



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, MARCH 10, 2020 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 – February 25, 2020
 - (b) Special Meeting Minutes – March 3, 2020
4. Public Hearings
 - (a) There is no Public Hearing
5. Delegations
 - (a) Delegation at 5:30 p.m. - Ms. Michelle Jones, Manager of Community Futures Yellowhead East
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) 2019 Audited Financial Statements and the 2019 Audited Financial Information Return
 - (b) Bank Statement for the Month Ending January 31, 2020
 - (c) Proposed new Peace Officer Body Worn Camera Policy and Procedure #26-019
 - (d) Proposed revised Peace Officer Operational Policies and Procedure #26-002
 - (e) Request for a Temporary Closure of Portion of 57 Avenue

8. Reports - The Council Reports

(a) Council Reports as of March 10, 2020

- Agricultural Society
- CAO's Report

9. Minutes

(a) There are no Minutes

10. Bylaws

(a) Bylaw 03-2020, Land Use Amendment Bylaw

(b) Bylaw 04-2020, the 2020 Designated Manufactured Home Supplementary Assessment Bylaw

11. Correspondence

(a) Correspondence Item

12. For the Good of Council

13. Tabled Items

14. Closed Session

(a) Legal – Pursuant to Section 16(1) of the FOIP Act

(b) Legal – Pursuant to Section 29(1) of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, FEBRUARY 25, 2020,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT	Deputy Mayor Smith, Crs: T. Assaf, D. Kluin, R. Klumph, S. Oswald and L. Penny Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services Others: Barry Kerton, Barrhead Leader
ABSENT	Mayor McKenzie and Kathy Vickery, Director of Corporate Services
CALL TO ORDER	Deputy Mayor Smith called the meeting to order at 5:30 p.m.
AGENDA	The agenda was reviewed.
056-20	Moved by Cr. Assaf that the agenda be accepted with the following additions: <ul style="list-style-type: none">• 7(g) Special Council Meeting• 7(h) Code of Conduct Policy• 8(a) Council Reports – Brownlee LLP Emerging Trends Workshop• 11(a) Correspondence from the Barrhead & District Chamber of Commerce dated January 6, 2020• 11(a) Correspondence from the Volunteer Appreciation Evening Planning Committee dated February 27, 2020
CARRIED UNANIMOUSLY	
CONFIRMATION OF MINUTES	The Minutes of the Town Council Regular Meeting of February 11, 2020, were reviewed.
057-20	Moved by Cr. Oswald that the Minutes of the Town Council Regular Meeting of February 11, 2020 be accepted as presented.
CARRIED UNANIMOUSLY	
POLICY #72-002	The proposed new Recreation Facility Rental Rates Policy #72-002, was reviewed.
058-20	Moved by Cr. Penny that Council approve the proposed new Recreation Facility Rentals & Rates Policy #72-002, as amended.
CARRIED UNANIMOUSLY	
POLICY #26-015	The proposed New Peace Officer Records Retention Policy #26-015, was reviewed.
059-20	Moved by Cr. Penny that Council approve the proposed new Peace Officer Records Retention Policy #26-015, as presented.
CARRIED UNANIMOUSLY	
POLICY #26-016	The proposed New Peace Officer Notebook Protocol Policy #26-016, was reviewed.
060-20	Moved by Cr. Klumph that Council approve the proposed new Peace Officer Notebook Protocol Policy #26-016, as presented.
CARRIED UNANIMOUSLY	
POLICY #26-017	The proposed New Peace Officer Exhibit Handling Policy #26-017, was reviewed.
061-20	Moved by Cr. Assaf that Council approve the proposed new Peace Officer Exhibit Handling Policy #26-017, as presented.
CARRIED UNANIMOUSLY	

POLICY #26-018

The proposed New Peace Officer Hazard Assessment Protocol Policy #26-018, was reviewed.

062-20

Moved by Cr. Oswald that Council approve the proposed new Peace Officer Hazard Assessment Protocol Exhibit Handling Policy #26-018, as presented.

CARRIED UNANIMOUSLY

**AQUATIC CENTRE
LED LIGHTS**

The 2020 Capital Budget item of purchasing and the installation of LED lights at the Aquatics Centre, was reviewed.

063-20

Moved by Cr. Klumph that Council authorize Administration to proceed with the purchase and the installation of LED lights for the Aquatics Centre, as outlined in the 2020 Interim Capital Budget, in the amount of \$41,000.00.

CARRIED UNANIMOUSLY

**LETTER OF SUPPORT –
ROTARY CLUB**

A request for Council to support in principle a grant application by the Rotary Club of Barrhead made under the Co-op Community Investment Program was reviewed.

064-20

Moved by Cr. Kluin that Council provides its support in principle to the Rotary Club of Barrhead in their capital grant application of \$100,000.00 under the Co-op Community Investment Program for the construction of a trail system, replacing the Boardwalk along the Paddle River.

CARRIED UNANIMOUSLY

**SPECIAL COUNCIL
MEETING**

A request for Council to have a Special Council Meeting.

065-20

Moved by Cr. Assaf to table a Special Council Meeting discussion.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

Discussion took place regarding the attended Brownlee LLP Emerging Trends Workshop.

066-20

Moved by Cr. Assaf that Council instruct Administration to review the Council Code of Conduct Bylaw to include Member's at Large on Committees and report back to Council.

CARRIED UNANIMOUSLY

067-20

Moved by Cr. Assaf that Council instruct Administration to review the Council Code of Conduct Bylaw to make Council orientation training mandatory for all Councillors and report back to Council.

CARRIED UNANIMOUSLY

068-20

Moved by Cr. Klumph that Administration research a privilege document policy.

CARRIED UNANIMOUSLY

The following Reports to Council as of February 25, 2020, were reviewed:

- Barrhead & District Social Housing Association
- Chamber of Commerce
- Community Futures Yellowhead East
- Family & Community Support Services
- Library Board
- Twinning Committee

069-20

Moved by Cr. Oswald that the following Reports to Council as of February 25, 2020 be accepted as information:

- Barrhead & District Social Housing Association
- Chamber of Commerce
- Community Futures Yellowhead East
- Family & Community Support Services
- Library Board
- Twinning Committee

CARRIED UNANIMOUSLY

MINUTES TO COUNCIL

The following Minutes to Council were reviewed:

- Barrhead & District Family & Community Support Services Society Meeting – January 15, 2020
- Barrhead & District Family & Community Support Services – January 16, 2020

070-20

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

CARRIED UNANIMOUSLY

CORRESPONDENCE ITEMS

The following correspondence items were reviewed:

Letter from the Barrhead & District Chamber of Commerce dated January 6, 2020 regarding the Business Excellence Awards 2019 sponsorship of this event.

071-20

Moved by Cr. Klumph that Council accept the letter from the Barrhead & District Chamber of Commerce dated January 6, 2020 regarding the Business Excellence Awards 2019 sponsorship of this event and approve sponsoring \$250.00 towards the Business Excellence Awards 2019 Event.

CARRIED UNANIMOUSLY

Letter from the Volunteer Appreciation Evening Planning Committee dated February 27, 2020 regarding funding of this event.

072-20

Moved by Cr. Klumph that Council accept the letter from the Volunteer Appreciation Evening Planning Committee dated February 27, 2020 regarding funding of this event and approve \$1,800.00 towards the annual Volunteer Appreciation Event to be held April 25, 2020.

CARRIED UNANIMOUSLY

FOR THE GOOD OF COUNCIL

Cr. Kluin congratulated the Parent Link on a successful KubKar Race Event that was held this past Saturday, February 24, 2020 at the Dr. Godberson Rotary Room in the Aghena.

Cr. Assaf commended the Barrhead Bombers on great games over the weekend and it was well attended by our residents.

Cr. Klumph thanked the Twinning Committee for their efforts as well as commented on his recent visit to Calgary attending the celebration for the Emperor of Japan.

Cr. Oswald advised that there will be approximately 300 entries at the Barrhead Musical Festival scheduled for March 12th at 7:30 p.m. at the United Church.

**CLOSED SESSION – LAND
FOIP ACT SECTION 16(1)**

073-20 Moved by Cr. Oswald that Council go in closed session at 6:29 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

074-20 Moved by Cr. Penny that Council come out of closed session at 7:00 p.m.

CARRIED UNANIMOUSLY

ADJOURN

075-20 Moved by Cr. Kluin that the Council Meeting be adjourned at 7:00 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

MINUTES OF THE SPECIAL MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, MARCH 3, 2020, AT NOON
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

Others: Kevin Berger, Barrhead Leader

ABSENT Cr. S. Oswald and Kathy Vickery, Director of Corporate Services

CALL TO ORDER Mayor McKenzie called the meeting to order at 12:15 p.m.

AGENDA The agenda was reviewed.

076-20 Moved by Cr. Klumph that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

**BYLAW 02-2020, THE INTERMUNICIPAL
DEVELOPMENT PLAN BYLAW**

Bylaw 02-2020, the Intermunicipal Development Plan Bylaw, was reviewed.

Ed LeBlanc, CAO reviewed with Council.

077-20 Moved by Cr. Klumph that Council give Bylaw 02-2020, the Intermunicipal Development Plan Bylaw, first reading and set a Public Hearing for Tuesday, March 24, 2020 at 5:30 p.m.

CARRIED UNANIMOUSLY

ADJOURN

078-20 Moved by Cr. Kluin that the Council Meeting be adjourned at 12:19 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

TOWN OF BARRHEAD

AGREEMENT TO A SPECIAL MEETING OF COUNCIL

WHEREAS, Section 194(4) of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 1994, states that:

- (4) A Special Council Meeting may be held with less than 24 hours notice to all Councillors and without notice to the public if at least 2/3 of the whole Council agrees to this in writing before the beginning of the meeting.

Also, Section 194(5) states that:

- (5) No matter other than that stated in the notice calling the Special Council Meeting may be transacted at the meeting unless the whole Council is present at the meeting and the Council agrees to deal with the matter in question.

WE, THE UNDERSIGNED MEMBERS OF THE COUNCIL OF THE TOWN OF BARRHEAD, HEREBY AGREE TO HOLDING A SPECIAL MEETING OF COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS AT THE TOWN OF BARRHEAD March 3, 2020, AT Noon FOR THE PURPOSE OF DISCUSSING THE FOLLOWING ITEMS:

1. 1st Reading of the Intermunicipal Development Plan Bylaw 02-2020

SIGNED: MAYOR 

DATE: 2020-3-3

COUNCILLOR 

DATE: 03/03/2020

COUNCILLOR 

DATE: 03/03/2020

COUNCILLOR David Knap

DATE: 03/03/2020

COUNCILLOR Dustin

DATE: 03/03/2020

COUNCILLOR *Leslie Penn*

DATE: 2020/03-07

COUNCILLOR _____

DATE: _____



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: 5:30 p.m. Delegation

1.0 PURPOSE:

Delegation – Ms. Michelle Jones of Yellowhead East Community Futures at 5:30 p.m.

2.0 BACKGROUND AND DISCUSSION:

Ms. Michelle Jones of Yellowhead East Community Futures will be meeting with Council at 5:30 p.m.

3.0 ALTERNATIVES:

3.1 That Council accepts the presentation from Ms. Michelle Jones of Yellowhead East Community Futures, as information.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

That Council accepts the presentation from Ms. Michelle Jones of Yellowhead East Community Futures, as information.

(original signed by the CAO)

Edward LeBlanc

CAO



Item No. 7(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: 2019 Audited Financial Statements and 2019 Audited Financial Information Return

1.0 Purpose:

To approve the 2019 Audited Financial Statements and 2019 Audited Financial Information Return

2.0 Background and Discussion:

The 2019 year end audit has been completed by Ellerington LLP, Chartered Professional Accountants. The 2019 Municipal Financial Information Return and the 2019 Financial Statements were prepared for the Auditor prior to the Auditor's attendance. No changes were required to the Financial Statements once the audit was complete.

The Audited 2019 Municipal Financial Information Return and the Audited 2019 Financial Statements are presented for Council's approval.

The overall 2019 surplus is \$1,260.25.

The Annual General Meeting has already been scheduled for Tuesday, April 28, 2020, at 7:00 p.m., after the Regular Meeting of Council. The Town's Auditor, Mr. Wayne Ellerington, has been invited to attend the annual meeting to briefly review the financial statements and answer any questions Council may have.

The Town's financial statements will be available on the Town's website and at the Administration Office.

3.0 Alternatives:

3.1 Council approve the 2019 Audited Financial Statements and the 2019 Audited Financial Information Return, as presented.

4.0 Financial Implications:

None

5.0 Interdepartmental Implications:

None

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

The Annual General Meeting will be advertised inviting the public to attend.

8.0 Attachments:

8.1 2019 Audited Financial Statements

8.2 2019 Audited Financial Information Return

9.0 Recommendations

Council approve the 2019 Audited Financial Statements and the 2019 Audited Financial Information Return, as presented.

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

Edward LeBlanc
CAO

TOWN OF BARRHEAD

FOR THE YEAR ENDED
December 31, 2019



Report of the Chief Administrative Officer or Designated Officer

The information contained in this Municipal Financial Statement presents fairly, to the best of my knowledge, the information requested.

Signature

Kathy Vickery, Dir. of Corporate Services
Name

February 7, 2020
Dated

TOWN OF BARRHEAD
FINANCIAL STATEMENTS
For the Year Ended December 31, 2019

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Town of Barrhead is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the Town's financial position as at December 31, 2019 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian Public Sector Accounting Standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Town Council carries out its responsibilities for review of the consolidated financial statements principally through its Audit Committee. This committee meets regularly with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Audit Committee with and without the presence of management. The Town Council has approved the consolidated financial statements.

The consolidated financial statements have been audited by Ellerington LLP, Chartered Professional Accountants, independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Town's consolidated financial statements.

Chief Administrative Officer

Dated: January 30, 2020

Director of Corporate Services

Dated: January 30, 2020

INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the consolidated financial statements of Town of Barrhead (the Entity), which comprise the consolidated statement of financial position as at December 31, 2019, and the results of its operations, changes in its net financial assets (debt) and cash flows for the years then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies. In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town of Barrhead as at December 31, 2019, the results of its operations, change in its net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibility for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern.

If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial statements.

We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion. We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation: In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Entity's debt limit can be found in Schedule 10.
- Supplementary Accounting Principles and Standards Regulation: In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Schedule 7.

The engagement partner on the audit resulting in this independent auditor's report is:

Barrhead, Alberta
February 7, 2020

Ellerington LLP
Chartered Professional Accountants

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at December 31, 2019

	<u>2019</u> <u>\$</u>	<u>2018</u> <u>\$</u>
FINANCIAL ASSETS		
Cash and Temporary Investments (Note 2)	6,114,681	6,640,956
Receivables (Note 3)		
Taxes and Grants In Lieu of Taxes	235,588	125,245
Trade and Other Receivables	931,288	926,061
Land for Resale Inventory	-	-
Investments	30	30
Debt Charges Recoverable	-	-
Other Current/Long Term Assets	76,817	78,661
	<u>7,358,404</u>	<u>7,770,953</u>
LIABILITIES		
Accounts Payable and Accrued Liabilities	72,882	285,738
Deposit Liabilities	45,180	49,525
Deferred Revenue (Note 4)	1,074,995	1,371,512
Employee Benefits Obligation (Note 5)	248,152	-
Provision for landfill closure and post-closing costs (Note 6)	273,825	243,400
Long Term Debt (Note 8)	4,512,194	4,657,059
	<u>6,227,228</u>	<u>6,607,234</u>
NET FINANCIAL ASSETS (DEBT)	<u>1,131,176</u>	<u>1,163,719</u>
NON-FINANCIAL ASSETS		
Tangible Capital Assets	64,333,066	64,033,898
Inventory for Consumption	48,394	48,394
Prepaid Expenses	36,687	17,301
	<u>64,418,147</u>	<u>64,099,593</u>
ACCUMULATED SURPLUS (Schedule 1 and 9)	<u>65,549,323</u>	<u>65,263,312</u>

Contingencies - See Note 12

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF OPERATIONS
For the Year Ended December 31, 2019

	Budget (Unaudited)	2019 \$	2018 \$
REVENUES			
Net Municipal Taxes (Schedule 3)	5,350,815	5,318,451	5,166,735
Sales, User Charges, Franchise & Rentals	5,464,671	5,081,537	5,335,269
Government Transfers for Operating (Schedule 4)	1,963,137	1,823,471	1,727,262
Investment Income	114,816	140,160	110,467
Penalties and Costs on Taxes	55,000	58,310	55,775
Development Levies	10,000	5,625	4,375
Licenses, Permits and Fines	75,650	80,428	69,393
Contributed Assets	-	-	-
Other Revenues	306,350	258,168	403,125
TOTAL REVENUE	13,340,439	12,766,150	12,872,401
EXPENDITURES			
Council and Other Legislative	224,148	189,678	184,987
General Administration	1,045,463	1,046,873	969,514
RCMP	83,750	61,929	124,091
Fire	1,213,956	1,198,843	1,193,131
Disaster and Emergency Measures	5,000	1,037	107
Bylaw Enforcement	130,198	130,883	128,587
Safety	102,401	-	-
Common Services	437,611	387,841	384,808
Roads, Streets, Walks, Lighting	1,225,312	1,228,048	1,121,331
Airport	20,576	15,302	17,518
Storm Sewers and Drainage	24,669	11,734	21,888
Water Supply and Distribution	2,270,243	2,088,257	2,109,430
Wastewater Treatment and Disposal	319,673	229,106	253,650
Waste Management	748,596	720,361	749,343
Family and Community Support	452,423	452,423	430,423
Cemeteries	24,451	15,163	20,754
Other Public Health and Welfare	20,000	270	
Land Use, Planning, Zoning and Development	204,735	153,805	127,061
Economic Development	230,476	197,278	140,154
Subdivision Land and Development	-	4,261	1,202
Parks and Recreation	2,722,650	2,647,457	2,457,432
Culture: Libraries, Museums, Halls	234,081	196,957	188,136
Amortization Expenditures	2,579,600	1,847,570	2,511,451
Loss (Gain) On Disposal of Capital Assets	-	39,555	2,367
Other Expenditures	-	-	-
TOTAL EXPENSES	14,320,012	12,864,631	13,137,365
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE OTHER	(979,573)	(98,481)	(264,964)
OTHER			
Government Transfers for Capital (Schedule 4)	1,542,077	384,492	2,237,505
Unrestricted Fund Transfers	-	-	-
	1,542,077	384,492	2,237,505
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	562,504	286,011	1,972,541
ACCUMULATED SURPLUS, BEGINNING OF YEAR	65,263,312	65,263,312	63,290,771
ACCUMULATED SURPLUS, END OF YEAR	65,825,816	65,549,323	65,263,312

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (DEBT)
For the Year Ended December 31, 2019

	Budget (Unaudited)	2019 \$	2018 \$
EXCESS (SHORTFALL) OF REVENUES OVER EXPENSES	<u>562,504</u>	<u>286,011</u>	<u>1,972,541</u>
Acquisition of Tangible Capital Assets	(4,352,910)	(2,205,451)	(4,037,480)
Proceeds on Disposal of Tangible Capital Assets	25,000	40,150	10,250
Amortization of Tangible Capital Assets	2,579,600	1,847,570	2,511,451
(Gain) Loss on Sale of Tangible Capital Assets	<u>-</u>	<u>18,563</u>	<u>2,367</u>
	<u>(1,748,310)</u>	<u>(299,168)</u>	<u>(1,513,412)</u>
Acquisition of Prepaid Assets	-	(19,386)	8,461
Use of Prepaid Assets	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>(19,386)</u>	<u>8,461</u>
(INCREASE) DECREASE IN NET DEBT	<u>(1,185,806)</u>	<u>(32,543)</u>	<u>467,590</u>
NET FINANCIAL ASSETS (DEBT), BEGINNING OF YEAR	<u>1,165,217</u>	<u>1,163,719</u>	<u>697,629</u>
NET FINANCIAL ASSETS (DEBT), END OF YEAR	<u>(20,589)</u>	<u>1,131,176</u>	<u>1,163,719</u>

TOWN OF BARRHEAD
CONSOLIDATED STATEMENT OF CASH FLOWS
For the Year Ended December 31, 2019

**NET INFLOW (OUTFLOW) OF CASH RELATED TO THE
FOLLOWING ACTIVITIES:**

	2019	2018
	\$	\$
OPERATING		
Excess (shortfall) of revenues over expenses	286,011	1,972,541
Non-cash items included in excess (shortfall) of revenues over expenses:		
Amortization of tangible capital assets	1,847,570	2,511,451
Loss (Gain) on disposal of tangible capital assets	18,563	2,367
Non-cash charges to operations (net change)		
Decrease (increase) in taxes and grants-in-lieu receivable	(110,343)	105,696
Decrease (increase) in trade and other receivables	(5,227)	594,209
Decrease (increase) in prepaid expenses	(19,386)	8,461
Decrease (increase) in current/long term assets	1,844	5,951
Increase (decrease) in accounts payable and accrued liabilities	(212,856)	193,242
Increase (decrease) in deposit liabilities	(4,345)	(62,348)
Increase (decrease) in deferred revenue	(296,517)	625,847
Increase (decrease) in provision for landfill closure/post-closure	30,425	30,425
Cash provided by operating transactions	<u>1,535,739</u>	<u>5,987,842</u>
CAPITAL		
Acquisition of tangible capital assets	(2,205,451)	(4,037,480)
Sale of tangible capital assets	<u>40,150</u>	<u>10,250</u>
Cash applied to capital transactions	<u>(2,165,301)</u>	<u>(4,027,230)</u>
INVESTING		
Decrease (increase) in restricted cash or equivalents	<u>303,370</u>	<u>(623,787)</u>
Cash provided by (applied to) investing transactions	<u>303,370</u>	<u>(623,787)</u>
FINANCING		
Debt charges recovered	-	-
Long-term debt issued	-	-
Long-term debt repaid	<u>(144,865)</u>	<u>(140,403)</u>
Cash provided by (applied to) financing transactions	<u>(144,865)</u>	<u>(140,403)</u>
CHANGE IN CASH AND EQUIVALENTS DURING YEAR	(471,057)	1,196,422
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>5,297,050</u>	<u>4,102,126</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>4,825,993</u>	<u>5,297,050</u>
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 2)	6,114,681	6,640,956
Less: restricted portion of cash and temporary investments (Note 2)	<u>(1,040,536)</u>	<u>(1,343,906)</u>
	5,074,145	5,297,050

TOWN OF BARRHEAD
SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
For the Year Ended December 31, 2019
Schedule 1

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2019 \$	2018 \$
BALANCE, BEGINNING OF YEAR	323,691	5,562,782	59,376,839	65,263,312	63,290,771
				-	-
Excess (deficiency) of revenues over expenses	286,011	-	-	286,011	1,972,541
Unrestricted funds designated for future use	(1,538,200)	1,538,200	-	-	-
Restricted funds used for operations	116,425	(116,425)	-	-	-
Restricted funds used for tangible capital assets	-	(1,581,057)	1,581,057	-	-
Current year funds used for tangible capital assets	(624,394)	-	624,394	-	-
Contributed tangible capital assets	-	-	-	-	-
Disposal of tangible capital assets	58,713	-	(58,713)	-	-
Annual amortization expense	1,847,570	-	(1,847,570)	-	-
Long term debt issued	-	-	-	-	-
Long term debt repaid	(144,865)	-	144,865	-	-
Capital debt used for TCA	-	-	-	-	-
Unrestricted fund transfers	-	-	-	-	-
	<u>1,260</u>	<u>(159,282)</u>	<u>444,033</u>	<u>286,011</u>	<u>1,972,541</u>
BALANCE, END OF YEAR	<u>324,951</u>	<u>5,403,500</u>	<u>59,820,872</u>	<u>65,549,323</u>	<u>65,263,312</u>

TOWN OF BARRHEAD
SCHEDULE OF TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019

Schedule 2

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2019 \$	2018 \$
COST:								
BALANCE, BEGINNING OF YEAR	1,439,950	1,776,152	26,831,833	74,592,275	6,911,150	3,178,466	114,729,827	110,788,647
Acquisition of tangible capital assets	56,300	12,774	267,965	870,769	485,838	127,649	1,821,295	3,735,056
Construction-in-progress	-	-	(132,237)	567,112	(51,968)	1,249	384,156	302,424
Disposal of tangible capital assets	-	(141)	-	-	(25,890)	(134,750)	(160,781)	(96,300)
Write down of tangible capital assets	-	-	-	-	-	-	-	-
BALANCE, END OF YEAR	<u>1,496,250</u>	<u>1,788,785</u>	<u>26,967,561</u>	<u>76,030,156</u>	<u>7,319,130</u>	<u>3,172,614</u>	<u>116,774,497</u>	<u>114,729,827</u>
ACCUMULATED AMORTIZATION:								
BALANCE, BEGINNING OF YEAR	-	964,829	4,252,194	42,001,236	2,295,442	1,182,228	50,695,929	48,269,661
Annual amortization	-	75,710	548,114	614,151	428,434	181,161	1,847,570	2,511,451
Accumulated amortization on disposals	-	-	-	-	(14,873)	(87,195)	(102,068)	(85,183)
BALANCE, END OF YEAR	<u>-</u>	<u>1,040,539</u>	<u>4,800,308</u>	<u>42,615,387</u>	<u>2,709,003</u>	<u>1,276,194</u>	<u>52,441,431</u>	<u>50,695,929</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>1,496,250</u>	<u>748,246</u>	<u>22,167,253</u>	<u>33,414,769</u>	<u>4,610,127</u>	<u>1,896,420</u>	<u>64,333,066</u>	<u>64,033,898</u>
 2019 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	<u>1,439,950</u>	<u>811,323</u>	<u>22,579,639</u>	<u>32,591,039</u>	<u>4,615,708</u>	<u>1,996,238</u>	<u>64,033,898</u>	

TOWN OF BARRHEAD
SCHEDULE OF PROPERTY AND OTHER TAXES
For the Year Ended December 31, 2019

Schedule 3

TAXATION	Budget (Unaudited)	2019 \$	2018 \$
Real Property Taxes	6,645,330	6,634,403	6,448,942
Linear Property Taxes	125,552	125,552	119,751
Government Grants In Lieu of Property Taxes	101,247	79,810	90,705
Special Assessment and Local Improvement Taxes	-	-	-
TOTAL TAXATION	<u>6,872,129</u>	<u>6,839,765</u>	<u>6,659,398</u>
REQUISITIONS			
Alberta School Foundation	1,460,676	1,460,676	1,431,774
Barrhead & District Social Housing	57,754	57,754	57,424
Designated Industrial Properties	543	543	213
Requisitions - Previous Year Underlevy	<u>2,341</u>	<u>2,341</u>	<u>3,252</u>
TOTAL REQUISITIONS	<u>1,521,314</u>	<u>1,521,314</u>	<u>1,492,663</u>
NET MUNICIPAL TAXES	<u>5,350,815</u>	<u>5,318,451</u>	<u>5,166,735</u>

TOWN OF BARRHEAD
SCHEDULE OF GOVERNMENT TRANSFERS
For the Year Ended December 31, 2019

Schedule 4

	Budget (Unaudited)	2019 \$	2018 \$
TRANSFERS FOR OPERATING:			
Provincial Government	582,117	571,694	482,117
Federal Government	7,400	15,192	4,896
Other Local Government	1,373,620	1,236,585	1,240,249
	<u>1,963,137</u>	<u>1,823,471</u>	<u>1,727,262</u>
TRANSFERS FOR CAPITAL:			
Provincial Government	695,688	-	2,206,233
Federal Government	712,139	333,400	-
Other Local Government	134,250	51,092	31,272
	<u>1,542,077</u>	<u>384,492</u>	<u>2,237,505</u>
TOTAL GOVERNMENT TRANSFERS	<u><u>3,505,214</u></u>	<u><u>2,207,963</u></u>	<u><u>3,694,767</u></u>

TOWN OF BARRHEAD
SCHEDULE OF CONSOLIDATED EXPENSES BY OBJECT
For the Year Ended December 31, 2019

Schedule 5

CONSOLIDATED EXPENSES BY OBJECT	Budget (Unaudited)	2019 \$	2018 \$
Salaries, Wages and Benefits	4,993,480	4,995,798	4,542,202
Contracted and General Services	3,507,447	2,969,216	3,048,930
Purchases from Other Governments	41,500	16,132	79,812
Materials, Goods, Supplies and Utilities	2,083,575	1,871,845	1,844,903
Provision for Allowances	4,500	2,214	14,203
Transfers to Other Governments	336,781	344,624	358,009
Transfers to Local Boards and Agencies	562,300	562,300	536,179
Transfers to Individuals and Organizations	31,700	33,570	16,205
Bank Charges and Short Term Interest	3,000	5,678	2,513
Interest on Long Term Debt	145,704	145,704	150,166
Other Expenditures	30,425	30,425	30,425
Amortization of Tangible Capital Assets	2,579,600	1,847,570	2,511,451
Loss on Disposal of Tangible Capital Assets	-	39,555	2,367
TOTAL EXPENDITURES	14,320,012	12,864,631	13,137,365

TOWN OF BARRHEAD
SCHEDULE OF SEGMENTED DISCLOSURE
For the Year Ended December 31, 2019

Schedule 6

REVENUE	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	Other	2019 \$
Net Municipal Taxes	5,318,451							5,318,451
Sales, User Charges, Franchise & Rentals	768,036	72,948	17,194	6,182	662,038	3,550,639	4,500	5,081,537
Government Transfers	-	819,413	74,775	83,365	464,531	389,456	376,423	2,207,963
Investment Income	-	-	23,350	-	18,025	94,785	4,000	140,160
Penalties and Costs on Taxes	58,310	-	-	-	-	-	-	58,310
Development Levies	-	-	-	5,625	-	-	-	5,625
Licenses, Permits and Fines	37,926	36,802	-	5,700	-	-	-	80,428
Other Revenues	2,983	64,571	7,950	1,681	45,771	132,815	2,397	258,168
	<u>6,185,706</u>	<u>993,734</u>	<u>123,269</u>	<u>102,553</u>	<u>1,190,365</u>	<u>4,167,695</u>	<u>387,320</u>	<u>13,150,642</u>
EXPENSES								
Salaries, Wages and Benefits	944,285	626,438	799,462	170,581	1,494,247	950,316	10,469	4,995,798
Contracted and General Services	247,247	285,484	325,895	90,229	448,401	1,567,266	4,694	2,969,216
Purchases from Other Governments	211	15,921	-	-	-	-	-	16,132
Materials, Goods, Supplies and Utilities	42,757	134,796	504,225	94,535	613,562	481,970	-	1,871,845
Transfers to Other Governments	-	329,322	15,302	-	-	-	-	344,624
Transfers to Local Boards and Agencies	-	-	-	-	109,877	-	452,423	562,300
Transfers to Individuals and Organizations	-	1,000	-	-	32,570	-	-	33,570
Interest on Long Term Debt	-	-	-	-	145,704	-	-	145,704
Other Expenditures	2,052	-	-	-	3,627	72,193	-	77,872
	<u>1,236,552</u>	<u>1,392,961</u>	<u>1,644,884</u>	<u>355,345</u>	<u>2,847,988</u>	<u>3,071,745</u>	<u>467,586</u>	<u>11,017,061</u>
NET REVENUE, BEFORE AMORTIZATION	4,949,154	(399,227)	(1,521,615)	(252,792)	(1,657,623)	1,095,950	(80,266)	2,133,581
Amortization Expense	<u>(61,685)</u>	<u>(185,214)</u>	<u>(469,550)</u>	<u>-</u>	<u>(615,024)</u>	<u>(516,097)</u>	<u>-</u>	<u>(1,847,570)</u>
NET REVENUE	<u>4,887,469</u>	<u>(584,441)</u>	<u>(1,991,165)</u>	<u>(252,792)</u>	<u>(2,272,647)</u>	<u>579,853</u>	<u>(80,266)</u>	<u>286,011</u>

TOWN OF BARRHEAD
SCHEDULE OF SALARY & BENEFITS DISCLOSURE
For Year Ended December 31, 2019

Schedule 7

SALARY & BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Elected Municipal Officials, the Chief Administrative Officer and Designated Officers, as required by Alberta Regulation 313/2000, is as follows:

		<u>2019</u> <u>Salary</u>	<u>2019</u> <u>Benefits &</u> <u>Allowance</u>	<u>2019</u> <u>\$</u>	<u>2018</u> <u>\$</u>
<u>Mayor</u>					
McKenzie, David		36,970	6,941	43,911	38,022
<u>Councillors</u>					
Assaf, Ty		21,785	3,957	25,742	25,627
Kluin, Dausen		20,685	1,391	22,076	24,887
Klumph, Rod		22,065	3,501	25,566	28,933
Oswald, Shelley		21,235	3,040	24,275	20,056
Penny, Leslie		22,060	2,302	24,362	21,889
Smith, Don		20,270	1,670	21,940	23,739
<u>Appointed Officer</u>					
Municipal Manager	(3)	166,824	33,724	200,548	222,376
Designated Officers	(3)	272,017	34,955	306,972	271,206

Salary includes regular base pay, lump sum payments and any other direct cash remuneration.

Benefits & Allowances includes amounts paid for the Employer's share of all employee benefits and amounts paid for travel & subsistence while conducting Town Business.

TOWN OF BARRHEAD
SCHEDULE OF LOCAL AUTHORITIES PENSION PLAN
For Year Ended December 31, 2019

Schedule 8

LOCAL AUTHORITIES PENSION PLAN

Employees of the Town of Barrhead participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves over 250,000 people and approximately 500 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP fund. Contributions for current service are recorded as expenditures in the year in which they become due.

The Town of Barrhead is required to make current service contributions to the Plan of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

Total current service contributions by the Town of Barrhead to the Local Authorities Pension Plan in 2019 were \$ 272,994.71 (2018 - \$ 303,562.74). Total current service contributions by the employees of the Town to the Local Authorities Pension Plan in 2019 were \$ 246,522.75 (2018 - \$ 277,230.75).

TOWN OF BARRHEAD
SCHEDULE OF ACCUMULATED SURPLUS
For the Year Ended December 31, 2019

Schedule 9

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets.

	2019	2018
	\$	\$
Unrestricted Surplus (Deficit)	324,951	323,691
Restricted surplus		
Tax Rate Stabilization	736,651	794,516
Roads	627,549	691,604
Water	1,617,667	1,189,138
Sewer	780,772	1,207,539
Garbage, Landfill, Recycling	208,877	197,694
Building replacement & renovations	584,820	606,397
Land Improvements	357,119	377,351
General Equipment replacement	490,045	498,542
	5,403,500	5,562,781
Equity in Tangible Capital Assets	59,820,872	59,376,840
TOTAL ACCUMULATED SURPLUS	65,549,323	65,263,312

**TOWN OF BARRHEAD
SCHEDULE OF DEBT LIMITS
For Year Ended December 31, 2019**

Schedule 10

DEBT LIMITS

Section 276 (2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of Barrhead be disclosed as follows:

	2019	2018
	\$	\$
Total Debt Limit	19,149,225	19,308,602
Total Debt	4,512,194	4,657,059
Amount of Debt Limit Unused	14,637,031	14,651,543
Debt Servicing Limit	3,191,538	3,218,100
Debt Servicing	290,569	290,569
Amount of Debt Servicing Limit Unused	2,900,969	2,927,531

The debt limit is calculated at 1.5 times revenue of the municipality (as defined by Alberta Regulation 255/00) and the debt service limit is calculated at .25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be represented as a whole.

**Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019**

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Barrhead are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants ("CICA"). Significant aspects of the accounting policies adopted by the Town of Barrhead are as follows:

a) Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

c) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

d) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

e) Debt Charges Recoverable

Debt charges recoverable consist of amounts that are recoverable from municipal agencies or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the un-matured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

f) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

g) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.

h) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as flow through and are excluded from municipal revenue.

i) Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environmental Protection and Enhancement Act, the Town is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

**Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019**

j) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

k) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

l) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	<u>Years</u>
Land Improvements	15 - 20
Buildings	25 - 50
Engineered structures	
Water System	35 - 65
Storm Sewer System	35 - 65
Wastewater System	15 - 40
Other Engineered Structures	15 - 40
Machinery and equipment	5 - 20
Vehicles	3 - 20

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

v. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

2. CASH AND TEMPORARY INVESTMENTS

	2019 \$	2018 \$
Cash	4,979,718.49	1,133,927.03
Temporary Investments	<u>1,134,962.42</u>	<u>5,507,028.80</u>
	<u>6,114,680.91</u>	<u>6,640,955.83</u>

Temporary investments are short-term deposits with original maturities of 1 year or less.

Included in temporary investments are restricted amounts received and held for specific **capital** projects:

	2019 \$	2018 \$
<u>FGTF - 2014 to 2016 (Def. Rev. - Lagoons)</u>	386,239.00	712,139.00
<u>FGTF - 2017 to 2018 (Def. Rev. - General)</u>	527,754.00	517,254.00
<u>Municipal Sustainability Grant – To Be Allocated to Future Project</u>	<u>116,812.65</u>	<u>114,512.65</u>
	<u>1,030,805.65</u>	<u>1,343,905.65</u>

Included in temporary investments are restricted amounts received and held for specific **operating** projects.

	2019 \$	2018 \$
<u>Alberta Health Services - 2019 Public Health Grant</u>	<u>9,730.21</u>	<u>0.00</u>
	<u>9,730.21</u>	<u>0.00</u>

3. RECEIVABLES

	2019 \$	2018 \$
Property Taxes		
Current Taxes and Grants in Place of Taxes	189,224.81	120,849.84
Arrears Taxes	<u>46,363.95</u>	<u>4,395.08</u>
	<u>235,588.76</u>	<u>125,244.92</u>
Less Allowance for Doubtful Accounts	<u>(0.00)</u>	<u>(0.00)</u>
	<u>235,588.76</u>	<u>125,244.92</u>
Other		
Trade Accounts	871,344.96	844,541.49
GST	<u>59,942.75</u>	<u>81,519.82</u>
	<u>931,287.71</u>	<u>926,061.31</u>
	<u>1,166,876.47</u>	<u>1,051,306.23</u>

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

4. DEFERRED REVENUE

	2019 \$	2018 \$
Agrena – Future Advertising Sign Rental	4,587.90	4,050.00
Prepaid Taxes	29,871.66	23,556.76
Public Health – AHS Community Grant- Operating	9,730.21	0.00
Municipal Sustainability Initiative (General)- Capital	116,812.65	114,512.65
Federal Gas Tax Fund Grant (Sewer)- Capital	386,239.00	712,139.00
Federal Gas Tax Fund Grant (General)- Capital	<u>527,754.00</u>	<u>517,254.00</u>
	<u>1,074,995.42</u>	<u>1,371,512.41</u>

Businesses may enter into a 3 year contract for advertising signs that are placed in the Agrena.

Prepaid taxes are recorded as credit balances on the tax roll.

Operating and Capital Grants provide funding for specific projects for future years.

5. EMPLOYEE BENEFITS OBLIGATIONS

	2019 \$	2018 \$
Vacation and overtime accrued	248,151.78	0.00

The Vacation and Overtime liability is comprised of vacation and overtime that employees are deferring to future years. Employees have either earned (and are vested) or are entitled to these benefits and earnings within the next budgetary year.

Starting with the 2019 financial year vacation and overtime accrued was listed separately as an employer obligation.

6. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta Environment law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted future cash flows for closure and post-closure activities for 40 years after closure using a discount rate of 4% and assuming annual inflation of 2%

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. The total air space capacity of the site is estimated at 235,300 cubic meters. The estimated remaining air space capacity of the landfill site is 224,000 cubic meters. The existing landfill site is expected to reach capacity in approximately the year 2030.

The Town has not designed assets for settling closure and post-closure liabilities. The Barrhead Regional Landfill is jointly owned by the Town of Barrhead and the County of Barrhead No. 11 with each municipality being responsible for 50% of the estimated total liability.

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

	2019 \$	2018 \$
Estimated Closure Costs	620,520.00	620,520.00
Estimated Post-Closure Costs	<u>863,500.00</u>	<u>863,500.00</u>
Estimated Total Liability	<u>1,484,020.00</u>	<u>1,484,020.00</u>
Estimated Capacity Remaining	<u>63.1%</u>	<u>67.2%</u>
Portion of Total Liability Remaining to be Recognized	<u>936,370.00</u>	<u>997,220.00</u>
Estimated Capacity Used	<u>36.9%</u>	<u>32.8%</u>
Total Accrued Liability Portion	<u>547,650.00</u>	<u>486,800.00</u>
Town of Barrhead 50% Accrued Liability Portion	<u>\$ 273,825.00</u>	<u>\$ 243,400.00</u>

7. CONTAMINATED SITES LIABILITY

On January 1, 2015, the Town adopted PS 3260 Liability for Contaminated Sites. The standard was applied on a retroactive basis and did not result in any adjustments to the financial liabilities, tangible capital assets or accumulated surplus of the Town.

8. LONG-TERM DEBT

	2019 \$	2018 \$
Tax supported debentures	4,512,193.76	4,657,058.67
Bank loans	<u>0.00</u>	<u>0.00</u>
	<u>4,512,193.76</u>	<u>4,657,058.67</u>

The current portion of the long-term debt amounts to \$ 144,864.91 (2018 - \$140,403.11).

Interest on long-term debt amounted to \$ 145,704.09 (2018 - \$ 150,165.89).

Principal and interest repayments are as follows:

	Principal \$	Interest \$	Total \$
2020	149,468.51	141,100.49	290,569.00
2021	154,218.40	136,350.60	290,569.00
2022	159,119.23	131,449.77	290,569.00
2023	164,175.80	126,393.20	290,569.00
2024	169,393.07	121,175.93	290,569.00
2025-2041	<u>3,715,818.75</u>	<u>1,078,569.75</u>	<u>4,794,388.50</u>
	4,512,193.76	1,735,039.74	6,247,233.50

9. EQUITY IN TANGIBLE CAPITAL ASSETS

	2019 \$	2018 \$
Tangible Capital Assets (Schedule 2)	116,774,497.07	114,729,827.64
Accumulated Amortization (Schedule 2)	(52,441,430.76)	(50,695,929.42)
Long-term Debt (Note 8)	<u>(4,512,193.76)</u>	<u>(4,657,058.67)</u>
	<u>59,820,872.55</u>	<u>59,376,839.55</u>

Town of Barrhead
Notes to Financial Statements
For the Year Ended December 31, 2019

10. SEGMENTED DISCLOSURE

The Town of Barrhead provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

11. TRUST FUNDS

	2019 \$	2018 \$
Columbarium Trust – Perpetual Care	<u>12,315.13</u>	<u>12,215.13</u>
	<u>12,315.13</u>	<u>12,215.13</u>

The Town of Barrhead has an agreement with Rose Garden Chapels Ltd. to hold, in trust monies paid for perpetual care for the columbarium. Once all blocks have been sold the Town will assume responsibility of the columbarium.

12. CONTINGENCIES

The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

13. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities, requisition over-levy, and long term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

14. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

MUNICIPAL FINANCIAL INFORMATION RETURN

For the Year Ending December 31, 2019

Municipality Name:

CERTIFICATION

**The information contained in this Financial Information Return is presented fairly
to the best of my knowledge.**

Signature of Duly Authorized Signing Officer

Kathy Vickery

Print Name

February 7, 2020

Date

AUDITOR'S REPORT FINANCIAL INFORMATION RETURN

To the Members of Council of the Town of Barrhead

Opinion

We have audited the municipal financial information return of the Municipality of the Town of Barrhead which comprise the statement of financial position for the year ended December 31, 2019, and the consolidated statements of comprehensive income, changes in equity and cash flows for the year ended.

In our opinion, the accompanying financial information return statements present fairly, in all material respects, the financial position of the Town of Barrhead as at December 31, 2019, the results of its operations, change in its net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

It is understood that this report, as requested by the Minister of Alberta Municipal Affairs, is to be used primarily for statistical purposes. We have issued an audit report dated February 7, 2020 on the financial statements of the Town of Barrhead for the year ended December 31, 2019 and reference should be made to those audited financial statements for complete information.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of the Town of Barrhead in accordance with the ethical requirements that are relevant to our audit of the financial information return in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

The financial information return is prepared to assist the Town of Barrhead to meet the requirements of the *Municipal Government Act* (Section 277(1)). As a result, the financial statements may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those charged with Governance for the Financial Information Return

Management is responsible for the preparation and fair presentation of the financial information return in accordance with Canadian Public Sector Accounting Standards and for such internal control as management determines is necessary to enable the preparation of financial information return that are free from material misstatement, whether due to fraud or error.

In preparing the financial information return, management is responsible for assessing the Town of Barrhead's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town of Barrhead or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town of Barrhead's financial reporting process.

Auditor's Responsibility for the Financial Information Return

Our objectives are to obtain reasonable assurance about whether the financial information return as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial information return.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial information return, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Barrhead's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Evaluate the overall presentation, structure and content of the financial information return, and whether the financial information return represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

The engagement partner on the audit resulting in this independent auditor's report is:

Barrhead, Alberta
February 7, 2020

Ellerington LLP
Chartered Professional Accountants

FINANCIAL POSITION

Schedule 9A

		Total 1
Assets	0010	
Cash and Temporary Investments	0020	6,114,681
Taxes and Grants in Place of Taxes Receivable.....	0030	
. Current	0040	189,225
. Arrears	0050	46,363
. Allowance	0060	
Receivable From Other Governments	0070	399,362
Loans Receivable	0080	
Trade and Other Receivables	0090	531,926
Debt Charges Recoverable.....	0095	
Inventories Held for Resale	0130	
. Land	0140	
. Other	0150	
Long Term Investments	0170	
. Federal Government	0180	
. Provincial Government	0190	30
. Local Governments	0200	
. Other	0210	
Other Current Assets	0230	2,397
Other Long Term Assets	0240	74,420
	0250	
Total Financial Assets	0260	7,358,404
	0270	
Liabilities	0280	
Temporary Loans Payable	0290	21,073
Payable To Other Governments	0300	299,961
Accounts Payable & Accrued Liabilities	0310	45,180
Deposit Liabilities	0340	1,074,995
Deferred Revenue	0350	4,512,194
Long Term Debt	0360	
Other Current Liabilities	0370	273,825
Other Long Term Liabilities		
	0380	
Total Liabilities	0390	6,227,228
	0395	
Net Financial Assets (Net Debt)	0395	1,131,176
Non Financial Assets	0400	64,333,066
Tangible Capital Assets.....	0410	48,394
Inventory for Consumption.....	0420	36,687
Prepaid Expenses	0430	
Other		
	0440	64,418,147
Total Non-Financial Assets		
	0450	65,549,323
Accumulated Surplus		

CHANGE IN ACCUMULATED SURPLUS

Schedule 9B

		Unrestricted	Restricted	Equity in TCA	Total
		1	2	3	4
Accumulated Surplus - Beginning of Year	0500	323,691	5,562,782	59,376,839	65,263,312
Net Revenue (Expense)	0505	286,011			286,011
Funds Designated For Future Use.....	0511	-1,538,200	1,538,200		
Restricted Funds - Used for Operations.....	0512	116,425	-116,425		
Restricted Funds - Used for TCA.....	0513		-1,581,057	1,581,057	
Current Year Funds Used for TCA	0514	-624,394		624,394	
Donated and Contributed TCA.....	0516				
Disposals of TCA.....	0517	58,713		-58,713	
Annual Amortization Expense.....	0518	1,847,570		-1,847,570	
Long Term Debt - Issued.....	0519				
Long Term Debt - Repaid.....	0521	-144,865		144,865	
Capital Debt - Used for TCA.....	0522				
	0523				
Other Adjustments.....	0524				
Accumulated Surplus - End of Year.....	0525	324,951	5,403,500	59,820,872	65,549,323

FINANCIAL ACTIVITIES BY FUNCTION

Schedule 9C

	Revenue		Expense	
		1		2
Total General	0700	6,117,897		
Function	0710		1150	
General Government	0720		1160	
Council and Other Legislative	0730	2,083	1170	189,678
General Administration	0740	65,725	1180	1,108,558
Other General Government.....	0750		1190	
Protective Services	0760		1200	
Police	0770	46,873	1210	78,918
Fire	0780	909,789	1220	1,356,224
Disaster and Emergency Measures	0790		1230	1,219
Ambulance and First Aid	0800		1240	
Bylaws Enforcement	0810	36,802	1250	141,545
Other Protective Services.....	0820		1260	
Transportation	0830		1270	
Common and Equipment Pool	0840	52,631	1280	560,326
Roads, Streets, Walks, Lighting	0850	70,639	1290	1,471,192
Airport	0860		1300	19,570
Public Transit	0870		1310	
Storm Sewers and Drainage	0880		1320	61,386
Other Transportation	0890		1330	
Environmental Use and Protection	0900		1340	
Water Supply and Distribution	0910	2,491,362	1350	2,299,976
Wastewater Treatment and Disposal	0920	964,393	1360	425,746
Waste Management	0930	711,940	1370	867,655
Other Environmental Use and Protection	0940		1380	
Public Health and Welfare	0950		1390	
Family and Community Support	0960	376,423	1400	452,423
Day Care	0970		1410	
Cemeteries and Crematoriums	0980	4,500	1420	15,163
Other Public Health and Welfare	0990	270	1430	270
Planning and Development	1000		1440	
Land Use Planning, Zoning and Development	1010	35,001	1450	153,805
Economic/Agricultural Development	1020	57,365	1460	197,278
Subdivision Land and Development	1030	4,561	1470	4,261
Public Housing Operations	1040		1480	
Land, Housing and Building Rentals	1050		1490	
Other Planning and Development.....	1060		1500	
Recreation and Culture	1070		1510	
Recreation Boards	1080		1520	
Parks and Recreation	1090	1,167,404	1530	3,258,980
Culture: Libraries, Museums, Halls	1100	22,962	1540	200,458
Convention Centres	1110		1550	
Other Recreation and Culture.....	1120		1560	
Other Utilities	1125		1565	
Gas	1126		1566	
Electric	1127		1567	
Other	1130	12,022	1570	
Total Revenue/Expense	1140	13,150,642	1580	12,864,631
Net Revenue/Expense			1590	286,011

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule 9D

		Total 1
Revenues	1700	
Taxation and Grants in Place	1710	
. Property (Net Municipal)	1720	5,318,451
. Business	1730	
. Business Revitalization Zone	1740	
. Special	1750	
. Well Drilling	1760	
. Local Improvement	1770	
Sales To Other Governments	1790	
Sales and User Charges	1800	3,948,817
Penalties and Costs on Taxes	1810	58,310
Licenses and Permits	1820	40,594
Fines	1830	39,834
Franchise and Concession Contracts	1840	741,137
Returns on Investments	1850	140,160
Rentals	1860	391,583
Insurance Proceeds	1870	
Net Gain on Sale of Tangible Capital Assets	1880	20,992
Contributed and Donated Assets	1885	
Federal Government Unconditional Transfers	1890	
Federal Government Conditional Transfers	1900	348,592
Provincial Government Unconditional Transfers	1910	
Provincial Government Conditional Transfers	1920	571,694
Local Government Transfers	1930	1,287,677
Transfers From Local Boards and Agencies	1940	
Developer Agreements and Levies	1960	5,625
Other Revenues	1970	237,176
Total Revenue	1980	13,150,642
Expenses	1990	
Salaries, Wages, and Benefits	2000	4,995,798
Contracted and General Services	2010	2,969,216
Purchases from Other Governments	2020	16,132
Materials, Goods, Supplies, and Utilities	2030	1,871,845
Provision For Allowances	2040	2,214
Transfers to Other Governments	2050	344,624
Transfers to Local Boards and Agencies	2060	562,300
Transfers to Individuals and Organizations	2070	33,570
Bank Charges and Short Term Interest	2080	5,678
Interest on Operating Long Term Debt	2090	
Interest on Capital Long Term Debt	2100	145,704
Amortization of Tangible Capital Assets	2110	1,847,570
Net Loss on Sale of Tangible Capital Assets	2125	39,555
Write Down of Tangible Capital Assets	2127	
Other Expenditures	2130	30,425
Total Expenses	2140	12,864,631
Net Revenue (Expense)	2150	286,011

REVENUE AND EXPENSE SUPPLEMENTARY DETAIL

Schedule 9E

		Revenue		Expenses	
		Sales and User Charges	Provincial Capital Transfers	Annual Amortization Expense	Capital Long Term Debt Interest Expense
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210				
General Administration	2220	22,354		61,685	
Other General Government.....	2230				
Protective Services	2240				
Police	2250			16,989	
Fire	2260	42,948		157,381	
Disaster and Emergency Measures	2270			182	
Ambulance and First Aid	2280				
Bylaws Enforcement	2290			10,662	
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320	17,194		172,485	
Roads, Streets, Walks, Lighting	2330			243,144	
Airport	2340			4,268	
Public Transit	2350				
Storm Sewers and Drainage	2360			49,652	
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	2,343,427		211,719	
Wastewater Treatment and Disposal	2400	579,832		196,640	
Waste Management	2410	536,253		107,739	
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440				
Day Care	2450				
Cemeteries and Crematoriums	2460	4,500			
Other Public Health and Welfare	2470				
Planning and Development	2480				
Land Use Planning, Zoning and Development	2490	1,620			
Economic/Agricultural Development	2500				
Subdivision Land and Development	2510	4,561			
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540				
Recreation and Culture	2550				
Recreation Boards	2560				
Parks and Recreation	2570	396,128		611,523	145,704
Culture: Libraries, Museums, Halls	2580			3,501	
Convention Centres	2590				
Other Recreation and Culture.....	2600				
Other Utilities	2605				
Gas	2606				
Electric	2607				
Other	2610				
Total	2620	3,948,817		1,847,570	145,704

TANGIBLE CAPITAL ASSETS SUPPLEMENTARY DETAIL

Schedule 9F

		Tangible Capital Assets		Capital Long Term Debt	
		Purchased	Donated or Contributed	Principal Additions	Principal Reductions
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720	160,120			
Other General Government.....	2730				
Protective Services	2740				
Police	2750	9,308			
Fire	2760	112,707			
Disaster and Emergency Measures	2770	5,475			
Ambulance and First Aid	2780				
Bylaws Enforcement	2790	10,783			
Other Protective Services.....	2800				
Transportation	2810				
Common and Equipment Pool	2820	100,368			
Roads, Streets, Walks, Lighting	2830	225,149			
Airport	2840	7,257			
Public Transit	2850				
Storm Sewers and Drainage	2860	10,000			
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890				
Wastewater Treatment and Disposal	2900	1,136,937			
Waste Management	2910	52,945			
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development	2990				
Economic/Agricultural Development	3000				
Subdivision Land and Development	3010	56,300			
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development.....	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070	318,102			144,865
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture.....	3100				
Other Utilities	3105				
Gas	3106				
Electric	3107				
Other	3110				
Total	3120	2,205,451			144,865

CHANGE IN TANGIBLE CAPITAL ASSETS

Schedule 9G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Tangible Capital Assets - Cost					
Engineered Structures	3200				
Roadway Systems.....	3201	43,417,093	290,944		43,708,037
Light Rail Transit Systems.....	3202				
Water Systems.....	3203	12,168,859			12,168,859
Wastewater Systems.....	3204	12,467,137	569,825		13,036,962
Storm Systems.....	3205	6,420,969	10,000		6,430,969
Fibre Optics.....	3206				
Electricity Systems.....	3207				
Gas Distribution Systems.....	3208				
Total Engineered Structures	3210	74,474,058	870,769		75,344,827
Construction In Progress.....	3219	306,598	384,156		690,754
Buildings	3220	26,695,421	267,965		26,963,386
Machinery and Equipment	3230	6,859,182	485,838	25,890	7,319,130
Land	3240	1,439,950	56,300	141	1,496,109
Land Improvements.....	3245	1,776,152	12,774		1,788,926
Vehicles	3250	3,178,466	127,649	134,750	3,171,365
Total Capital Property Cost	3260	114,729,827	2,205,451	160,781	116,774,497
Accumulated Amortization					
Engineered Structures	3270				
Roadway Systems	3271	22,374,902	252,635		22,627,537
Light Rail Transit Systems	3272				
Water Systems	3273	6,245,887	158,127		6,404,014
Wastewater Systems	3274	8,378,968	153,737		8,532,705
Storm Systems	3275	5,001,479	49,652		5,051,131
Fibre Optics	3276				
Electricity Systems	3277				
Gas Distribution Systems	3278				
Engineered Structures	3280	42,001,236	614,151		42,615,387
Buildings	3290	4,252,194	548,114		4,800,308
Machinery and Equipment	3300	2,295,442	428,434	14,873	2,709,003
Land	3310				
Land Improvements.....	3315	964,829	75,710		1,040,539
Vehicles	3320	1,182,228	181,161	87,195	1,276,194
Total Accumulated Amortization	3330	50,695,929	1,847,570	102,068	52,441,431
Net Book Value of Capital Property	3340	64,033,898			64,333,066
Capital Long Term Debt (Net)	3350	4,657,059			4,512,194
Equity in Tangible Capital Assets	3400	59,376,839			59,820,872

LONG TERM DEBT SUPPORT

Schedule 9H

		Operating Purposes 1	Capital Purposes 2	Total 3
Long Term Debt Support	3405			
Supported by General Tax Levies	3410		4,512,194	4,512,194
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		4,512,194	4,512,194

LONG TERM DEBT SOURCES

Schedule 9I

		Operating Purposes 1	Capital Purposes 2	Total 3
Alberta Capital Finance Authority.....	3500		4,512,194	4,512,194
Canada Mortgage and Housing Corporation	3520			
Mortgage Borrowing	3600			
Other	3610			
Total Long Term Debt Principal Balance	3620		4,512,194	4,512,194

FUTURE LONG TERM DEBT REPAYMENTS

Schedule 9J

		Operating Purposes 1	Capital Purposes 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		149,469	149,469
Current + 2	3720		154,218	154,218
Current + 3	3730		159,119	159,119
Current + 4	3740		164,176	164,176
Current + 5	3750		169,393	169,393
Thereafter	3760		3,715,819	3,715,819
Total Principal	3770		4,512,194	4,512,194
Interest by Year	3780			
Current + 1	3790		141,100	141,100
Current + 2	3800		136,351	136,351
Current + 3	3810		131,450	131,450
Current + 4	3820		126,393	126,393
Current + 5	3830		121,176	121,176
Thereafter	3840		1,078,570	1,078,570
Total Interest	3850		1,735,040	1,735,040

PROPERTY TAXES AND GRANTS IN PLACE
Schedule 9K

		Property Taxes 1	Grants - in Place 2	Total 3
Property Taxes	3900			
Residential Land and Improvements	3910	4,497,294	2,394	4,499,688
Non-Residential	3920			
Land and Improvements (Excluding M & E).....	3935	2,120,465	98,852	2,219,317
Machinery and Equipment	3950	15,260		15,260
Linear Property	3960	125,552		125,552
Railway	3970			
Farm Land	3980	1,384		1,384
Adjustments to Property Taxes	3990		-21,436	-21,436
 Total Property Taxes and Grants In Place	4000	6,759,955	79,810	6,839,765
 Requisition Transfers	4010			
Education				
Residential/Farm Land	4031			1,004,260
Non-Residential	4035			456,416
Seniors Lodges	4090			57,754
Other	4100			543
Adjustments to Requisition Transfers	4110			2,341
 Total Requisition Transfers	4120			1,521,314
 Net Municipal Property Taxes and Grants In Place	4130			5,318,451

GRANTS IN PLACE OF TAXES
Schedule 9L

		Property Taxes 1	Business Taxes 2	Other Taxes 3	Total 4
Federal Government	4200	6,591			6,591
Provincial Government	4210	94,655			94,655
Local Government	4220				
Other	4230	-21,436			-21,436
 Total	4240	79,810			79,810

DEBT LIMIT**Schedule 9AA**

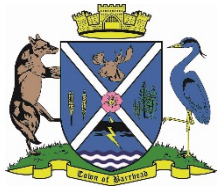
		1
Debt Limit	5700	19,149,225
Total Debt	5710	4,512,194
Debt Service Limit	5720	3,191,538
Total Debt Service Costs	5730	290,569

Enter prior year Line 3450 Column 2 balance here:

4,657,059

EDIT LIST - PLEASE REVIEW AND CORRECT ANY ERRORS NOTED BELOW

Please ensure the correct breakdown of Non-Residential Property taxes has been recorded under line 3920



Item No. 7(b)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Bank Statement – for month ending January 31, 2020

1.0 Purpose:

To approve the Monthly Bank Statement for the month ended January 31, 2020.

2.0 Background and Discussion:

Not applicable.

3.0 Alternatives:

3.1 For Council approves the Monthly Bank Statement for the month ended January 31, 2020, as presented.

3.2 For Council tables the Monthly Bank Statement for the month ended January 31, 2020 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

9.0 Recommendations

That Council approves the Monthly Bank Statement for the month ended January 31, 2020, as presented.

(Original signed by the CAO)

Edward LeBlanc

CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED JANUARY 31, 2020**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCT	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	37,245.35	4,941,173.14	1,147,277.55
Receipts	60,060.76	1,250,097.83	
Interest	82.83	10,055.96	
Transfers from/to Term Deposits	0.00	0.00	2,224.98
Cancelled Cheques	0.00	0.00	
SUBTOTAL	97,388.94	6,201,326.93	1,149,502.53
Disbursements	0.00	640,243.52	
Debentures/Interest	0.00	0.00	
School Requisition	0.00	0.00	
Transfers from/to General	0.00	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	437.00	
Postdated Cheques	0.00	0.00	
NET BALANCE AT END OF MONTH	97,388.94	5,560,646.41	1,149,502.53

PER BANK:			
Balance at end of month	98,134.41	5,677,238.23	1,149,502.53
Outstanding Deposits	0.00	83,834.51	
SUBTOTAL	98,134.41	5,761,072.74	1,149,502.53
Outstanding Cheques	745.47	200,426.33	
NET BALANCE AT END OF MONTH	97,388.94	5,560,646.41	1,149,502.53

TERM DEPOSIT SUMMARY
FOR MONTH ENDED JANUARY 31, 2020

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Nova Scotia	100,000.00	1.92%	November 19, 2019	180 day term deposit
ATB Financial	1,000,000.00	2.50%	January 20, 2020	38 day term deposit
ATB Financial	<u>49,502.53</u>			Interest On Term Account
Total	<u>\$ 1,149,502.53</u>			



Item No. 7(c)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Proposed new Peace Officer Body Worn Camera Policy and Procedure # 26-019

1.0 Purpose:

To approve a proposed new Peace Officer Body Worn Camera Policy and Procedure # 26-019.

2.0 Background and Discussion:

On December 9, 2019 representatives from Alberta Justice and Solicitor General conducted a review of the Town's Peace Officer Services to determine if the Department complies with the current Peace Officer Act and a number of Provincial regulations, policies and procedures.

During the Province's review, it was identified that the Town required a Body Worn Camera policy.

With the assistance from the Province, Administration prepared the noted policy and the final draft was reviewed by the Province to ensure it addressed their criteria.

3.0 Alternatives:

- 3.1 Council approve the proposed new Peace Officer Body Worn Camera Policy and Procedure # 26-019, as presented.
- 3.2 Council instructs Administration to provide further information to the proposed draft Peace Officer Body Worn Camera Policy and Procedure and to bring back the information at the next Council Meeting.

4.0 Financial Implications:

Any expenses, as it relates to the implementation of the Policy will be accommodated within the current Operational Budget.

5.0 Interdepartmental Implications:

The proposed policy is limited to the Town's Enforcement Services

6.0 Senior Government Implications:

As previously noted, the policy is required as a result of the Provincial Audit.

7.0 Political/Public Implications:

Limited.

8.0 Attachments:

8.1 Proposed draft Enforcement Services Body Worn Camera Policy and Procedure # 26-019.

9.0 Recommendations

Council approve the proposed new Peace Officer Body Worn Camera Policy and Procedure # 26-019, as presented.

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

Edward LeBlanc
CAO

TOWN OF BARRHEAD

POLICY STATEMENT

POLICY NUMBER: 26-019

RESOLUTION NO.:

POLICY TITLE: PEACE OFFICER BODY WORN CAMERA PROTOCOL

AUTHORITY: Town Council

APPROVAL DATE:

POLICY STATEMENT:

To regulate and implement a system for the use of a body worn camera (BWC) while on duty and to enhance Peace Officer safety.

TOWN OF BARRHEAD

PROCEDURE STATEMENT

(Policy 26-019)

Peace Officer Body Worn Camera (BWC) Protocol

Effective Date:

PROCEDURES:

1. Definitions:

- a. "Body Worn Camera (BWC)" means a small video camera, typically attached to an CPOs' uniform that maximizes the ability to capture video and audio data of the CPO's enforcement related activities
- b. "FOIP" means the Freedom of Information and Protection of Privacy Act
- c. "CPO" means the Town of Barrhead Community Peace Officer

2. Purpose:

The purpose for using a body worn camera (BWC):

- a. reduce risks of a Peace Officer working alone
- b. to provide additional evidence
- c. determine the accuracy of claims made by the public against a Peace Officer
- d. help de-escalate and reduce potential conflicts

3. Responsibilities:

- a. The Chief Administrative Officer (CAO) is responsible for
 - Overseeing the implementation of policy 26-019
 - Reviewing any complaints received from the public
 - Review and recommending policy changes as needed
 - Assisting FOIP Coordinator with FOIP requests

b. CPO is responsible for:

- The operation, maintenance and safekeeping of the BWC equipment
- The record keeping associated with the BWC
- Assisting in the review and recommendation of policy 26-019 changes where necessary

4. Use of Body Worn Camera

- a. The BWC is only permitted to be used by the CPO in the course of regular duties.
- b. A BWC issued to a CPO is considered part of the uniform and Personal Protection Equipment.
- c. At the start of each shift, the CPO shall ensure that the BWC is working correctly, check that the battery is charged and that the date and time stamp are accurate.
- d. Any malfunction of the equipment must be reported immediately to the CAO.

5. Recording

- a. The following guiding principles should be followed when determining to activate the BWC:
 - When conducting moving traffic enforcement.
 - When responding to an incident.
 - If an CPO enters any situation where conflict of any type is possible.
 - Should an CPO unforeseeably become involved in, or witness any event or situation of significance to his/her duties.
 - Using his/her discretion, a CPO may choose to activate the BWC at any time; however, the CPO must be prepared to provide reasons for doing so to the CPO.
 - Every effort should be made to minimize the recording of bystanders and persons not involved in an incident.

6. Exceptions to Recordings

- a. The decision to stop recording an incident is ultimately at the discretion of the CPO, however in all cases where recording is stopped early, the CPO must provide the reasons for doing so to the CPO.
- b. Extra consideration should be given in the following circumstances:
 - Individuals may object to being recorded. In these cases, the CPO should explain the reasons that the recording is being made (i.e. to safeguard both the CPO and the members of the public). While in most cases the CPO should continue recording, he/she may choose to cease recording if the situation warrants it.
 - Respecting the wishes of persons expressing sensitivities connected with culture or faith that would prohibit recording.
- c. Where entering a private dwelling:
 - Additional privacy concerns exist when entering a private dwelling. Therefore, it is important that an CPO should not record inside a private dwelling without the consent of the resident.
- d. When dealing with vulnerable victims of a crime:
 - It is not anticipated that the CPO will encounter or interview victims of a crime during the course of regular duties, however, in the event that it does take place the explicit consent of the victim must be obtained prior to recording.

7. Notifying the Public

- a. Where practical and safe to do so, the CPO will make efforts to inform the public if/when they are being recorded.

8. Storage of Media

- a. Recorded information will be stored in a secure file managed by the Town of Barrhead until the files are automatically or manually disposed as dictated by policy 26-019.

9 Access to recorded information

- a. Access by Municipal Staff
 - Read-only access to BWC recorded information is strictly limited to CPO and the CAO, unless permitted by another provision within this policy.
 - The CAO may use recorded footage as an appropriate line of inquiry in response to formal complaints received by the public.

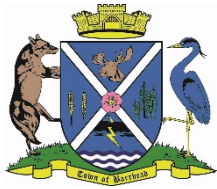
- Recorded information will not be used for the purpose of evaluating employee performance, except in the case that it is relevant to a public complaint against an CPO.

b. Access by the Public

- If a member of the public wishes to access a recording, they can do so by following the procedures of the FOIP Act.
- The FOIP Coordinator shall consult with the CAO and/or the CPO when responding to an access to information request made by the public.
- BWC recorded information may be disclosed in order to comply with an enactment of Alberta or Canada.
- In all cases, recordings must be viewed at Town's main administration building during regular business hours. Copies will not be produced for any person unless court ordered.

c. Access by other Government or Law Enforcement Agencies

- If a law enforcement agency wishes to access a recording, they can do so by following the procedures of the FOIP Act.
- At the discretion of the CAO, BWC recorded information may be disclosed to other law enforcement agencies for the purpose of assisting in an investigation.



Item No. 7(d)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Revised Peace Officer Operational Policies and Procedures # 26-002

1.0 Purpose:

To approve a revised Peace Officer Operational Policies and Procedures Policy # 26-002.

2.0 Background and Discussion:

On December 9, 2019 representatives from Alberta Justice and Solicitor General conducted a review of the Town's Peace Officer Services to determine if the Department complies with the current Peace Officer Act and a number of Provincial regulations, policies and procedures.

During the Province's review, it was identified that the Town required a revised their existing Peace Officer Operational Policies and Procedures Policy # 26-002.

With the input from the Province, Administration revised the noted procedure to further outline the jurisdiction of the Peace Officer as well as to revise the Provincial Statutes so it agreed with the authority provide by the Department of Justice and Solicitor General.

For further reference and convenience, any suggested deletions on the attached policy and procedure are shown as a ~~strikethrough~~ and any suggested wording is shown in **red bold print**.

3.0 Alternatives:

- 3.1 Council approve the revised Peace Officer Operational Policies and Procedures Policy # 26-002, as presented.
- 3.2 Council instructs Administration to provide further information to the proposed revised Peace Officer Operational Policies and Procedures Policy # 26-002 and to bring back the information at the next Council Meeting.

4.0 Financial Implications:

Any expenses, as it relates to the implementation of the Policy will be accommodated within the current Operational Budget.

5.0 Interdepartmental Implications:

The proposed revised policy is limited to the Town's Enforcement Services

6.0 Senior Government Implications:

As previously noted, the revised policy is required as a result of the Provincial Audit.

7.0 Political/Public Implications:

Limited.

8.0 Attachments:

- 8.1 Revised Peace Officer Operational Policies and Procedure Policy # 26-002.

9.0 Recommendations

Council approve the revised Peace Officer Operational Policies and Procedures Policy # 26-002, as presented.

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

Edward LeBlanc
CAO

TOWN OF BARRHEAD

POLICY STATEMENT

POLICY NUMBER: 26-002

RESOLUTION NO.: 276-10

POLICY TITLE: OPERATIONAL POLICIES AND PROCEDURES

AUTHORITY: Town Council

ORIGINAL APPROVAL DATE: August 23, 2010

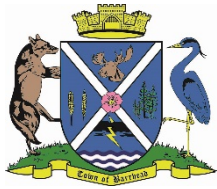
Revision Date:

POLICY STATEMENT:

To outline the operational policies and procedures for the Peace Officer.

PURPOSE:

To provide a code of conduct for the Community Peace Officer to follow when providing enforcement services for the Town of Barrhead.



Item No. 7(e)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Request for a temporary closure of portion of 57th Avenue

1.0 Purpose:

To approve the temporary closure of 57th Avenue as requested by the 4-H Northwest Region.

2.0 Background and Discussion:

On November 29th, 2019 the Town was advised that the 4-H Northwest Region selected the Town of Barrhead for their 2020 and 2021 event.

As outlined in my report during the November 26th Council Meeting, Focus on 4-H Alberta is a week-end event organized on behalf of the Northwest Region of the Alberta 4-H Clubs with the goal to showcase their year's achievement and growth.

4-H Alberta is planning to utilize the Barrhead & District Agricultural Society's facilities as well as the Town's Arena.

The Town was informed that approximately 250 youth delegations were registered for last year's event along with an additional 150 parents/volunteers.

This Spring, Administration will remind the local Chamber of Commerce, Mainstreet Merchants Association and Barrhead County of the event with the hope of providing some promotional items and/or activities to be inserted in each of the participants' registration package.

3.0 Alternatives:

- 3.1 Council approve the request by Northwest Region Focus on 4-H 2020 and temporary close a portion of 57 avenue for their event scheduled for July 3rd – 5th, 2020.
- 3.2 Council deny the request by Northwest Region Focus on 4-H 2020 to temporary close a portion of 57 avenue for their event scheduled for July 3rd – 5th, 2020.
- 3.3 Council instructs Administration to provide further information to the request by Northwest Region Focus on 4-H 2020 to temporary close a portion of 57 avenue for their event scheduled for July 3rd – 5th, 2020 and to bring back the information at the next Council Meeting.

4.0 Financial Implications:

Limited to the expense of having the Town staff to erect and dismantle the required barricades.

5.0 Interdepartmental Implications:

This request will be coordinated by the Town's Public Works Department.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Should Council approve the request, Administration will notify all first line responders as well as place a notification on social media.

8.0 Attachments:

- 8.1 Letter from Northwest Regional Focus on 4-H 2020 requesting the road closure
- 8.2 A map of the Town of Barrhead outlining the portion of 57th avenue that is requested to be closed.
- 8.3 Road Closure Policy # 32-010

9.0 Recommendations

Council approve the request by Northwest Region Focus on 4-H 2020 and close a portion of 57 avenue for their event scheduled for July 3rd – 5th, 2020.

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

Edward LeBlanc
CAO

Northwest Region Focus on 4-H 2020

Requested by :

Tasha Erickson

Focus on 4-H Event Chair

Requested From :

Town of Barrhead



To Whom it May Concern,

Our group will be holding an event from July 3-5th, 2020 in the Town of Barrhead. We will be utilizing both the Ag Society grounds as well as the Agrena. The event intends to make continual use of both facilities and as such, people will be moving between the facilities most of the time. We are requesting that the road in between these facilities, 57th Ave, be closed for the duration of our event.

We thank you for your consideration and with your help look forward to a safe and fun event.

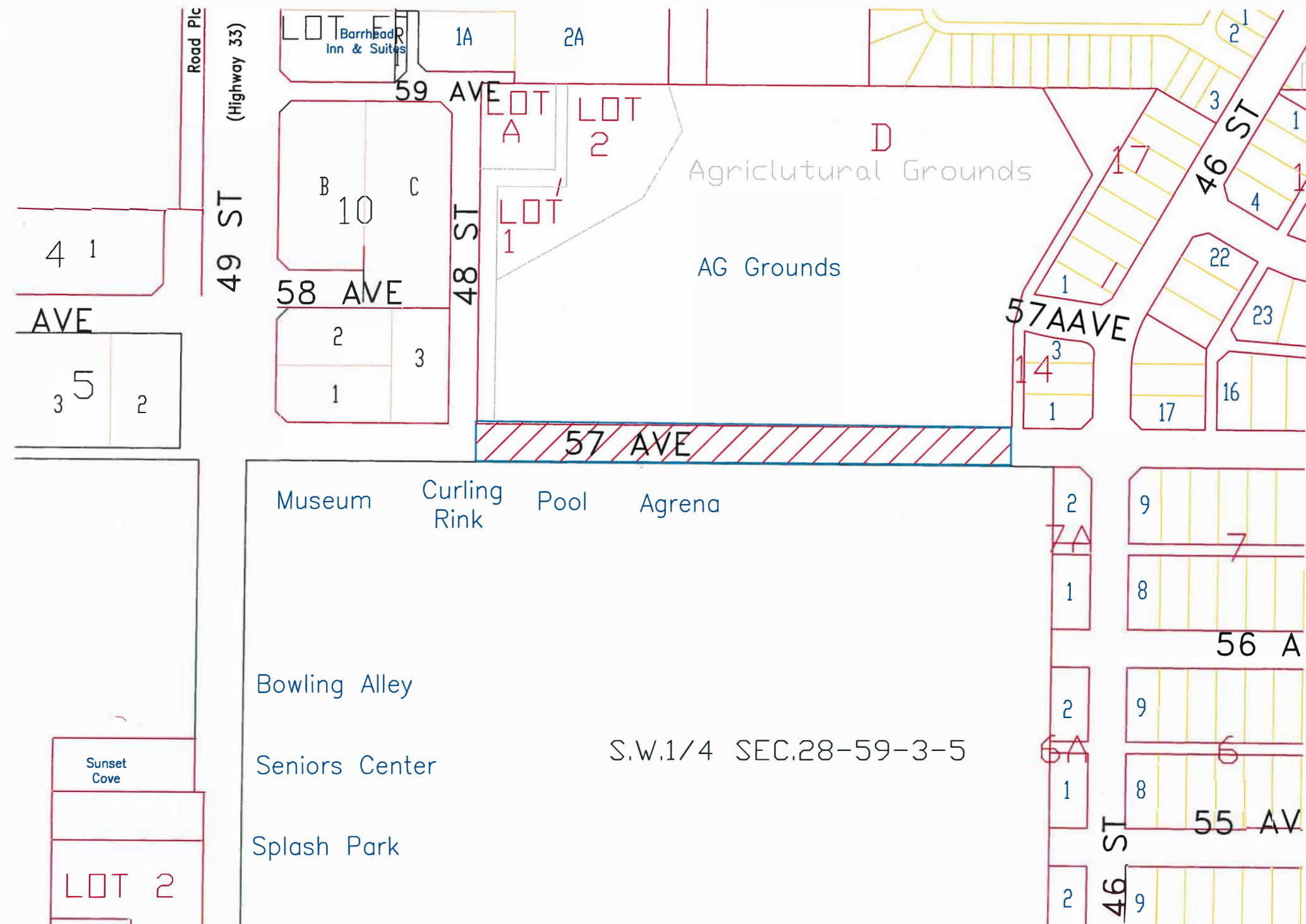
Sincerely,

Tasha Erickson

780-779-6589

Email: tashae0@gmail.com

Committee Chair, Northwest Region Focus on 4-H 2020



TOWN OF BARRHEAD

PROCEDURE STATEMENT

(Policy 32-010)
Road Closures

Effective Date: 08/09/08

PROCEDURES:

The Municipal Manager will approve certain roads to be automatically closed for functions that occur on an annual basis in the Town of Barrhead.

- .1 The following roads will be closed to accommodate for the Town of Barrhead's annual functions:
 - a) Last Saturday in May of each year - Antique Car Rally – 57 Avenue, from the east corner of the museum to the lane, which runs north towards the seed cleaning plant, and the service road in front of the museum
Or
All or part of 50 Street (Main Street) from 50 Avenue to 49 Street and side street 51st Avenue to 51st Street West between the Scotiabank and Barrhead Bakery to Clarahan Accounting.
All or part of 50th Street (Main Street) from 49th Street to 50th Avenue
 - b) 1st or 2nd Saturday in June - Blue Heron Street Festival – 50 Street from 49 Street to 50 Avenue
 - c) 1st or 2nd Friday in June - Soap Box Derby – 47 Avenue, just south of the Co-op
 - d) Last Friday or Saturday in June – Graduation – 57 Avenue from 48 Street to 46 Street
 - e) July of each year – Santa's Toy Box Christmas in July – Service Road in front of Splash Park
 - f) 2nd Weekend in August - Blue Heron Fair – 57 Avenue from 48 Street to 46 Street; 50 Street from 49 Street to 50 Avenue

- g) 2nd or 3rd Friday in November - Christmas Light Up & Christmas Parade – 50 Street from 50 Avenue to 52 Avenue

Emergency Services and the Public Services Department will be notified in advance of the above road closures. Barricades will be put up and taken down, upon request, by Town Public Services Staff.

Any new requests for road closures will be presented to Council for approval and if successful, will thereafter be added to the policy as an annual Town of Barrhead road closure item.

**COUNCIL REPORTS
AS OF MARCH 10, 2020**

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



C.A.O Report

To: Town Council

Date: March 10, 2020

Re: March 10, 2020 Council Meeting

Administrative Services:

During the February 11th Council Meeting, Council passed the following resolution:

***Moved by Cr. Smith that Administration research phasing out single use plastic initiatives in other communities and bring back a report to a future meeting of Council.
(Resolution # 050-20)***

Administration's comments:

- The Globe and Mail article – published June 17, 2019:
 - *“The low-density polyethylene (LDPE) you find in grocery bags is durable enough to last for a thousand years before breaking down, but flimsy and light enough to end up in the stomachs of marine life, birds and, in microplastic form, human diets too. Not all recycling programs can accept LDPE, and if they do, chances are they might dispose of it by incineration, which produces greenhouse gases and toxic byproducts”*
 - *“The Trudeau government hasn’t yet produced a list of the products it intends to ban; first it has to consult with businesses and other levels of government, then decide which bans are “supported by scientific evidence and warranted.” But the wording of Mr. Trudeau’s June 10 announcement singles out a few items as examples of harmful single-use plastics”*
 - *The Federal Government would like to implement a ban on single-use plastics as early as 2021.*

- Some of the items contemplating in banning are:
 - Straws and stir sticks
 - Cutlery and plates
- In April, 2012 the Regional Municipality of Wood Buffalo passed a bylaw prohibiting the distribution, sale and/or use of single use plastic bags.
- In October, 2018 the City of Wetaskiwin prohibiting the distribution or sale of single use plastic bags.
- In November, 2019 the Town of Devon passed a bylaw prohibiting the distribution or sale of single use plastic bags.
- All three bylaws have similar exemptions which reads as follows:
 - Single-use plastic bags used for:
 - carrying fruits or vegetables;
 - containing fresh meat or fish products;
 - containing bulk food items or bulk hardware items;
 - freshly prepared bakery items or other food items;
 - wrapping flowers or potted plants;
 - clothes immediately following professional laundering or dry-cleaning;
 - dirty, greasy, or hazardous products or materials.
 - Single-use plastic bags distributed by a non-profit, being a food bank, a homeless shelter or an animal shelter, in its normal course of business.
 - Single-use paper bags used to contain food from a Retail Establishment that is
 - Food service, drive-in or drive-through;
 - Restaurant;
 - Mobile Catering;
 - Take-Out Restaurant.
 - The sale of multiple, prepackaged single-use plastic bags.
- Administration awaits further direction from Council.

During the February 25th Council Meeting, Council passed the following three resolutions:

- A. Moved by Cr. Assaf that Council instruct Administration to review the Council Code of Conduct Bylaw to include Member's at Large on Committees and report back to Council. (Resolution # 066-20)**

Administration's comments:

Section 146.1 (3) of the MGA states:

A council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors.

From my perspective, Bylaw 02-2018 "The Council Code of Conduct Bylaw" should remain a stand-only bylaw and not include Member's-at-Large. Administration would prefer to draft a separate bylaw addressing the Code of Conduct for members-at-large only, for Council's review and consideration.

- B. Moved by Cr. Assaf that Council instruct Administration to review the Council Code of Conduct Bylaw to make Council orientation training mandatory for all Councillors and report back to Council. (Resolution # 067-20)**

Administration's comments:

Section 8 of By-law 02-2018 "The Council Code of Conduct Bylaw" outlines the following:

A municipality must, in accordance with the regulations; offer orientation training to each councillor, to be held within 90 days after the councillor takes the oath of office.

Members of Council are expected to attend:

- i) orientation training at the start of each Council term*
- ii) any training organized by Council or **mandated** by the Province*

Members of Council may attend training/conferences of their choosing within their approved budget.

Section 201.1 of the MGA states:

A municipality must, in accordance with the regulations; offer orientation training to each councillor, to be held within 90 days after the councillor takes the oath of office.

With the submitted information, I believe the issue is already addressed.

***C. Moved by Cr. Klumph that Administration research a privilege document policy.
(Resolution # 068-20)***

Administration's comments:

In reviewing the presentation from Brownlee LLP, as distributed during their education session held on February 13th and in discussion with Director Callihoo, my recommendation is that the Town would not require to prepare a policy, as the restrictions and limitations are already included in the Provincial F.O.I.P. Act.

General Administration Services

Department continues to work in finalizing the 2020 Capital and Operating Budget in consultation with the various Department Heads.

Staff is analyzing the 2020 live assessment and reviewing potential mill-rate scenarios.

Enforcement Services:

- The Department currently has 46 open file under review/investigation:
 - Bylaw issues: 36 files (majority relating to snow removal and illegal parking during snow removal program)
 - Animal Control matters/miscellaneous: 1 files
 - Traffic Enforcement(moving violations): 9 files

Legislative and Development Services:

- Worked with County Development Officer on preparing a revised Intermunicipal Development Plan
- Attended meetings and working on upcoming Volunteer Appreciation Event
- Attended Emergency Management Advisory Committee meeting
- Attended Twinning Committee meetings
- Twinning delegation visit postponed to a later date
- Working with residents on subdivision and development inquiries
- Ongoing mapping requests for Town departments.

Fire Protection Services:

- Incidents from February 1 – February 29
 - Fires - 4
 - Ambulance Assist - 9
 - False alarms - 2
 - Vehicle accidents – 2
 - Public service – Assist RCMP - 1

Total of 18 calls – with a total of 246.25 Man hours.

- Training:
 - Completed the new NFPA 1072 Hazmat Awareness - 8 students.
 - Started the new NFPA Hazmat Operation - 13 students
 - Started new recruits NFPA 1001 Firefighter Level 1 - 6 students.
- Other
 - Applied through the Richardson Foundation for a \$10,000.00 grant for improving the Town's training facility.
 - Tower 6 tank to pump valve repair completed.
 - Rescue 8 command tower light repairs completed.

Currently there are 35 members responding

Recreation Services:

- Operational:
 - Received confirmation that the Town will be receiving 2,400.00 from the Department of Canadian Heritage to fund a portion of the Town's Canada Day celebrations.
 - Attended GROWTH Alberta meeting.
 - Continue to remove snow.
 - Moving Arron the Blue Heron into storage.
 - Continue programming for parents and tots.
 - School swim lessons preparation, over 400 students from 3 schools.
- Works in Progress:
 - Working with a contractor to ensure all compressors are in running order for the warm season ahead.

➤ Upcoming Special Events:

- Planning events for St. Patrick's Day and Spring Break.
- Planning for summer parks maintenance staffing.
- Planning underway for summer programs staffing.

➤ Capital Projects:

- Continue to co-ordinate activities with the Town's Engineer relating to the curling rink project. The tender closed on February 25th and it is anticipated that Administration will forward a recommendation during the March 10th Council Meeting.

Transportation Services:

➤ Operational:

- Testing of water pumping capacities, Water plant to all of town limits distribution area.
- Main part of snow removal completed, now move into lanes and areas prone to flooding.
- Start steaming and thawing of catch basins and culverts
- Equipment and building maintenance
- Continue with staff training
- Repair leaking water service - 51st avenue and 47th street

➤ On-going Projects:

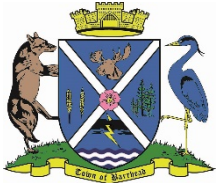
- Some roads within the Industrial Park will soon be graveled to prevent damage to the driving surface.
- As soon as the weather permits, the Department will commence the annual pot hole patching program.

➤ Capital Projects:

- Provide feedback to Engineers for water modeling and design for reservoir upgrades.
- Work begins again on lagoon upgrades to blower Building, new transformer, compressors and piping.
- New street sweeper RFP closed, reviewing and potentially submitted a recommendation during the March 10th Council Meeting.

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

Edward LeBlanc - C.A.O.



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Bylaw 03-2020, Land Use Amendment Bylaw

1.0 PURPOSE:

For Council to pass the first reading of Bylaw No. 03-2020, Land Use Amendment Bylaw and set a Public Hearing.

2.0 BACKGROUND AND DISCUSSION:

Bylaw 03-2020, Land Use Amendment Bylaw will rezone the Town's 14 +/- acre parcel of land from UR – Urban Reserve and DC – Direct Control. Under the current zoning subdivision of the 3 +/- acre parcel of the Town's land would not be permitted. By rezoning the Town land, the 3 +/- acre subdivision can move forward to completion.

3.0 ALTERNATIVES:

3.1 Council pass the first reading of Bylaw No. 03-2020, Land Use Amendment Bylaw and set a Public Hearing for Tuesday, April 14, 2020 at 5:30 p.m.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

- 8.1 Bylaw No. 03-2020, Land Use Amendment Bylaw.
- 8.2 Schedule "A", Map.
- 8.3 Town of Barrhead Public Notice.

9.0 RECOMMENDATIONS:

That Council give Bylaw No. 03-2020, Land Use Amendment Bylaw first reading and set a Public Hearing for Bylaw No. 03-2020, Land Use Amendment Bylaw for Tuesday, April 14, 2020 at 5:30 p.m.

(Original signed by the CAO)
Edward LeBlanc
CAO

BYLAW 03-2020
LAND USE AMENDMENT BYLAW

A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE
OF ALBERTA, TO AMEND BY-LAW 04-2015, THE LAND USE
BYLAW

WHEREAS, Council wishes to re-district Pt of SE 29-59-3-W5M and Lot 1, Block 1, Plan 132 3264 from UR–Urban Reserve to DC–Direct Control.

WHEREAS, Council considers it desirable, expedient and in the best interest of the Town of Barrhead to amend By-Law 04-2015, the Land Use By-Law.

NOW THEREFORE the Municipal Council of the Town of Barrhead in an open meeting hereby enacts as follows:

1. That By-Law 04-2015 be amended to indicate that Pt of SE 29-59-3-W5M and Lot 1, Block 1, Plan 132 3264, as indicated on attached Schedule “A,” is rezoned from UR–Urban Reserve to DC–Direct Control.
2. That this By-Law once passed and signed shall form part of By-Law 04-2015, the Land-Use By-Law.
3. That this By-Law shall take effect on the day of the final passing thereof.

Read a first time this _____ day of _____, 2020.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

Read a second time this _____ day of _____, 2020.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

Read a third time this _____ day of _____, 2020 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

Schedule "A"

From UR - Urban Reserve to DC - Direct Control

12m HIGHWAY WIDENING

Road Plan 102 3864

(Highway 33)

49 ST

Barrhead

Neighbourhood Inn

3

15

LOT G

LOT F

Barrhead
Inn & Suites

1A

59 AVE

LOT
A

B

10

C

58 AVE

2

3

1

48 ST

LOT
1

LOT A

Keir
Core

LOT B

Shepards
Core

59 AVE

59 AVE

32

53 ST

33R

8

26

24

23

21

58 AVE

2

39

44

33

34

45

11

13

B

I
R

3

5

2

5

3

2
R

4

1

58 AVE



TOWN OF BARRHEAD PUBLIC NOTICE

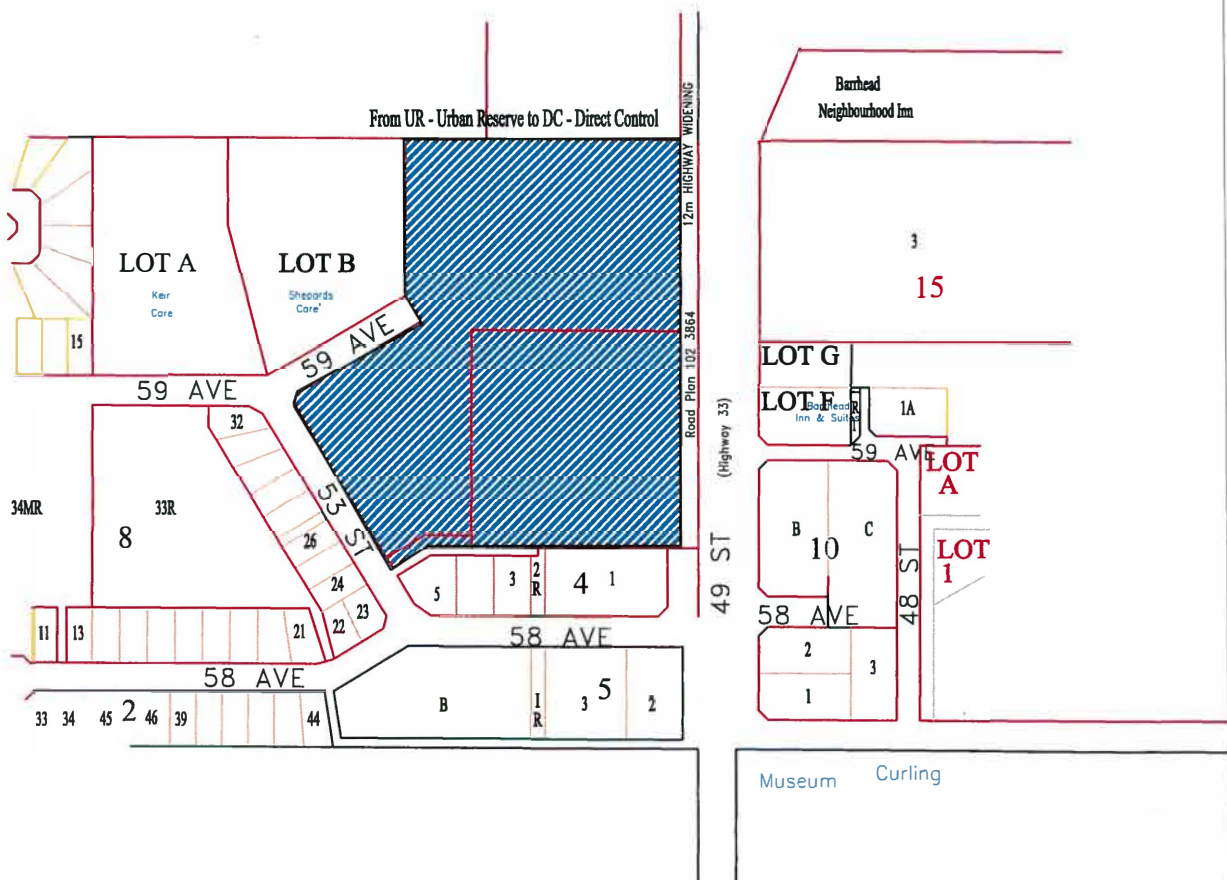
Public Notice is hereby given that Council of the Town of Barrhead proposes to pass a Bylaw to amend Land Use Bylaw No. 04-2015 of the Town of Barrhead.

Bylaw 03-2020, as proposed, will authorize the Council of the Town of Barrhead to amend Bylaw 04-2015 as follows:

Re-classify Pt SE 29-59-3-W5M & Lot 1, Block 1, Plan 132 3264

FROM - UR Urban Reserve
TO - DC Direct Control

A copy of Bylaw 03-2020 may be examined at the Town of Barrhead Administration Office during the hours of 8:30 a.m. to 4:30 p.m., Monday through Friday. A Public Hearing will be held at the Barrhead Town Office Council Chambers at 5014-50 Avenue at 5:30 p.m. on Tuesday April 14, 2020 A. D. for the purposes of hearing any objections, recommendations and/or complaints pertaining to the proposed amendment.





REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Bylaw 04-2020, the 2020 Designated Manufactured Home Supplementary Assessment Bylaw

1.0 PURPOSE:

For Council to pass all three readings of Bylaw 04-2020, the 2020 Designated Manufactured Home Supplementary Assessment Bylaw.

2.0 BACKGROUND AND DISCUSSION:

The Designated Manufactured Home Supplementary Assessment Bylaw has to be presented and approved by Council every year by May 1st. This Bylaw authorizes the preparation of supplementary assessments of designated manufactured homes located in mobile home parks only.

3.0 ALTERNATIVES:

3.1 Council pass all three readings of Bylaw 04-2020, the 2020 Designated Manufactured Home Supplementary Assessment Bylaw, as presented.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 Bylaw No. 04-2020, the 2020 Designated Manufactured Home
Supplementary Assessment Bylaw

1.0 RECOMMENDATIONS:

That Council give all three readings to Bylaw No. 04-2020, the 2020 Designated
Manufactured Home Supplementary Assessment Bylaw, as presented.

(Original signed by the CAO)

Edward LeBlanc
CAO

BY-LAW 04-2020

**THE 2020 DESIGNATED MANUFACTURED HOME SUPPLEMENTARY
ASSESSMENT BY-LAW**

**A BY-LAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO
AUTHORIZE THE PREPARATION OF SUPPLEMENTARY ASSESSMENTS OF
DESIGNATED MANUFACTURED HOMES IN THE TOWN OF BARRHEAD.**

WHEREAS, Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000, and amendments thereto, a Council may pass a By-Law authorizing the preparation of supplementary assessments, and;

WHEREAS, the Council of the Town of Barrhead, has deemed it in the best interests of the Town of Barrhead to pass a By-Law authorizing the preparation of supplementary assessments of designated manufactured homes located in mobile home parks only;

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

1. That this Bylaw shall be referred to as the 2020 Designated Manufactured Home Supplementary Assessment Bylaw.
2. That the Assessor for the Town of Barrhead is hereby authorized and directed to prepare supplementary assessments of designated manufactured homes, located in mobile home parks for the taxation year 2020.
3. That Bylaw 02-2019 is hereby repealed.
4. That this Bylaw shall take full force and effect on the day of its final passing.

Read a first time this ____ day of _____, 2019.

Read a second time this ____ day of _____, 2019.

Read a third time this ____ day of _____, 2019 and passed.

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: March 10, 2020

Re: Correspondence Item

Item # 1 Information from Barrhead & District Family and Community Support Services regarding the FCSS 2019 Preventative Programs.

Recommendation:

That Council accept the information from Barrhead & District Family and Community Support Services regarding the FCSS 2019 Preventative Programs, as information.

(Original signed by the CAO)

Edward LeBlanc
CAO



2019 Facts

*Barrhead & District FCSS Society was governed by
9 Community, 2 Town and 2 County Board Members.*

The organization employed 24 personnel and received support from 65 active FCSS volunteers!

FCSS 80/20 Preventative Programs

Advocacy & Support Mentor

*Advocacy & Support help clients make connections to resources in our Province and local community.
The program served on average 10 separate clients per month.*

Referral Counseling

Referral Family Counseling provides short-term counseling and referral services for individuals and families. 396 counseling sessions were provided in 2019; There were 172 referrals in 2019, which remains similar to last year.

Community Development & FCSS Volunteer Coordination

Volunteer Appreciation Event sold 250 tickets; approximately 172 people attended.

Compass Program trained 3 facilitators; hosted 7 participants

Volunteers for Community-Funded Programs: 65 active volunteers donated 2868 hours of service to the end of 2019.

Seniors Programs

Home Support provides light housekeeping services to seniors in our community. 74 clients accessed the program in 2019. An average of 49 clients per month received service. The Home Support program provided 2372 hours service and averaged 198 hours of service per month of Home Support Services to Seniors, people with disabilities and families with critical medical conditions.

Meals on Wheels coordinated 28 volunteer drivers and 2 church groups to deliver a total of 1588 meals to residents living in the Town of Barrhead.

Seniors Information & Referrals Served 57 inquiries and provided referral for 41 clients. Senior programs were fortunate to have 1017 volunteer hours donated by individuals and community groups.

Seniors Pie & Coffee is hosted weekly on Thursday afternoons at FCSS. 18-20 seniors in regular attendance. 4 Seniors volunteer to help make this program successful!

Seniors Dinners runs September - November and February - May at Barrhead & District Seniors drop-In Centre. 739 participants attended the monthly dinners.

Group Exercises for Seniors happens Thursday mornings at FCSS. 4-6 regular participants attend.

Volunteers provided 1017 service hours to help support various programs for seniors.

Family School Liaison

Family School Liaisons help connect students and families to resources within the school system and the local community. Two FCSS workers provided service to Barrhead Elementary, Barrhead Composite High, Barrhead Outreach, Dunstable, Neerlandia and Fort Assiniboine Schools. The FSL worker for Barrhead Elementary, Neerlandia and Fort Assiniboine left this position after June 2019 and the position was not filled. The stats for those schools include September 2018 - June 2019 are as follows: Individual student meetings - 906, parent meetings - 65, referrals to other services - 14 and groups facilitated - 4. The FCS worker for Barrhead Composite High, Dunstable and Barrhead Outreach averaged 52 students each month in the three schools she serves. All together she had contact with 1250 students. She had 38 new referrals and gave 26 referrals to outside supports.

Front Desk Information & Referrals

From January - December 2019 - FCSS served 2748 walk-in clients in 2019. 4246 phone inquiries were also received in 2019. We had 10 email inquiries.

Government Contract & Grant Programs

Barrhead Parent Link

Barrhead Parent Link & Early Childhood Development Initiative provides programs and services for children ages 0-6 and their families.

16 unique programs were offered in 2019

PLC/ECD coordinator provided 47 referrals and 24 supported referrals for families

194 children ages 0-5, 81 children 6-17 and 197 adults attended programs

Early Childhood Development Initiative

Provided 5 unique programs.

The Fort Assiniboine Play Group served 39 participants: 22 were 0-5 years, 3 were 6-7 years and 14 adults.

Kids Kloset: Distributed over 350 clothing items.

Toy Library: 70 families used the Library.

Developed and distributed 52 Developmental Kits through FCSS, Foodbank, Healthy Families Healthy Futures, McMann Youth and Family Support Services for Children and Alberta Health Services.

Volunteers: 46 Volunteers 171.5 Hours

THRIVE:

Family Violence and Relationship Abuse Prevention

Served 34 families through the THRIVE Program; with 34 minor children living in the home at the time of service. Thrive Mentor also works with schools and youth programs, directly teaching Healthy Relationship Skills. In 2019, 293 Youth sessions were held serving ages 13 - 19.

FASD Mentor

Individual Support, Collaboration, Referrals and Community Awareness

FASD Coordinator supported 6 individuals with FASD. The Mentor attended workshops, and partnered with the BCHS, FASD Coach, FASD Network & AHS Addictions. The Mentor coordinated the 5th annual FASD Awareness Day "Barrhead Mock Tail Challenge". 12 local businesses/agencies participated in this year's event!

Community-Funded Programs

Barrhead Food Bank

Open Tues & Thurs 2-4pm

Assisted 1679 individuals with emergency food supplies; served 710 households.

BES School Lunch

Daily at BES

Provided Hot Lunch to an average of 150 students at Barrhead Elementary School each day; 36 children were subsidized monthly through the Hot Lunch Program.

Volunteers: 1 Volunteer 144 Hours

BCHS Soup & Bun

Can be accessed through FSL at BCHS.

Barrhead FCSS Community Programs purchased 160 servings of Soup & Buns to help attend to teens in high need at BCHS.

Red Cross Babysitting Course

Hosted 2 in 2019, February 7th - 8 participants, October 5th - 12 participants

FCSS Youth!

****Co-sponsors: FCSS 80/20, AGLC and Community Funds.***

The Youth program ran 2 evenings per week at FCSS and in other venues throughout Barrhead, Barrhead Public Library and Barrhead Agrena in the Dr. Charles Godberson Room. Additional Youth programs were provided in Fort Assiniboine once per month. Over 98 events were planned, serving 826 Youth (many were repeat attendees)!

Volunteers: 17 Volunteers 51.5 Hours

CARE (Community Angels for Recreational Enrichment)

The CARE Program provided 16 children the opportunity to participate in 26 different recreational/leisure/cultural activities. With a total of \$7029.16 spent from the CARE Program, with an average of \$185.00 spent per child.

Santa's Toy Box & Christmas Hampers

FCSS received 111 applications for Christmas Programs in 2019.

47 families (145 children) received Santa's Toy Box gifts and food hampers this year

9 families were adopted by community families and organizations

64 Christmas Hampers were provided to adult applicants

10 gifts for Blue Heron Clients

New this year - 100 gifts for Seniors at Keir Care Centre - provided by special donation.

Community-Funded Programs

Volunteer Income Tax Completion for Low Earner Incomes

3 Volunteers and 1 coordinator completed 335 individual tax returns for low income earners through the Volunteer Income Tax Program.

In-School Mentors

6 children were supported through the In-School Mentor Program, with 6 mentors spending 1 hour per week with the children.

Welcome Baskets

This program distributed a total of 17 Welcome Bags to new residents of Barrhead.

Coats for Kids & Families

****Sponsored in partnership with Barrhead Cleaners and Servus Credit Union***

Distributed 89 coats: 35 pairs of ski pants: 59 mitts/toques.