Moved by Cr. Klumph that Council approves the Barrhead Johnson Airport Committee's proposed 2023-2025 Financial Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

092-22 Moved by Cr. Assaf that Council approves the Barrhead Johnson Airport Committee's proposed 2022 Capital Budget with a financial contribution of \$12,500.00 from both the Town of Barrhead and Barrhead County as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

093-22 Moved by Cr. Klumph that Council approves the Barrhead Johnson Airport Committee's 10 Year Capital Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

**REPORTS TO  
COUNCIL**

The following Reports to Council as of March 8, 2022, were reviewed:

- Agricultural Society
- Barrhead & District Social Housing Association
- Barrhead Attraction & Retention Committee
- CAO's Report
- Council Action List to February 28, 2022

094-22 Moved by Cr. Kluin that the following Reports to Council as of March 8, 2022, be accepted as information:

- Agricultural Society
- Barrhead & District Social Housing Association
- Barrhead Attraction & Retention Committee

CARRIED UNANIMOUSLY

095-22 Moved by Cr. Klumph that the CAO's Report be accepted as information.

CARRIED UNANIMOUSLY

096-22 Moved by Cr. Assaf that the Council Action List to February 28, 2022 be accepted as information.

CARRIED UNANIMOUSLY

## **MINUTES TO COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead Regional Fire Services Committee – February 23, 2022
- Barrhead Johnson Airport Committee – February 28, 2022
- Community Futures Yellowhead East – January 20, 2022

097-22 Moved by Cr. Smith that the following Minutes to Council be accepted as information.

- Barrhead Regional Fire Services Committee – February 23, 2022
- Barrhead Johnson Airport Committee – February 28, 2022
- Community Futures Yellowhead East – January 20, 2022

CARRIED UNANIMOUSLY

## **BYLAW 04-2022, BUSINESS LICENSE BYLAW**

Proposed Bylaw 04-2022, the Business License Bylaw, was presented.

Ed LeBlanc, CAO reviewed with Council and Cheryl Callihoo, Director of Development and Legislative Services answered questions from Council.

098-22 Moved by Cr. Smith that Council give Bylaw 04-2022, the Business License Bylaw, first reading.

CARRIED UNANIMOUSLY

099-22 Moved by Cr. Assaf that Council Bylaw 04-2022, the Business License Bylaw, second reading.

CARRIED UNANIMOUSLY

100-22 Moved by Cr. Kluin that Council give Bylaw 04-2022, the Business License Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

101-22 Moved by Cr. Assaf that Council give Bylaw 04-2022, the Business License Bylaw, third reading.

CARRIED UNANIMOUSLY

## **CORRESPONDENCE ITEMS**

The following correspondence items were reviewed:

Letter dated February 24, 2022, from Mr. Ric McIver, Minister of Alberta Municipal Affairs, regarding information about the 2022 Budget.

Letter from the Pembina Ringette Association, requesting financial support to help with hosting of the 2022 U16B Ringette Alberta Provincials.

102-22 Moved by Cr. Oswald that Council accepts the letter dated February 24, 2022, from Mr. Ric McIver, Minister of Alberta Municipal Affairs, regarding information about the 2022 Budget, as information.

CARRIED UNANIMOUSLY

103-22                      Moved by Cr. Klumph that Council accepts the letter from the Pembina Ringette Association and provides a \$500.00 donation to help with hosting of the 2022 U16B Ringette Alberta Provincials.

DEFEATED

**FOR THE GOOD  
OF COUNCIL**

Cr. Assaf thanked Administration for the 2022 Budget Binder package.

Cr. Kluin thanked the representatives from New Line Skateparks Inc. who attended the March 8, 2022 Open House to provide additional information and a preliminary design of the new All-Wheel Park.

**ADJOURN**

104-22                      Moved by Cr. Smith that the Council Meeting be adjourned at 5:42 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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CAO, Edward LeBlanc

# REQUEST FOR DECISION

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Barrhead Regional Water Commission – Member-at-large appointment

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## 1.0 **PURPOSE:**

For Council to appoint a member-at-large to the Barrhead Regional Water Commission.

## 2.0 **BACKGROUND AND DISCUSSION:**

The following is an excerpt from the Barrhead Regional Water Commission Bylaw No. 2.2:

### ***BOARD OF DIRECTORS***

*The Board shall consist of Six (6) Directors that shall be appointed as follows:*

- (a) Four (4) Directors with two directors appointed from each Member of the Commission;*
- (b) Two (2) Directors, who are Directors at Large, appointed by the Commission and who do not represent a Member. the Board shall appoint the Directors at Large each year at the Organizational Meeting of the Commission. Names of individuals may be submitted by Members prior to the Organizational Meeting;*

On February 17<sup>th</sup>, we received an e-mail from the Manager of the Water Commission advising that during their December meeting the Board voted to request the member municipalities to nominate a member-at-large for the 2022 year.



The current members were extended until the Commission's Annual General Meeting and at that point they will approve the appointment of the members that are nominated by each of the member municipalities.

The Commission would appreciate receiving the nominations by the end of March.

During the March 8, 2022 Council Meeting, Council passed the following motion:

*Moved by Mayor McKenzie that Council tables the appointment of a member-at-large to the Barrhead Regional Water Commission, until the next Council meeting.*

(Resolution No. 081-22)

Mr. Brian Schulz is the current member-at-large and based on comments to Mayor McKenzie, Mr. Schulz has expressed his desire to discontinue his involvement with the Water Commission. As a result, Mr. Gerry St. Pierre was approached to gauge his interest and he is willing to become the Town's member-at-large for the Barrhead Regional Water Commission.

### **3.0 Alternatives:**

3.1 Council appoints Mr. Gerry St. Pierre to the Barrhead Regional Water Commission, as a member-at-large for 2022.

3.2 Council instructs Administration to advertise for a member-at-large for the Barrhead Regional Water Commission.

### **4.0 Financial Implications:**

Not applicable, as members to the Regional Water Commission do not receive any compensation from the Town of Barrhead.

### **5.0 Interdepartmental Implications:**

Not applicable.

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

Not applicable.

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

Not applicable.

### **8.0 Attachments:**

8.1 Letter from Gerry St. Pierre dated March 10, 2022

**9.0 Recommendations**

Council appoints Mr. Gerry St. Pierre to the Barrhead Regional Water Commission, as a member-at-large for 2022.

(original signed by the CAO)

Edward LeBlanc - CAO

March 10, 2022

Barrhead Regional Water Commission  
c/o Town of Barrhead

Dear Sir;

I understand there is an opening on the Barrhead Regional Water Commission for a Town member as such I would be very interested in putting my name forward to sit as the Town representative on the water commission .

Sincerely,

A handwritten signature in dark ink, appearing to read 'Gerry St. Pierre', with a long horizontal flourish extending to the right.

Gerry St. Pierre

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Barrhead Regional Landfill Committee

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## **1.0 PURPOSE:**

For Council to approve the Barrhead Regional Landfill Committee's proposed 2022 Operating Budget, 2023-2025 Operating Plan, the 2022 proposed Capital Budget and the 10 Year Capital Plan.

## **2.0 BACKGROUND AND DISCUSSION:**

During the February 10, 2022, Barrhead Regional Landfill Committee meeting, the Committee reviewed the proposed 2022 Operating Budget, the 2023-2025 Operating Plan, the 2022 Capital Budget and the 10 Year Capital Plan.

The Committee passed the following motions:

*Moved by Cr. Klumph that the Committee tables the Proposed 2022 Landfill Operating Budget with expenditures in the amount of \$271,010.00, with each municipality contributing \$77,110.00, until the next scheduled meeting.*

*Moved by Cr. Sawatzky that the Committee tables the 2023 Landfill Operating Plan with expenditures in the amount of \$268,400.00, the 2024 Landfill Operating Plan with expenditures in the amount of \$273,040.00 and the 2025 Landfill Operating Plan with expenditures in the amount of \$277,800.00, until the next scheduled meeting.*

*Moved by Cr. Klumph that the Committee recommends to both Councils the approval of the 2022 Landfill Capital Budget with expenditures in the amount of \$58,000.00, with each municipality contributing \$29,000.00, as presented.*

*Moved by Cr. Sawatzky that the Committee recommends to both Councils the 10 Year Proposed Landfill Capital Plan, as presented.*

During the March 10, 2022, Barrhead Regional Landfill Committee meeting, the Committee reviewed the proposed 2022 Operating Budget and the 2023-2025 Operating Plan.

The Committee passed the following motions:

*Moved by Cr. Stoik that the Committee recommends to both Councils the Proposed 2022 Landfill Operating Budget with expenditures in the amount of \$271,010.00, with each municipality contributing \$77,110.00.*

*Moved by Cr. Klumph that the Committee recommends to both Councils the 2023 Landfill Operating Plan with expenditures in the amount of \$268,400.00, the 2024 Landfill Operating Plan with expenditures in the amount of \$273,040.00 and the 2025 Landfill Operating Plan with expenditures in the amount of \$277,800.00, as presented.*

### **3.0 ALTERNATIVES:**

3.1 Council approves:

- the Barrhead Regional Landfill Services' proposed 2022 Operating Budget
- the Barrhead Regional Landfill Services' 2023 to 2025 Operating Plan
- the Barrhead Regional Landfill Services' 2022 Capital Budget
- the Barrhead Regional Landfill Services' 10 Year Capital Plan

3.2 Council instructs the Barrhead Regional Landfill Committee to provide further information to the proposed 2022 Operating Budget, 2023 to 2025 Operating Plan, 2022 Capital Budget and 10 Year Capital Plan and to bring back the information at a future Council Meeting.

### **4.0 FINANCIAL IMPLICATIONS:**

The Committee's financial request will have an impact of \$77,110.00 to the Town's overall 2022 Operating Budget (an increase of \$8,770.00 or 12.8% from the previous year) and \$20,000.00 to the 2022 Capital Budget as compared to the financial commitment of \$9,000.00 to the Capital Budget in 2021.

### **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Limited to the operations of the Barrhead Regional Landfill Committee.

## **6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not applicable.

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

Limited.

## **8.0 ATTACHMENTS:**

- 8.1 2022 Barrhead Regional Landfill Operating Budget
- 8.2 2023 to 2025 Barrhead Regional Landfill Operating Plan
- 8.3 2022 Barrhead Regional Landfill Capital Budget
- 8.4 Barrhead Regional Landfill 10 Year Capital Plan

## **9.0 RECOMMENDATIONS:**

- a) That Council approves the Barrhead Regional Landfill Services' 2022 Landfill Operating Budget with expenditures in the amount of \$271,010.00, with each municipality contributing \$77,110.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- b) That Council approves the Barrhead Regional Landfill Services' 2023 Landfill Operating Plan with expenditures in the amount of \$268,400.00, the 2024 Landfill Operating Plan with expenditures in the amount of \$273,040.00 and the 2025 Landfill Operating Plan with expenditures in the amount of \$277,800.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- c) That Council approves the Barrhead Regional Landfill Services' 2022 Landfill Capital Budget with expenditures in the amount of \$58,000.00, with each municipality contributing \$29,000.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- d) That Council approves the Barrhead Regional Landfill Services' 10 Year Proposed Landfill Capital Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.

(Original signed by the CAO)

Edward LeBlanc

CAO

	A	B	C	D	F
1	<b>BARRHEAD REGIONAL LANDFILL</b>				
2	<b>2022 OPERATING BUDGET (PROPOSED)</b>				
3	Presented to Committee: February 10, 2022			<b>PROPOSED</b>	
4		<b>2021</b>	<b>2021</b>	<b>2022</b>	
5		<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	
6	<b><u>OPERATING REVENUES</u></b>				<b><u>2022 COMMENTS</u></b>
7	LANDFILL - TIPPING FEES	(100,000)	(103,185.00)	(112,030)	Proposed increase of \$5.00 per load included effective March 1, 2022
8	LANDFILL - RECYCLE/OTHER REVENUES	(4,660)	(1,240.70)	(4,760)	Electronic 2,500, Roundup 2,000, Paint Recycling - 260
9	LANDFILL - MUNICIPAL GRANT (TOWN)	(68,340)	(101,825.61)	(77,110)	
10	LANDFILL - MUNICIPAL GRANT (COUNTY)	(68,340)	(101,825.61)	(77,110)	
11	<b>TOTAL LANDFILL OPERATING REVENUES</b>	(241,340)	(308,076.92)	(271,010)	
12					
13		<b>2021</b>	<b>2021</b>	<b>2022</b>	
14	<b><u>OPERATING EXPENDITURES</u></b>	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	<b><u>2022 COMMENTS</u></b>
15					
16	LANDFILL - SALARIES	94,000	97,040.63	100,800	Includes Casual 8 months in 2022 plus est. 5% increase
17	LANDFILL - LOCAL AUTHORITIES PENSION	5,900	6,172.49	6,300	
18	LANDFILL - CANADA PENSION PLAN	4,340	4,874.27	5,100	
19	LANDFILL - EMPLOYMENT INSURANCE	1,780	1,929.94	2,100	
20	LANDFILL - AUMA BENEFITS	2,920	3,020.43	3,160	
21	LANDFILL - WORKERS COMPENSATION	1,000	1,121.95	1,200	
22	LANDFILL - TRAINING & DEVELOPMENT	1,100	375.00	1,100	
23	LANDFILL - TRAVEL & SUBSISTANCE	3,000	-	3,000	Normal 1,000, Committee 2,000
24	LANDFILL - MEMBERSHIPS	800	545.33	600	AB Care Membership - 250, SWANA - 350
25	LANDFILL - TELEPHONE	1,800	1,738.29	1,850	
26	LANDFILL - ADVERTISING	1,000	222.10	1,000	
27	LANDFILL - CONSULTING SERVICES	16,000	21,093.99	20,000	Normal 20,000 Groundwater Monitoring & Reporting, Three new wells in 2022

	A	B	C	D	F
1	<b>BARRHEAD REGIONAL LANDFILL 2022 OPERATING BUDGET (PROPOSED)</b>				
2					
3	Presented to Committee: February 10, 2022			<b>PROPOSED</b>	
4		<b>2021</b>	<b>2021</b>	<b>2022</b>	
5		<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	
28	LANDFILL - BUILDING MAINT.	2,000	6,443.91	3,500	Normal 3,500 (Fence was cut several times in 2021)
29	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500	2,648.56	2,500	Transmission Sensor required in 2021
30	LANDFILL - 2005 CAT TRACK LOADER	14,000	59,112.92	14,000	Normal - 14,000, (Additional Repairs approx. 50,000 in 2021)
31	LANDFILL - USED 1/2 TON TRUCK	2,000	81.73	2,000	Normal - 2,000
32	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	43,500	61,191.05	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500
33	LANDFILL - INSURANCE	5,500	4,956.76	5,500	
34	LANDFILL - MATERIALS & SUPPLIES	9,000	5,806.88	11,500	Normal 3,500, Gravel 5,500, AED Machine 2,500
35	LANDFILL - TOXIC ROUNDUP	6,000	8,612.18	10,000	Roundup 9,000, Advertising 1,000
36	LANDFILL - GASOLINE & DIESEL	19,000	17,071.54	19,000	
37	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	800	699.75	800	
38	LANDFILL - GAS UTILITIES	1,400	1,414.51	1,500	
39	LANDFILL - POWER UTILITIES	<u>2,000</u>	<u>1,902.71</u>	<u>2,000</u>	
40	<b>TOTAL LANDFILL OPERATING EXPENDITURES</b>	241,340	308,076.92	271,010	
41					
42					
43					
44					
45					.



	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL LANDFILL</b>						
2	<b>2023 TO 2025 OPERATING PLAN (PROPOSED)</b>						
3	Presented To Committee: February 10, 2022						
4		<b>PROPOSED</b>		<b>PROPOSED</b>		<b>PROPOSED</b>	
5		<b>2023</b>		<b>2024</b>		<b>2025</b>	
6		<b>PLAN</b>	<b>2023 COMMENTS</b>	<b>PLAN</b>	<b>2024 COMMENTS</b>	<b>PLAN</b>	<b>2025 COMMENTS</b>
7	<b>OPERATING REVENUES</b>						
8	LANDFILL - TIPPING FEES	(113,000)		(113,000)		(116,000)	
9	LANDFILL - RECYCLE/OTHER REVENUES	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300
10	LANDFILL - MUNICIPAL GRANT (TOWN)	(75,300)		(77,620)		(78,500)	
11	LANDFILL - MUNICIPAL GRANT (COUNTY)	(75,300)		(77,620)		(78,500)	
12	<b>TOTAL LANDFILL OPERATING REVENUES</b>	(268,400)		(273,040)		(277,800)	
13							
14		<b>PROPOSED</b>		<b>PROPOSED</b>		<b>PROPOSED</b>	
15		<b>2023</b>		<b>2024</b>		<b>2025</b>	
16	<b>OPERATING EXPENDITURES</b>	<b>PLAN</b>	<b>2023 COMMENTS</b>	<b>PLAN</b>	<b>2024 COMMENTS</b>	<b>PLAN</b>	<b>2025 COMMENTS</b>
17	LANDFILL - SALARIES	106,500	Includes 1.5% increase and Casual - 9 mths	108,090	Includes 1.5% increase and Casual - 9 mths	109,750	Includes 1.5% increase and Casual - 9 mths
18	LANDFILL - LOCAL AUTHORITIES PENSION	6,400		6,500		6,600	
19	LANDFILL - CANADA PENSION PLAN	5,300		5,400		5,500	
20	LANDFILL - EMPLOYMENT INSURANCE	2,200		2,250		2,300	
21	LANDFILL - AUMA BENEFITS	3,300		3,450		3,650	
22	LANDFILL - WORKERS COMPENSATION	1,300		1,400		1,500	
23	LANDFILL - TRAINING & DEVELOPMENT	1,100		1,100		1,100	
24	LANDFILL - TRAVEL & SUBSISTANCE	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000
25	LANDFILL - MEMBERSHIPS	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350
26	LANDFILL - TELEPHONE	1,900		1,950		2,000	
27	LANDFILL - ADVERTISING	1,000		1,000		1,000	
28	LANDFILL - CONSULTING SERVICES	20,000	Normal 20,000 Groundwater Monitoring & Reporting	20,000	Normal 20,000 Groundwater Monitoring & Reporting	20,000	Normal 20,000 Groundwater Monitoring & Reporting
29	LANDFILL - BUILDING MAINT.	3,500	Normal 3,500	3,500	Normal 3,500	3,500	Normal 3,500
30	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500		2,500		2,500	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2023 TO 2025 OPERATING PLAN (PROPOSED)						
2							
3	Presented To Committee: February 10, 2022						
4		PROPOSED		PROPOSED		PROPOSED	
5		2023		2024		2025	
6		PLAN	2023 COMMENTS	PLAN	2024 COMMENTS	PLAN	2025 COMMENTS
31	LANDFILL - CAT TRACK LOADER	5,000	New Loader, Normal 5,000	5,000	New Loader, Normal 5,000	5,000	New Loader, Normal 5,000
32	LANDFILL - USED 1/2 TON TRUCK	2,000	Normal - 2,000	2,000	Normal - 2,000	2,000	Normal - 2,000
33	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500
34	LANDFILL - INSURANCE	5,800		6,100		6,400	
35	LANDFILL - MATERIALS & SUPPLIES	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500
36	LANDFILL - TOXIC ROUNDUP	10,000	Roundup 9,000, Advertising 1,000	10,000	Roundup 9,000, Advertising 1,000	10,000	Roundup 9,000, Advertising 1,000
37	LANDFILL - GASOLINE & DIESEL	21,000		23,000		25,000	
38	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	800		800		800	
39	LANDFILL - GAS UTILITIES	1,600		1,700		1,800	
40	LANDFILL - POWER UTILITIES	2,100		2,200		2,300	
41	TOTAL LANDFILL OPERATING EXPENDITURES	268,400		273,040		277,800	
42							
43							
44							
45							
46							
47		.		.		.	

	A	B	C	D	E	F
1	<b>BARRHEAD REGIONAL LANDFILL 2022 LANDFILL CAPITAL BUDGET (PROPOSED)</b>					
2						
3	Presented to Committee: February 10, 2022					
4					<b>BUDGET</b>	
5		<b>2021</b>	<b>2021</b>	<b>PROPOSED</b>	<b>DIFF</b>	
6	<b><u>LANDFILL CAPITAL REVENUES</u></b>	<b><u>BUDGET</u></b>	<b><u>FINAL</u></b>	<b><u>2022 BUDGET</u></b>	<b><u>2021/2022</u></b>	<b><u>COMMENTS</u></b>
7	LANDFILL - MUNICIPAL CONTRIBUTION (TOWN)	(9,000)	-	(29,000)	(20,000)	
8	LANDFILL - MUNICIPAL CONTRIBUTION (COUNTY)	(9,000)	-	(29,000)	(20,000)	
9	<b>TOTAL LANDFILL CAPITAL REVENUES</b>	<b>(18,000)</b>	<b>-</b>	<b>(58,000)</b>	<b>(40,000)</b>	
10						
11					<b>BUDGET</b>	
12		<b>2021</b>	<b>2021</b>	<b>PROPOSED</b>	<b>DIFF</b>	
13	<b><u>LANDFILL CAPITAL EXPENDITURES</u></b>	<b><u>BUDGET</u></b>	<b><u>FINAL</u></b>	<b><u>2022 BUDGET</u></b>	<b><u>2021/2022</u></b>	<b><u>COMMENTS</u></b>
14	CAMERAS/SECURITY SYSTEM	18,000	-	18,000	-	
15	NON-COMPLIANCE REHAB (WELL DRILLING, ETC)	-	-	40,000	40,000	
16	<b>TOTAL LANDFILL CAPITAL EXPENDITURES</b>	<b>18,000</b>	<b>-</b>	<b>58,000</b>	<b>40,000</b>	
17						
18						
19						
20						
21						

[illegible]

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Bank Statement – for month ending February 28, 2022

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**1.0 PURPOSE:**

To approve the Monthly Bank Statements for the month ended February 28, 2022.

**2.0 BACKGROUND AND DISCUSSION:**

Not applicable.

**3.0 ALTERNATIVES:**

3.1 That Council approves the Monthly Bank Statement for the month ending February 28, 2022, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending February 28, 2022 and to instruct Administration to provide further information for the next regular Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

None

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

None

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Not Applicable

**8.0 ATTACHMENTS:**

8.1 Monthly Bank Statement for month ending February 28, 2022.

**9.0 RECOMMENDATION:**

That Council approves the Monthly Bank Statement for the month ending February 28, 2022, as presented.

(original signed by the CAO)

Edward LeBlanc  
CAO

**TOWN OF BARRHEAD  
MONTHLY BANK STATEMENT  
FOR MONTH ENDED FEBRUARY 28, 2022**

<b>PER TOWN OF BARRHEAD:</b>	<b>SERVUS</b>	
	<b>GENERAL ACCT</b>	<b>TERM DEPOSITS</b>
Net Balance - Previous Month	10,109,725.09	0.00
Receipts	1,089,397.20	
Interest	5,596.27	
Transfers from/to Term Deposits	0.00	0.00
Cancelled Cheques	0.00	
<b>SUBTOTAL</b>	<b>11,204,718.56</b>	<b>0.00</b>
Disbursements	1,735,229.26	
Debentures/Interest		
School Requisition	0.00	
Transfers from/to General	0.00	0.00
NSF/Returned Cheques or Transfers		
Postdated Cheques	0.00	
<b>NET BALANCE AT END OF MONTH</b>	<b>9,469,489.30</b>	<b>0.00</b>
*****		
<b>PER BANK:</b>		
Balance at end of month	10,009,817.30	0.00
Outstanding Deposits	5,487.73	
<b>SUBTOTAL</b>	<b>10,015,305.03</b>	<b>0.00</b>
Outstanding Cheques	545,815.73	
<b>NET BALANCE AT END OF MONTH</b>	<b>9,469,489.30</b>	<b>0.00</b>

**TERM DEPOSIT SUMMARY**  
**FOR MONTH ENDED FEBRUARY 28, 2022**

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



# REQUEST FOR DECISION

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates

---

## **1.0 Purpose:**

To approve revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates.

## **2.0 Background and Discussion:**

During the Provincial 2020/2021 fiscal year the Province introduced new unit rates when responding to incidents on Provincial highways. With the Barrhead Regional Fire Services' new unit, the Town's policy # 23-21-003 (Appendix A) needs to be amended, as per attached (the proposed amendments are highlighted in yellow).

Administration has notified the County accordingly with no action required from their office.

## **3.0 Alternatives:**

- 3.1 Council approve the revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates, as presented.
- 3.2 Council tables the proposed revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates and instructs Administration to provide further information and bring back the information at the next Council Meeting.

**4.0 Financial Implications:**

Minimal.

**5.0 Interdepartmental Implications:**

Not applicable.

**6.0 Senior Government Implications:**

Not applicable.

**7.0 Political/Public Implications:**

Limited.

**8.0 Attachments:**

8.1 Revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates

**9.0 Recommendations**

Council approve the revised Policy # 23-21-003 (Appendix A) Barrhead Fire Services Response and Billing Rates, as presented.

(Original signed by the CAO)  
Edward LeBlanc  
CAO

## **Policy 23-21-003-Appendix “A” Barrhead Fire Services Response and Billing Rates**

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### **PROCEDURES:**

The Fire Chief or designate will be responsible for the issuance of invoices according to policy statement 23-21-003.

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The Attached Document **23-21-003-A** are the approved incident response rates.

All expendables (foam, saw blades, extinguishers, absorbent material, etc.) shall be replaced at the sole cost of the receiver of the aid.

Any cost arising for outside assistance such as “Mutual Aid”, any additional equipment materials and services utilized are charged back to the recipient of the aid if a “Mutual Aid Agreement” is not in place.

Any cost arising from the use of County equipment will be invoiced based on the County equipment rate policy. Any cost arising from the use of Town equipment will be invoiced based on the Town equipment rate policy.

***The Fire Chief will ensure this policy is adhered to and updated and reviewed as needed. All staff will ensure this policy is adhered to and incidents requiring the use of this policy are identified and reported immediately to the Fire Chief's office. All staff will review and ensure understanding of this policy annually.***

Unit	Description	Fire fighters Included	Hourly Rate	Comments
Command 1	2019-Dodge 3/4 Ton	1	\$185.00 for Prov. Highway Right-of-way	Command 1 has a enclosed topper and the ability to block with misc.. Hand tools and pylons
Command 2	2014-Dodge 3/4 Ton	1	\$185.00 for Prov. Highway Right-of-way	Command 2 has a enclosed topper and the ability to block with misc.. Hand tools and pylons
Tower 6	2009-Pierce 104 Foot Ladder/Platform	4	\$630.00 Prov. Highway Right-of-way	T-6 is a 2000 GPM Pump with multiple attack lines master streams, Connection Air system and Misc Tools and Fans
Engine-33	2006-Freightliner Rosenbauer 1000GPM pump	5	\$630.00 Prov. Highway Right-of-way	E-33 is a 1000GPM pump with pre-connected attack lines and two fixed master streams with misc tools for suppression.
Engine-37	2021-Freightliner Fort Garry 1000GPM pump	5	\$630.00 for Prov. Highway Right-of-way	E-37 is a 1250GPM pump with pre-connected attack lines and misc tools for suppression.
Rescue-8	2011-Freightliner Rosenbauer Heavy rescue	6	\$630.00 for Prov. Highway Right-of-way	R-8 is a Command/Rescue unit with awning light tower Re-hab equipped with Heavy hydraulics and misc Rescue tools.
Tender-34	2008-Freightliner Rosenbauer Water Tender 500 GPM pump and 1800 Gal water	2	\$630.00 for Prov. Highway Right-of-way	Tender-34 is a tactical tender that has a bumper mounted monitor. It can be used for Firefighting @ \$400.00 per/hr or transporting water @ \$250.00 per/hr. and one 1800Gal port-o-tank
Tender-5	2014-Kenworth Water Tender 500GPM pump and 3000 Gal Water	2	\$630.00 for Prov. Highway Right-of-way	Tender-5 is a Super Tender with a bumper mounted monitor.
Rapid Attack Truck-1	2020- 1 Ton Bush Truck	4	\$630.00 for Prov. Highway Right-of-way	RAT-1 is equipped with a 300 gal CET bush pack with class A foam and misc wild land tools, including wajax pump and chainsaw
Wildland 1	2012 Polaris off road side by side 6x6	2	\$150.00	Wild-1 has a CET skid unit with 65 Gal of water and a 5Hp pump with the ability to secure a patient for remote access. Stored in a 30 foot Aluminum Trailer.

Unit	Description	Fire fighters Included	Hourly Rate	Comments
Fire Fighter				
Administrative time	Per/Hrs	N/A	\$75.00	Time use to enter data or perform tasks outside normal duties.
Investigative time	Per/Hrs	N/A	\$100.00	Time use by trained members to search for cause and determination of an incident.

Unit	Description	Recommendation	Comments
Historical Search	Per property searched	\$50.00	Time used to look into property outstanding, orders calls to or changes recommended to the property
Bullex Prop.	Extinguisher Prop.	\$100.00 per day Max. \$500 for 14 days	Proper training and Credit card pre. Authorization for \$2,000.00
K-Size Air bottle fill		\$50.00	All bottles must be within the certified time frame.
E/D-Size Air bottle fill		\$20.00	All bottles must be within the certified time frame.
Floor Dry	Standard Floor Dry	All cost are at our purchase price plus 10% processing fee. As cost fluctuate	Cost Per. Bag
Floor Dry	Special Bio. or Chem. Dry		Cost Per Bag, Pail
Foam	Class "A"		Cost Per Pail
Foam	Class "B"		Cost Per Pail
Foam	Class Fire Aid		Cost Per Pail

# REQUEST FOR DECISION

---

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Draft new regional fire services agreement

---

## **1.0 PURPOSE:**

For Council to review the draft regional fire services agreement for consideration and formal endorsement.

## **2.0 BACKGROUND AND DISCUSSION:**

The existing fire services agreement expired on December 31, 2021.

Both Administrations have reviewed the existing services agreement and provided their respective comments in order to draft a new regional fire agreement. The agreement was formally reviewed by the Regional Fire Services Committee during their meeting of February 23<sup>rd</sup>.

During the formal reviewed, the Committee made a few changes (shown in green on the attached draft document) and passed the following motion:

*Moved by Cr. Lane that the Barrhead Regional Fire Services amending Agreement be recommended for approval to both the Town Council and County Council, as revised.*

Even though the final draft version as agreed by the Committee did not change the intent or scope of the agreement, the revised wording was shared with the County's Administration and they found it to be acceptable.

For ease of reference and convenience, the attached draft agreement illustrates the proposed deletions by way of yellow highlighted strikethroughs while any suggestion for new wording are shown in red. As previously noted, any green highlighted areas are the amendments agreed upon by the Committee.

### **3.0 ALTERNATIVES:**

- 3.1 That Council approve the draft Barrhead Regional Fire Services agreement, as presented.
- 3.2 Council tables the draft Barrhead Regional Fire Services agreement and instructs Administration to provide further information for the next regular Council Meeting.
- 3.3 Council tables the draft Barrhead Regional Fire Services agreement and instructs the Barrhead Regional Fire Services Committee to provide further information and to bring back the information at a future Council Meeting.

### **4.0 FINANCIAL IMPLICATIONS:**

The financial obligations for both municipalities will not change as a result of the draft service agreement.

### **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

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

Not Applicable

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

Limited

### **8.0 ATTACHMENTS:**

- 8.1 Draft new Barrhead Regional Fire Services Agreement

### **9.0 RECOMMENDATION:**

That Council approve the draft Barrhead Regional Fire Services Agreement, as presented.

(Original signed by the CAO)  
Edward LeBlanc  
CAO



This Agreement made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ A.D.

BETWEEN: **THE TOWN OF BARRHEAD,**  
A Municipal Corporation of  
Box 4189, Barrhead, Alberta T7N 1A2  
**(Hereinafter Referred to as 'the Town')**

*First Party,*

- And -

**THE COUNTY OF BARRHEAD NO. 11,**  
A Municipal Corporation of  
5306-49 Street, Barrhead, Alberta T7N 1N5  
**(Hereinafter Referred to as 'the County')**

*Second Party,*

### **FIRE SERVICES AGREEMENT**

**WHEREAS**, the *Municipal Government Act*, being R.S.A. 2000, c. M-26, as amended, provides that a municipality may provide any service or thing that it provides in all or part of the municipality in another municipality with the agreement of the other municipal authority, and

**WHEREAS** it is deemed desirable by the Council of the Town and the Council of the County to enter into an agreement to provide jointly and with each other, regional fire protection services within the municipalities.

**NOW THEREFORE**, in consideration of the mutual covenants, terms and conditions contained in this agreement, the Town and County agree as follows:

#### **1. Definitions**

In this Agreement

- a) **"Barrhead Regional Fire Services"** means the department established by the parties hereto to provide fire protection services to the municipalities.
- b) **"Chief Administrative Officer (CAO)"** shall mean the person appointed by the respective Councils of the Town and the County as the administrative head of each municipality.
- c) **"Committee"** shall mean the Barrhead Regional Fire Services Committee established by the Town and County pursuant to this agreement.
- d) **"Member"** shall mean an individual appointed to the Committee.
- e) **"Regional"** shall mean the area that falls within the municipal boundaries of the Town and the County.

- f) **“Response”** shall mean the act of mobilizing firefighters and/or equipment to deal with an emergency situation.
- g) **“Unit of Authority”** shall mean the municipality appointed within this Agreement to carry out the administrative and operational duties required for the provision of fire services pursuant to this agreement.

## 2. TERM, AMENDMENTS & TERMINATION

- 2.1 This Agreement shall come into effect as of January 1, **2022**.
- 2.2 This Agreement shall remain in force for a term of five (5) years unless terminated in accordance with Article 2.4.
- 2.3 This Agreement shall automatically renew from year to year during the term, unless,
  - 2.3.1 Both parties jointly agree to review this Agreement at any time during the term, or
  - 2.3.2 Either party gives written notice to the other party, not less than ninety (90) days prior to the annual renewal date, indicating a desire to review the agreement, or
  - 2.3.3 Either party gives written notice to the other party to terminate this Agreement in accordance with Article 2.4.
- 2.4 This Agreement may be terminated by either party, effective 365 days following written notice to the other party, provided such that termination by either party shall not operate so as to release or discharge any obligation, condition, indemnity or liability of either party pursuant to this Agreement.
- 2.5 Upon termination of this Agreement, distribution of inventory will occur as follows:
  - 2.5.1 Consumable inventory and supplies purchased pursuant to this Agreement will be distributed equally between the Town and County.
  - 2.5.2 Capital building assets shall be distributed according to the Emergency Response Centre Agreement as amended from time to time.
  - 2.5.3 Capital equipment purchased as identified in Schedule A will remain the property of the respective municipality.
  - 2.5.4 Capital equipment purchased pursuant to **their this** Agreement and identified in Schedule B, shall be valued at the market value on the day of termination and sold with the proceeds split equally or either party may compensate the other based on 50 percent of the value.

## 3. COMMITTEE STRUCTURE

**That a “Barrhead Regional Fire Services Committee” (hereinafter referred to as “the Committee”) be established.**

- 3.1 The membership of the Committee shall consist of:

- 3.1.1 Two (2) Members of the Town Council to be appointed by the Town at its annual organizational meeting
- 3.1.2 Two (2) Members of the County Council to be appointed by the County at its annual organizational meeting,
- 3.1.3 One (1) Member resident of the Town to be appointed by the Town at its annual organizational meeting, and
- 3.1.4 One (1) Member resident of the County to be appointed by the County at its annual organizational meeting.
- 3.2 Each party is responsible for appointing an alternate Member of Council to the Committee.
- 3.3 Mayor and Reeve, as Ex-Officio, may attend the Committee meetings but have no voting rights unless serving as an alternate for an appointed member.
- 3.4 The Committee will ~~meet annually within forty five (45) days of the appointment of all members, at which meeting the members will~~ elect a Chairman and a Vice Chairman **after the Annual Organizational Meetings held by the Town and the County**. The Chairman of the Committee shall be ~~either a Member of the Town Council or a Member of the County Council~~ **from the municipality that is identified as the Unit of Authority**.
- 3.5 ~~The Committee shall hold at least one meeting quarterly. The Committee shall hold at least one annual meeting in order to complete the duties as outlined in Section 4.0~~
- 3.6 The Chairman may summon a Special Meeting.
- 3.7 The Chairman shall summon a Special Meeting if requested to do so by three (3) or more members of the Committee.
- 3.8 Notice of any meeting of the Committee shall be given not less than ~~forty eight (48) ninety six (96) hours~~ **four (4) business days** before the meeting time.
- 3.9 Every question shall be decided by a majority vote of the members in attendance at the meeting. No member shall abstain from voting, unless required to so due to a pecuniary interest.
- 3.10 A majority of the members constitutes a quorum of the Committee.
- 3.11 Vacancies on the Committee shall be filled only by resolution by the Council that appointed the original member.
- 3.12 The Chief Administrative Officer (CAO) of each party, or their designate, and the Fire Chief and Deputy Fire Chief, shall be given notice of each meeting and shall be invited to attend every such meeting. The CAOs, the Fire Chief and the Deputy Fire Chief shall not have voting rights.
- 3.13 The Chairman, or in his absence, the Vice Chairman, shall preside at meetings.

- 3.14 The Unit of Authority shall provide a Recording Secretary to the Committee. The Recording Secretary shall not have voting rights.
- 3.15 The Recording Secretary shall:
  - 3.15.1 record minutes of each Committee meeting and provide copies of such to the Committee members; and
  - 3.15.2 give notice to all members and others entitled to receive notice of all meetings.
- 3.16 Expenses for Committee members, other than those expenses for attending Committee meetings, shall be paid by the Unit of Authority and shall be considered as operational costs on behalf of the Barrhead Regional Fire Services.
- 3.17 Remuneration for Committee members' attending Committee meetings and/or conferences shall be the responsibility of each Committee member's appointing municipality and shall not be considered as operating costs of the Barrhead Regional Fire Services.

#### 4. COMMITTEE DUTIES

- 4.1 Review and recommend policies and procedures for the efficient operations of the Barrhead Regional Fire Services and the Emergency Response Center to the Council of both parties annually for approval.
- 4.2 Provide direction to the Unit of Authority regarding operations.
- 4.3 Recommend annual capital and operating budgets for the Barrhead Regional Fire Services and the Emergency Response Centre to the Council of both parties for approval.
- 4.4 **Recommend 3 Year Financial Plans and 10 Year Capital Plans for the Barrhead Regional Fire Services and the Emergency Response Centre to the Councils of both parties for approval.**
- 4.5 Review and receive reports from the Fire Chief and the Unit of Authority on the operations of the Barrhead Regional Fire Services and the Emergency Response Centre.
- 4.6 Review and make recommendations to the Unit of Authority on the job description and duties of the Fire Chief and Deputy Fire Chief positions.
- 4.7 Make recommendations to the Unit of Authority on the appointment and terms of employment for the Fire Chief, and
- 4.8 Comply with the provisions of the Bylaws of each party hereto.

#### 5. UNIT OF AUTHORITY

- 5.1 The Town of Barrhead is designated as Unit of Authority for the term of this agreement unless changes to the Unit of Authority are made pursuant to Article 2 of this Agreement.

5.2 The Unit of Authority shall

- 5.2.1 By its officers or employees authorized to do so, execute agreements, cheques and other negotiable instruments, or any other document, as may be required for the efficient operations of the Barrhead Regional Fire Services, always subject to the approvals required pursuant to this Agreement.
- 5.2.2 Administer all financial aspects of the Barrhead Regional Fire Services, including the power to authorize all capital and operating expenditures included within annual operating and capital budgets approved by Council of both parties.
- 5.2.3 Supervise the daily operations of the Barrhead Regional Fire Services, pursuant always to the directive and approvals of the Committee.
- 5.2.4 Recruit and hire staff and engage volunteers for the operations of the Barrhead Regional Fire Services, within the approved annual operational budget
- 5.2.5 Provide the Committee and the parties hereto with an annual combined financial statement including the revenues and expenditures from the operations of the Barrhead Regional Fire Services,
- 5.2.6 Requisition the parties hereto on a quarterly basis for the Barrhead Regional Fire Services operational expenses and monthly for responses within each parties' jurisdiction.
- 5.2.7 Ensure that the policies and procedures approved by the parties for the operations of the Barrhead Regional Fire Services are implemented.
- 5.2.8 Consult with the CAO of the other party on a regular basis regarding operations, **and** overall performance **and annual budgets and plans.**

**6. FIRE CHIEF**

- 6.1 The Fire Chief, subject to the terms set forth in any employment agreement with the Unit of Authority established herein, shall:
  - 6.1.1 Be responsible for the day-to-day operations of the Barrhead Regional Fire Services
  - 6.1.2 Be responsible for the supervision of Fire Guardians appointed by the parties hereto.
  - 6.1.3 In consultation with the Unit of Authority, prepare the annual budget, **capital plan, 3 Year Financial Plan and 10 Year Capital Plan** and present it for the approval of the Committee and final approval of Councils' of both parties hereto.
  - 6.1.4 Make verbal and written reports as may be requested from time to time by the Committee or any of the parties hereto, and

6.1.5 Fulfill all duties and responsibilities required by the terms of employment established pursuant to this Agreement

6.1.6 Ensure that the policies and procedures approved by the parties for the operations of the Barrhead Regional Fire Services are adhered to.

## **7. BARRHEAD REGIONAL FIRE SERVICES**

7.1 A department to be known as Barrhead Regional Fire Services be established to provide the fire protection services to the parties hereto

7.2 The Barrhead Regional Fire Services shall operate in accordance with the policies approved by the parties hereto.

7.3 The Barrhead Regional Fire Services shall provide services within the municipal boundaries of the Town and County.

7.4 The Barrhead Regional Fire Services shall provide fire protection services, taking into account the equipment available, the level of training, and policies and standard operating procedures at the time the service is provided. Without limiting the generalities above, such fire protection services shall include:

7.4.1 Fire suppression and rescue operations associated with structures and buildings of any kind, wild land fire, trash fires, or any other type of fire of whatever nature;

7.4.2 Response and rescue operations associated with Motor Vehicle Accidents;

7.4.3 Fire prevention and investigation in accordance with the levels set out in the Regional Quality Management Plan;

7.4.4 Enforcement of the Safety Code Act and related regulations;

7.4.5 Inspections and permitting;

7.4.6 Rescue and recovery in accordance with the Barrhead Regional Fire Services Standard Operating Procedures.

7.4.7 Initiation and promotion of fire related public education programs;

7.4.8 Response to events as requested by Alberta Health Services in accordance with the Service Levels of the Barrhead Regional Fire Services;

7.4.9 Response to events as requested by RCMP; and

7.4.10 Response pursuant to any Mutual Aid Agreement the Town or County have entered into.

## **8. COUNTY FINANCIAL CONTRIBUTION**

The County shall:

8.1 Be invoiced, at the rates for service approved annually by the Councils of the Town and County, for all responses made by the Barrhead Regional Fire Services of

personnel and/or equipment to any property, land or place within the County's jurisdiction.

- 8.2 Be responsible for payment of invoices received from the Unit of Authority on a quarterly basis that are charged pursuant to this Agreement.

8.2.1 Invoices may also include expenses for response within the County's jurisdiction for extraordinary items related to large scale events that are unbudgeted.

- 8.3 **Be responsible for equal cost-sharing of 20 percent of an Administrative Support position provided by the Unit of Authority to deliver payroll and accounts payable functions for the Barrhead Regional Fire Services.**

~~8.4 Be responsible for 50 percent of a portion of a full time Administrative Support position provided by the Unit of Authority to deliver payroll and accounts payable functions for the Barrhead Regional Fire Services.~~

~~8.4.1 The portion of a full time position is set at 20 percent and shall be reviewed annually by the Committee and recommended to Council's for approval in the annual operating budget.~~

- 8.5 Be responsible for the County's share of the radio dispatch fees on a per capita basis.

- 8.6 Be responsible for Fire Guardian remuneration and reimbursement of expenses according to the rates set by the County from time to time.

- 8.7 Make available, at its own expense, any additional fire-fighting apparatus which is intended for response only within the County.

- 8.8 Be responsible for billing its own property owners if they so choose

## 9. TOWN FINANCIAL CONTRIBUTION

The Town shall:

- 9.1 Be invoiced, at the rates for service approved annually by the Councils of the Town and County, for all responses made by the Barrhead Regional Fire Services of personnel and/or equipment to any property, land or place within the Town's jurisdiction.

- 9.2 Be responsible for payment of invoices received from the Unit of Authority on a quarterly basis that are charged pursuant to this Agreement.

9.2.1 Invoices may also include expenses for response within the Town's jurisdiction for extraordinary items related to large scale events that are unbudgeted.

- 9.3 **Be responsible for equal cost-sharing of 20 percent of an Administrative Support position provided by the Unit of Authority to deliver payroll and accounts payable functions for the Barrhead Regional Fire Services.**

~~9.4 Be responsible for 50 percent of a portion of a full time Administrative Support position provided by the Unit of Authority to deliver payroll and accounts payable functions for the Barrhead Regional Fire Services.~~

~~9.4.1 The portion of a full time position is set at 20 percent and shall be reviewed annually by the Committee and recommended to Council's for approval in the annual operating budget.~~

- 9.5 Be responsible for the Town's share of the radio dispatch fees on a per capita basis
- 9.6 Make available, at its own expense, any additional fire-fighting apparatus which is intended for response only within the Town, and
- 9.7 Be responsible for billing its own property owners if they so choose

## 10. OTHER FINANCIAL CONSIDERATIONS

- 10.1 Motor Vehicle Accident responses, including the Fire Chief and Deputy Fire Chief wages, along with their response vehicle costs will be billed to Alberta Transportation for calls on numbered highways according to the rates of service approved annually by the Councils of the Town and County.
- 10.2 Each party may, either individually or jointly, enter into a Mutual Aid Agreement with another jurisdiction to receive or provide fire protection services.
  - 10.2.1 Costs associated with responding under a Mutual Aid Agreement may be billed to the respective municipality where the response was provided.
  - 10.2.2 Costs associated with either party receiving fire protection services under a Mutual Aid Agreement shall be the responsibility of the municipality within which the response was provided.
- 10.3 Approval by both parties is required prior to Barrhead Regional Fire Services entering into a Fire Services Agreement with another municipality, organization or any other entity.
- 10.4 All responses and costs will be documented in a timely manner and invoiced on a quarterly basis to the respective municipality where the response was provided.
- 10.5 Water Trucks and Tankers include one full tank of water in the hourly rate that is charged to the municipalities. Additional water usage beyond the amount covered by this hourly rate will be invoiced based on the Barrhead Regional Water Commission prices to the municipalities on a per cubic meters basis.
- 10.6 Any deficit or surplus incurred for the operations of the Barrhead Regional Fire Services shall be shared on an equal basis by the parties hereto, unless otherwise agreed to by the parties.
- 10.7 Capital and operating budgets **and capital and financial plans** shall be approved annually by each party hereto.



- 10.8 Any extraordinary expenses or costs not provided for in the annual approved budget and requested to be paid by the Unit of Authority shall be subject to the prior approval of the affected party, excepting those extraordinary expenses or costs necessarily incurred due to emergency situations.
- 10.9 The Fire Chief and Deputy Fire Chief salaries, along with their response vehicle costs, will not be invoiced to either the Town or County that are party to this Agreement.

## **11. EQUIPMENT**

- 11.1 Both parties shall make available to the Barrhead Regional Fire Services the apparatus set forth in Schedules A and B attached to this Agreement.

## **12. LIABILITY & INDEMNIFICATION**

- 12.1 Both parties are responsible for obtaining and maintaining in good standing
  - 12.1.1 Public liability and property damage insurance on terms considered necessary by the Committee,
  - 12.1.2 General liability insurance coverage covering the Fire Services provided under this Agreement with both parties being added as a named insured under the said coverage.
- 12.2 Both parties indemnify and save harmless the other party, its agents, servants, officers, elected officials or employees with respect to any claim, action, suit, proceeding or demand including those relating to negligence, made or brought against either party, its agents, servants, officers, elected officials or employees by any third party with respect to any occurrence, incident, accident or happening relating to the provision of Fire Services pursuant to this Agreement, excepting any occurrence, incident, accident or happening involving negligence or intentional torts by either party, its agents, servants, officers, elected officials or employees.
- 12.3 The indemnification set forth above, shall survive the expiration of the Term of this Agreement or the termination of this Agreement for whatever cause and any renewal or extension of the Term, as the case may be.

## **13. DISPUTE RESOLUTION**

- 13.1 In the event of any dispute between the parties arising in respect of this Agreement or any matter arising out of this Agreement; such disputes shall be settled using the following mechanisms in the order presented below.
  - 13.1.1 By way of Administrative representatives, as determined by the CAOs, from each party working together to devise a recommendation(s) to the Committee for settling the dispute, or
  - 13.1.2 By way of mediation with costs of mediation to be shared equally by both parties, or

13.1.3 By way of arbitration, pursuant to the provisions of the Arbitration Act of the Province of Alberta.

#### 14. GENERAL

14.1 This agreement shall be governed and interpreted in accordance with the laws of the Province of Alberta

14.2 Any notices given under this agreement shall be sent to the attention of the CAO and delivered personally or mailed as follows:

Town of Barrhead: P.O. Box 4189, 5014 - 50 Avenue  
Barrhead, Alberta T7N 1A2  
Fax: (780) 674-5648

County of Barrhead: 5306 - 49 Street,  
Barrhead, Alberta T7N 1N5  
Fax: (780) 674-2777

14.3 The parties will execute and do all such further deeds, acts, things and assurances as may be reasonably requisite to carry out the intent of this agreement including but not limited to performing all administrative, accounting and record keeping functions relating to the proper discharge of respective obligations pursuant to this Agreement.

14.4 Both parties will obtain and maintain in good standing all necessary licenses, permits and other authorizations of Town and County chattels in order to permit the Barrhead Regional Fire Services to carry out its duties and responsibilities.

14.5 Time shall in all respects be of the essence in this agreement.

14.6 If any provision of this agreement is determined to be invalid or unenforceable, it shall be severable from the remainder of this agreement, which shall continue to remain in full force and effect.

14.7 This Agreement and the attached Schedules constitute the entire Agreement between the parties and supersedes all prior agreements, understandings, negotiations and discussions. There are no undertakings, representations or promises, express or implied, other than those contained in this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this agreement to be executed, attested by the signatures of the respective authorized signing authorities for the day and year first written above and affixing of the corporate seals.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
*Seal*

**COUNTY OF BARRHEAD NO. 11**

\_\_\_\_\_  
*Seal*

DRAFT

**SCHEDULE "A"**

To Barrhead Fire Services Agreement

**Apparatus the County Shall Make Available to Barrhead Fire Services**

Unit	Description	Serial Number	Purchase Date	Purchase Price
Tender #34	2008 Rosenbauer Pumper Tanker Unit	1FVACYBSX9HAC8737	2008	\$230,277
Engine #33	2006 Freightliner Fire Truck with 1,050 Imperial Gallon Per Minute Pump	1FVACYDJX7HX11394	2006	\$308,406

**~~Apparatus the Town Shall Make Available to Barrhead Fire Services~~**

<del>Unit</del>	<del>Description</del>	<del>Serial Number</del>	<del>Purchase Date</del>	<del>Purchase Price</del>
<del>Engine #3</del>	<del>1999 FL80 Freightliner with 1,050 Imperial Gallons Per Minute Pump</del>	<del>1FV6JCB1XHG78954</del>	<del>1999</del>	<del>\$176,000</del>

**SCHEDULE "B"**

To Barrhead Fire Services Agreement

**Apparatus the Town and County Jointly Own and  
Shall Make Available to Barrhead Fire Services**

Unit	Description	Serial Number	Purchase Date	Purchase Price
Tower #6	2007 Pierce Platform Truck	4P1CD01FX7A007618	2016	\$800,000
Command #1	<b>2019 Dodge ¾ ton Truck</b>	<b>3C6TR5EJXKG602640</b>	<b>2019</b>	<b>\$83,000</b>
<del>Command #1</del>	<del>2014 Dodge ¾ ton truck</del>	<del>3C6TR5EJ5EG298556</del>	<del>2014</del>	<del>\$76,000</del>
Tender #5	2014 Kenworth Water Tanker	2NKHLJ9X0EM415151	2014	\$300,000
Support #9	2012 Polaris 6 x 6 with enclosed Trailer	4XAH76A2C4720051	2012	\$65,500
Rescue #8	2011 Command Rescue Truck	1FVACYBS760BB6207	2011	\$320,000
Command #2	<b>2014 Dodge ¾ ton truck</b>	<b>3C6TR5EJ5EG298556</b>	<b>2014</b>	<b>\$76,000</b>
<del>Command #2</del>	<del>2010 Chevrolet Crew Cab</del>	<del>1GT4K1BG5AF117194</del>	<del>2010</del>	<del>\$52,989</del>
<b>RAT #1</b>	<b>2020 Rapid Attack Truck</b>	<b>1GC4YTEY6LF268143</b>	<b>2020</b>	<b>\$118,000</b>
<del>RAT #1</del>	<del>1999 Ford F-350 Rescue Truck</del>	<del>1FDWW37SXXE81868</del>	<del>1999</del>	<del>\$65,000</del>
<b>Engine #37</b>	<b>2021 Freightliner Fire Engine</b> <b>2021 Fort Garry Fire Truck</b>	<b>4S7CU2D94LC088736</b>	<b>2021</b>	<b>\$642,000</b>

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** Requested for an additional handicapped parking stall

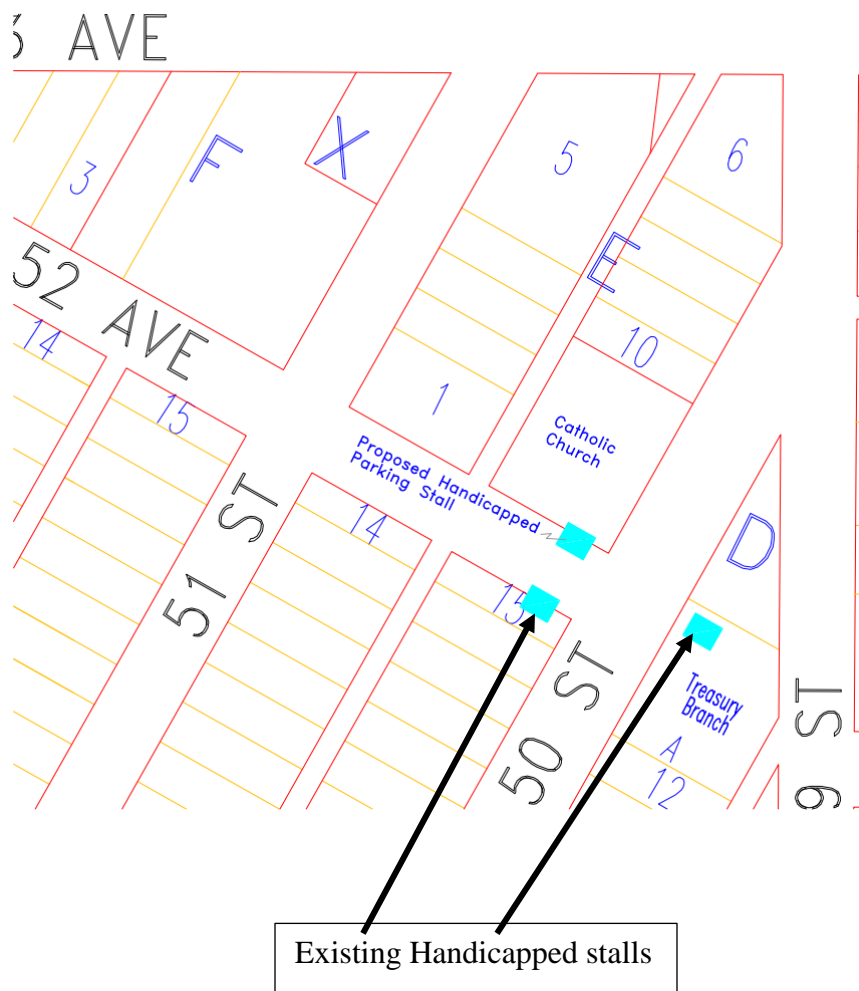
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**1.0 Purpose:**

For Council to consider providing further instructions to Administration as a result of a recent request to provide an additional handicapped parking stall.

**2.0 Background and Discussion:**

Administration is in receipt of a letter from St. Anne's Roman Catholic Church dated March 10, 2022 requesting for one additional handicapped parking stall on the southeast corner of 52 avenue and 50 street.



### 3.0 **Alternatives:**

- 3.1 Council instructs Administration to prepare an amending Bylaw to the current Traffic Bylaw 03-2021 to accommodate the request from St. Anne's Roman Catholic Church dated March 10, 2022 to have one handicapped parking stall installed on the southeast corner of 52<sup>nd</sup> avenue and 50<sup>th</sup> street and present it at the next Council Meeting.
- 3.2 Council tables the request from St. Anne's Roman Catholic Church dated March 10, 2022 to have one handicapped parking stall installed on the southeast corner of 52<sup>nd</sup> avenue and 50<sup>th</sup> street and instructs Administration to provide further information and bring back the information at the next Council Meeting.
- 3.3 Council denies the request from St. Anne's Roman Catholic Church dated March 10, 2022 to have one handicapped parking stall installed on the southeast corner of 52<sup>nd</sup> avenue and 50<sup>th</sup> street.

**4.0 Financial Implications:**

None

**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 St. Anne's Roman Catholic Church dated March 10, 2022

8.2 Aerial photo of the area in question

**9.0 Recommendations**

Administration awaits for further direction from Council.

(Original signed by the CAO)

Edward LeBlanc  
CAO



## ST. ANNE'S ROMAN CATHOLIC CHURCH

5210 - 50 Street, Barrhead, Alberta T7N 1A4

Phone: 780-674-2662

E-mail: [jmj111@telus.net](mailto:jmj111@telus.net)

Website: [www.stannesbarrhead.com](http://www.stannesbarrhead.com)

March 10, 2022

Edward LeBlanc  
Chief Administrative Officer  
Box 4189  
Barrhead, AB T7N 1A2

Dear Mr. LeBlanc:

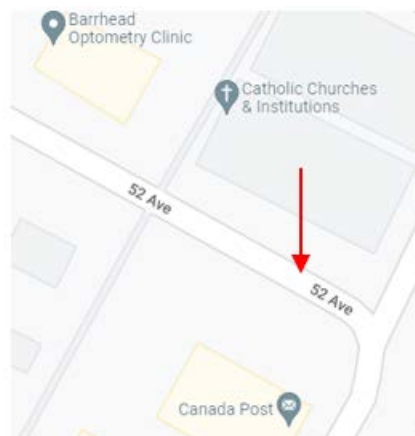
I'm writing on behalf of St. Anne's Roman Catholic Church with a request for one handicapped parking spot on the southeast corner of 52 Avenue and 50 Street – across the street from the handicapped parking spot at the Barrhead Post Office (see map below).

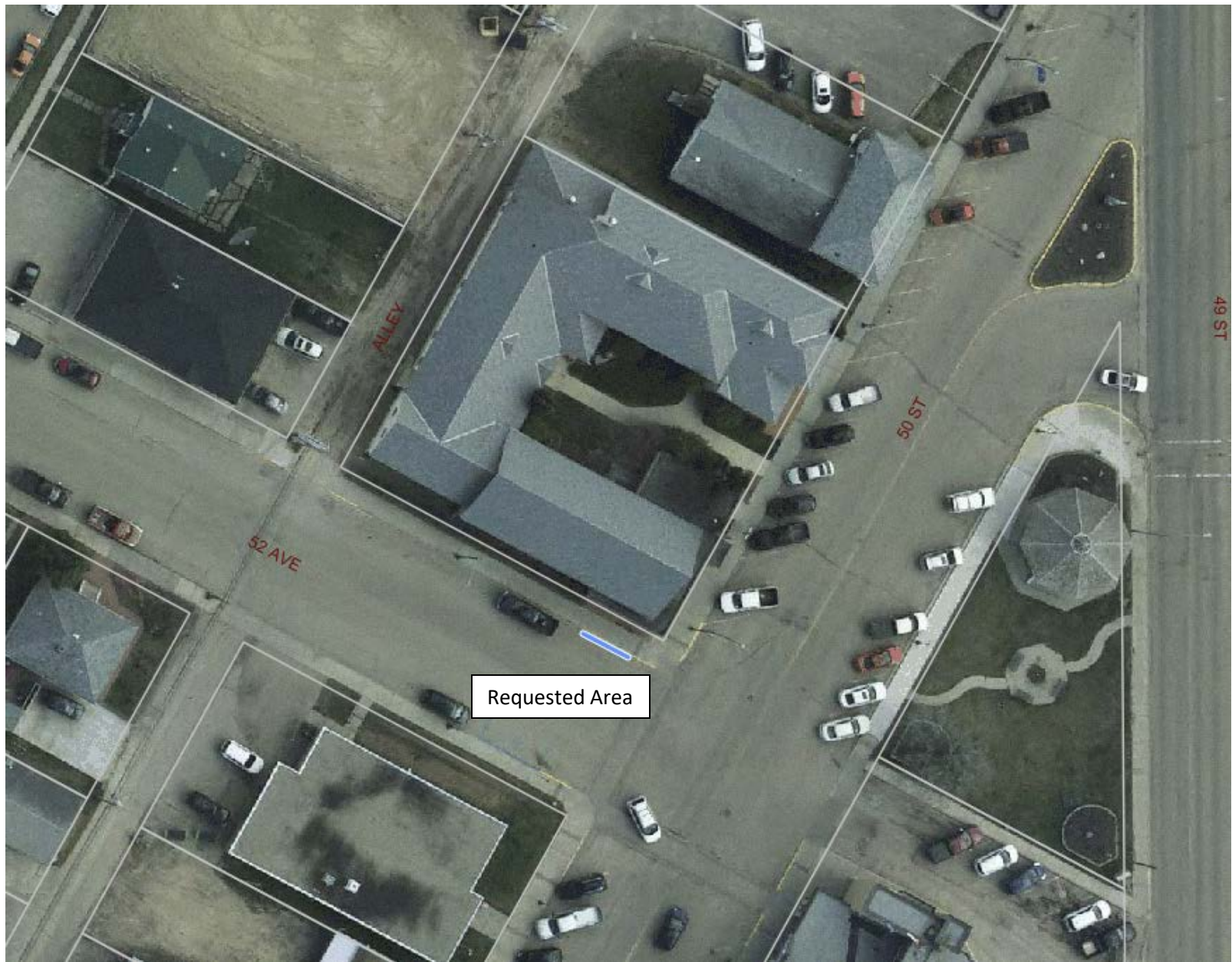
Several members of our congregation have mobility issues and use walkers and/or electric scooters, which are transported in vans with ramps, to access our church. Current parking spots require them to be dropped off in front and to wait until their transportation is relocated before entering church. Afterward, they have to wait until other vehicles have departed so they have sufficient room to access their vehicle safely. A dedicated parking spot on 52 Avenue would make the process safer for our parishioners and for all traffic.

We have daily Mass and other services, such as funerals and gatherings, which are attended by local residents and visitors, who would benefit from handicapped parking. I hope you will consider our request seriously and I look forward to your response.

Sincerely,

Pat Jackson, Chairperson  
St. Anne's Parish Pastoral Council





## REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** March 22, 2022

**Re:** 2022 as the “Year of the Garden”

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### **1.0 PURPOSE:**

For Council to consider proclaiming 2022 as the “Year of the Garden”.

### **2.0 BACKGROUND AND DISCUSSION:**

The Communities in Bloom and the Canadian Garden Council has approached municipalities to proclaim 2022 as the “Year of the Garden” for their citizens to acknowledge all the benefits that gardens and gardening provide.

### **3.0 ALTERNATIVES:**

- 3.1 Council declares 2022 as the “Year of the Garden” as requested by the Communities in Bloom and the Canadian Garden Council.
- 3.2 Council tables the report relating to proclaiming 2022 as the “Year of the Garden” as requested by the Communities in Bloom and the Canadian Garden Council and instructing Administration to provide additional information to be to be presented at the next Council Meeting.
- 3.3 Council receives the Request for Decision report to proclaiming 2022 as the “Year of the Garden” as requested by the Communities in Bloom and the Canadian Garden Council, as information.

**4.0 FINANCIAL IMPLICATIONS:**

The Town annually contribute \$1,500.00 to the Communities in Bloom initiative. The 2022 interim budget has the noted financial contribution.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

None.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

It is another opportunity to promote our community.

**8.0 ATTACHMENTS:**

8.1 Letter from the Town of Barrhead's Parks & Recreation Department dated March 15, 2022

8.2 Draft 2022 Proclamation

**9.0 RECOMMENDATIONS:**

Council declares 2022 as the "Year of the Garden" as requested by the Communities in Bloom and the Canadian Garden Council.

(Original signed by the CAO)  
Edward LeBlanc  
CAO

March 15, 2022

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

Dear Mr. McKenzie,

Communities in Bloom and the Canadian Garden Council has invited municipalities to proclaim 2022 as the "Year of the Garden" for their citizens to acknowledge all the benefits that gardens and gardening provide. As the Town of Barrhead and the County of Barrhead have a longstanding partnership in the Communities in Bloom program, we request your consideration to recognize 2022 as the "Year of the Garden" alongside the County through a signed proclamation.

This proclamation will highlight important impacts that gardens and gardening have on citizens including, but not limited to, contributing to post COVID recovery, enhancing quality of life, and environmental benefits.

Thank you for your consideration,



Linda Prokott  
Communities of Barrhead CIB Chair  
Recreation Programs & Services Coordinator  
Town of Barrhead

## Year of the Garden 2022 PROCLAMATION

- WHEREAS** the *Year of the Garden 2022* celebrates the Centennial of Canada's horticulture sector;
- WHEREAS** gardens and gardening contribute to the quality of life of our municipality and create safe and healthy places where people can come together;
- WHEREAS** the *Year of the Garden 2022* will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to garden culture and the experience garden of our municipality;
- WHEREAS** gardens and gardening have helped us face the challenges of the COVID pandemic;
- WHEREAS** Communities in Bloom in collaboration with the Canadian Garden Council, invites all municipalities to celebrate the Year of the Garden;

### NOW THEREFORE BE IT RESOLVED

- THAT** Town of Barrhead **HEREBY PROCLAIMS 2022 as the *Year of the Garden*** in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges; and
- THAT** the **Saturday before Father's Day**, June 18 in 2022, be recognize as Garden Day in Town of Barrhead as a legacy of Canada's Year of the Garden 2022; and
- THAT** Town of Barrhead is committed to be a **Garden Friendly Municipality** supporting the development of its garden culture; and
- THAT** all municipalities across Canada BE INVITED to proclaim 2022 to be the *Year of the Garden* in their respective municipalities, and that a copy of this resolution be provided to the FCM, and for that purpose.

DATED AT TOWN OFFICE, the \_\_\_\_\_ day of \_\_\_\_\_, 2022

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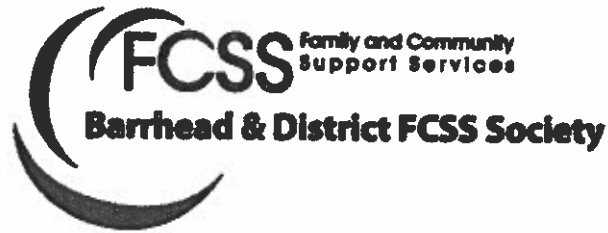
David McKenzie, Mayor

**COUNCIL REPORTS  
AS OF MARCH 22, 2022**

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

**APPROVED**

March 17, 2022



**Barrhead & District Family and Community  
Support Services Society  
Thursday, FEBRUARY 17, 2022  
Regular Board Meeting  
MINUTES**

**Present:**

Jane Wakeford – Chair

– Vice Chair

Mark Oberg – Secretary/Treasurer

Karen Gariepy – Executive Director

Kay Roberts - Bookkeeper

Carol Lee – Recording Secretary

Judy Bradley Vicki Kremp Anthony Oswald Sally Littke

Bill Lane Paul Properzi

**Absent:** Dan Garvey, Dausen Kluin**1) Call to Order:**

The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order at 9:33 am., by Chair, Jane Wakeford.

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

13-22 Moved by Bill Lane to accept the agenda as presented, motion seconded by Judy Bradley.

Carried

**3) Staff Presentation – Rhonda Waggoner – Barrhead Family Connection Centre**

The Barrhead & District Family Connection Centre serves families with children aged 0-18 years old in Caregiver Capacity Building as well as Child Development and Well Being. In 2021, we offered 17 caregiver capacity building sessions, serving, on average 4 families per month. 3 of these sessions were targeted, 14 were universal. We also offered 36 child development and well-being programs, serving an average of 23 children aged 0-6, 5 children aged 7-13 and 1 teen aged 14-18 each month. 11 of these programs were targeted; 25 were universal. We wrapped up the year 2021 with 61 active families in our program.

We developed and distributed 30 Developmental Kits for children ages 6-12 months, 13 months-2 years, 3-6 years old to be dispersed throughout the community and surrounding populations. These kits are designed to help ensure that children are reaching their early childhood milestones and provide the opportunity to address any caregiver concerns prior to entering school. We had 2 volunteers completing 14 hours. The Board thanked for a job well done.

**4) Items for Approval****a) Minutes for the regular Board meeting of the Barrhead & District FCSS January 20, 2022.**

14-22 Moved by Leslie Penny moved to accept the minutes of the regular Board meeting, January 20, 2022. Motion seconded by Mark Oberg.

Carried

**b) Financial Statements**

15-22 Moved by Mark Oberg and seconded by Judy Bradley to accept the 80/20 General Account, Community Account and Casino Account Financial Statements for the period ending, January 31, 2022, as presented.

Carried



**5) New Business**

**a) AGM**

16-22 Bill Lane moved that the Barrhead & District Family and Community Support Services hold the Annual General Meeting on Thursday, April 21, 2022. Motion seconded by Sally Little.

Carried

**b) Bylaws**

**c) Letter from MP Arnold Viersen – will put on the March 17, 2022**

**d) Request for MLA Glenn Van Dijken to attend March Meeting – No response/reply**

**e) Current Building Lease**

**f) Barrhead Accessibility Coalition – FCSS was asked to be the banker, which E.D. Karen agreed**

**g)**

**6) Old Business**

**a) Casino – March 18 & 19, 2022**

**7) Items for Information**

**a. Director's Report**

**b. Staff Reports**

**c. Emailed package – 10 Engaging people with lived/living experience**

**d. Insurance**

17-22 Bill Lane moved to accept the reports for information, seconded by Leslie Penny.

Carried

**8) Board Development**

Nothing at this time

**9) In Camera**

18-22 Paul Properzi moved to go 'In camera' at 10:53 a.m., seconded by Anthony Oswald.

Carried

19-22 Moved by Mark Oberg to come out of 'in camera' at 11:00 a.m., seconded by Judy Bradley.

Carried

**10) Next Meeting: Thursday, March 17, 2022**

**11) Adjournment**

20-22 Leslie Penny moved to adjourn the meeting at 11:18 a.m., motion seconded by Sally Little.

Carried

**Barrhead & District Family and Community Support Services Society  
Regular Board Meeting of February 17, 2022**

Jane Watford Chairperson

[Signature] Recording Secretary

**BARRHEAD & DISTRICT REGIONAL LANDFILL COMMITTEE  
MEETING THURSDAY, MARCH 10, 2022, AT 12:00 NOON  
IN THE TOWN OF BARRHEAD COMMITTEE ROOM**

**PRESENT** Crs: R. Klumph, D. Sawatzky (by Zoom), B. Lane, J Stoik, Edward LeBlanc, Town CAO, Jennifer Mantay, Town Director of Corporate Services, Tamara Molzahn, County Director of Finance and Administration, Brant Ross, Town Director of Public Works, Ken Hove, County Director of Infrastructure

**ABSENT**

**CALL TO ORDER** Chairman B. Lane called the meeting to order at 12:01 p.m.

**ELECTION OF CHAIR**

Town CAO, Edward LeBlanc advised the Committee that pursuant to the current service agreement between the Town and the County, the Chairman must be appointed from the unit of authority.

Election of a Chairman

Town CAO, Edward LeBlanc called for nomination for a Chairman.

Cr. R. Klumph nominated Cr. D. Sawatzky as Chair.

Cr. D. Sawatzky accepted.

Town CAO, Ed LeBlanc called for the second and third time for nominations for Chairman.

014-22 Moved by Cr. B. Lane that nominations cease.

CARRIED UNANIMOUSLY

Election of a Vice-Chairman

Town CAO, Edward LeBlanc called for nomination for a Vice-Chairman.

Cr. B. Lane nominated Cr. R. Klumph as Vice-Chairman.

Cr. D. Klumph accepted.

Town CAO, Ed LeBlanc called for the second and third time for nominations for Vice-Chairman.

015-22 Moved by Cr. B. Lane that nominations cease.

CARRIED UNANIMOUSLY

**ASSUMED THE  
CHAIR**

Cr. D. Sawatzky assumed the chair.

**CONSIDERATION  
OF AGENDA**

The agenda was reviewed.

016-22 Moved by Cr. Klumph that the Agenda be accepted as presented.

CARRIED UNANIMOUSLY

**CONFIRMATION  
OF MINUTES**

The Minutes of the Regional Landfill Meeting held Thursday, February 10, 2022, were reviewed.

017-22 Moved by Cr. Klumph that the Minutes of the Regional Landfill Meeting held Thursday, February 10, 2022, be accepted as presented.

CARRIED UNANIMOUSLY

**PROPOSED LANDFILL  
OPERATING 2022 BUDGET**

The Proposed 2022 Landfill Operating Budget was reviewed and discussed.

Jennifer Mantay, Town Director of Corporate Services provided an overview.

018-22 Moved by Cr. Stoik that the Committee recommends to both Councils the proposed 2022 Landfill Operating Budget with expenditures in the amount of \$271,010.00, with each municipality contributing \$77,110.00.

CARRIED UNANIMOUSLY

**2023 TO 2025 PROPOSED LANDFILL  
OPERATING PLAN**

The Proposed 2023 to 2025 Landfill Operating Plan was reviewed and discussed.

Jennifer Mantay, Town Director of Corporate Services provided an overview.

019-22 Moved by Cr. Klumph that the Committee recommends to both Councils the 2023 Landfill Operating Plan with expenditures in the amount of \$268,400.00, the 2024 Landfill Operating Plan with expenditures in the amount of \$273,040.00 and the 2025 Landfill Operating Plan with expenditures in the amount of \$277,800.00, as presented.

CARRIED UNANIMOUSLY

**MARCH 10, 2022, LANDFILL COMMITTEE MINUTES**

**Page 3 of 3**

**NEXT  
MEETING**

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

**ADJOURN**

020-22      Moved by Cr. Stoik that the meeting be adjourned at 12:13 p.m.

CARRIED UNANIMOUSLY

---

Chairperson

---

Recording Secretary