



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, APRIL 24, 2018 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – April 10, 2018
 - (b) Annual General Meeting Minutes – April 10, 2018
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) There are no Delegations
6. Old Business
 - (a) Barrhead Curling Rink Improvements
7. New Business
 - (a) Monthly Bank Statement
 - (b) Summary Financial Statement
 - (c) Agrena Donation Request
 - (d) Seniors Drop-In Centre Land Improvement

8. Reports - The Council Reports

(a) Council Reports as of April 24, 2018

- Barrhead & District Social Housing Association
- Barrhead Fire Services Committee
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board/Yellowhead Regional Library Board

(b) Department Head Report

9. Minutes

- (a) Barrhead & District Family & Community Support Services Society – March 15, 2018
- (b) Barrhead & District Family & Community Support Services Society – April 20, 2018
- (c) Barrhead Regional Fire Services Committee – April 18, 2018

10. Bylaws

- (a) There are no Bylaws

11. Correspondence

- (a) Information Item
 - (i) Alberta Municipal Affairs – Municipal Accountability Program

12. For the Good of Council

13. Tabled Items

14. In-Camera

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

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, APRIL 10, 2018,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT

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

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

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

ABSENT

Mayor McKenzie

CALL TO ORDER

Deputy Mayor Assaf called the meeting to order at 5:30 p.m.

Moment of Silence and condolences for the Humboldt Bronco Team.

AGENDA

The agenda was reviewed.

109-18

Moved by Cr. Penny that the agenda be accepted with the following amendments:

- 5(b) Delegation – Fire Chief John Whittaker – Alberta Provincial Hose Coupling Competition
- 7(a) Alberta Provincial Hose Coupling Competition – Change to 5(b) - Delegation – Fire Chief John Whittaker
- 7(g) Waste Collection Bins
- 7(h) Proclamation – Public Works Week, May 20-26, 2018
- 7(i) Proposed Road – Barrhead Golf Course
- 8(a) Reports – Community Futures Yellowhead East

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of March 27, 2018, were reviewed.

110-18

Moved by Cr. Kluin that the Minutes of the Town Council Regular Meeting of March 27, 2018 be approved with the following change:

- Monthly Bank Statement – Change the wording from “Bank Statement” to “Financial Statement” in Cr. Klumph’s statement.

CARRIED UNANIMOUSLY

DELEGATION – MAINSTREET MERCHANTS ASSOCIATION

Deputy Mayor Assaf and Council welcomed Mr. Desmond Ryland and Mrs. Chris Driessen of the Mainstreet Merchants Association at 5:35 p.m.

Mr. Desmond Ryland discussed with Council the Taste of Barrhead Event to be held on Saturday, July 14, 2018. He would like a street closure of mainstreet, a beer gardens and funding for the event.

Council reviewed.

Mrs. Chris Driessen reviewed the Mainstreet Merchants Association background for Council. She also stated that they would like tables and chairs at no cost for the Taste of Barrhead Event to be held on Saturday, July 14, 2018.

Cr. Smith stated that the Town should have a policy in place for staff time and use of Town assets.

EXITED

Deputy Mayor Assaf and Council thanked Mr. Desmond Ryland and Mrs. Chris Driessen of the Mainstreet Merchants Association and they exited the Chambers at 5:46 p.m.

111-18

Moved by Cr. Penny that Council authorize the street closure of mainstreet (50th Street), 50 Avenue up to 49 Street, and 51 Avenue and 52 Avenue from the back alley to mainstreet and that Council provide funding to the Taste of Barrhead event in the amount of \$2,500.00 to cover the cost of insurance and other expenses for the Taste of Barrhead Event to be held on Saturday, July 14, 2018.

CARRIED UNANIMOUSLY

Council request staff to complete a cost breakdown for the staff time and town assets and bring back to a future meeting of Council for consideration.

**DELEGATION – FIRE CHIEF
JOHN WHITTAKER – ALBERTA
PROVINCIAL HOSE COUPLING
COMPETITION**

The Barrhead Fire Services have been given the honor of hosting the 2018 Provincial Hose Coupling Competition on July 14, 2018.

Deputy Mayor Assaf and Council welcomed Fire Chief John Whittaker at 5:47 p.m.

Fire Chief John Whittaker provided and answered questions regarding the 2018 Provincial Hose Coupling Competition. He requested support for the event as in the previous year. He requested that fees be waived for those fire fighters camping at Rotary Park for July 13-14, 2018.

Deputy Mayor Assaf suggested that all people have free camping at Rotary Park for July 13-14, 2018.

Fire Chief John Whittaker thanked Council for their ongoing support of the Fire Department members.

- 112-18 Moved by Cr. Smith that Council approve the road closure of 50th Avenue between 50th and 51st Street between the hours of 5:30 a.m. to 8:30 p.m. on Saturday, July 14, 2018 and that permission be granted to allow camping on the berm East of the Fire Hall.

CARRIED UNANIMOUSLY

- EXITED** Deputy Mayor Assaf and Council thanked Fire Chief John Whittaker and he exited the Chambers at 6:01 p.m.

**BARRHEAD REGIONAL LANDFILL
REVISED 2018 CAPITAL
BUDGET**

The Barrhead Regional Landfill Revised 2018 Capital Budget, was reviewed.

- 113-18 Moved by Cr. Penny that Council approve the Revised 2018 Barrhead Regional Landfill Capital Budget in the amount of \$22,200.00, which includes a contribution of \$11,100.00 from each municipality, as recommended by the Barrhead Regional Landfill Committee.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL FIRE
SERVICES REVISED 2018
CAPITAL BUDGET**

The Barrhead Regional Fire Services Revised 2018 Capital Budget, was reviewed.

- 114-18 Moved by Cr. Smith that Council approve the Revised 2018 Barrhead Regional Fire Services Capital Budget in the amount of \$46,800.00, which includes a contribution of \$23,400.00 from each municipality, as recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL FIRE
SERVICES POLICY 23-18-005 –
APPENDIX “A”, PAY SCHEDULE**

The Barrhead Regional Fire Services Policy 23-18-005 – Appendix “A”, Pay Schedule, was reviewed.

- 115-18 Moved by Cr. Klumph that Council approve the Barrhead Regional Fire Services Policy 23-18-005 – Appendix “A”, Pay Schedule with an amendment of a 1.5% increase and the minimum wage change is implemented to \$15.00 per hour in October 2018, as recommended by the Barrhead Regional Fire Services Committee.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD'S STRATEGIC
PRIORITIES REPORT 2018-2022**

The Town of Barrhead's Strategic Priorities Report 2018-2022, was reviewed.

Martin Taylor, CAO advised that an update on a quarterly basis will be provided to Council.

116-18 Moved by Cr. Oswald that Council adopt the Town of Barrhead's Strategic Priorities Report 2018-2022.

CARRIED UNANIMOUSLY

2018 COLA The 2018 Cost of Living Adjustment (COLA), was received.

EXITED Cr. Oswald declared a pecuniary interest and vacated the Chambers at 6:08 p.m.

117-18 Moved by Cr. Smith that Council approve a Cost of Living Adjustment (COLA) of 1.5% for 2018.

CARRIED UNANIMOUSLY

RE-ENTERED Cr. Oswald re-entered the Chambers at 6:09 p.m.

**2018 FINAL OPERATING
& CAPITAL BUDGETS**

The 2018 Final Operating and Capital Budgets were reviewed.

Martin Taylor, CAO reviewed with Council.

118-18 Moved by Cr. Penny that Council adopt the 2018 Operating Budget with Revenues of \$14,201,228.00 and Expenses of \$14,183,801.00, plus the amortization expense budget of \$ 2,497,100, for a surplus of \$17,427.00 and the Capital Revenues and Expenses Budgets of \$8,451,511, which includes a 0.25 mill rate increase on the municipal portion of the residential, non-residential, farmland and machinery and equipment property tax rates for 2018.

CARRIED UNANIMOUSLY

**WASTE COLLECTION
BINS**

The summary of responses for the new waste collection bins, were reviewed.

Martin Taylor, CAO reviewed with Council.

Council discussed and suggested a policy to address cost of bin replacement for missing or vandalized bins, be implemented.

119-18 Moved by Cr. Oswald that Council approve the recommendation of Administration and purchase the commercial bins from Universal Handling Equipment at a cost of \$63,240.00 for 30, 6-yard bins and 30, 4-yard bins and Rehrig Pacific for the residential bins at a cost of \$100,100.00 for 1,700, 65-gallon bins and 100, 95-gallon bins.

CARRIED UNANIMOUSLY

**PROCLAMATION – PUBLIC
WORKS WEEK**

The Public Works Week, May 20-26, 2018 Proclamation, was received.

120-18 Moved by Cr. Kluin that Council accept the Public Works Week, May 20-26, 2018 Proclamation be accepted as information.

CARRIED UNANIMOUSLY

**PROPOSED ROAD – BARRHEAD
GOLF COURSE**

The County of Barrhead No. 11 and the Barrhead Golf and Recreation Area Society are requesting the Town's acceptance for a proposed road plan, was reviewed.

Martin Taylor, CAO reviewed with Council and answered questions regarding access to the property.

- 121-18 Moved by Cr. Oswald that Council grant approval to the construction and registration of a road within the North West part of the Barrhead Golf Course lease land, SW-18-59-3-5 at no cost to the Town of Barrhead.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of April 10, 2018, were reviewed:

- Barrhead Agricultural Society
- Barrhead Regional Landfill Committee
- Community Futures Yellowhead East
- CAO's verbal report

- 122-18 Moved by Cr. Kluin that the following Reports to Council as of April 10, 2018, be accepted as information:

- Barrhead Agricultural Society
- Barrhead Regional Landfill Committee
- Community Futures Yellowhead East
- CAO's verbal report

CARRIED UNANIMOUSLY

RECESSED

- 123-18 Moved by Cr. Penny to recess the Regular Meeting of Town Council at 6:44 p.m.

CARRIED UNANIMOUSLY

Deputy Mayor Assaf reconvened to the Annual General Meeting at 7:00 p.m.

RECONVENED

- 127-18 Moved by Cr. Smith to reconvene with the Regular Meeting of Town Council at 7:30 p.m. once the Annual General Meeting was adjourned.

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Regional Landfill Committee – March 28, 2018
- Barrhead Regional Fire Services Committee – March 27, 2018

- 128-18 Moved by Cr. Penny that the Minutes to Council be accepted as information.

CARRIED UNANIMOUSLY

**BYLAW 04-2018,
THE PROPERTY
TAX BYLAW**

Bylaw 04-2018, the Property Tax Bylaw, was reviewed.

- 129-18 Moved by Cr. Smith that Council give Bylaw 04-2018, the Property Tax Bylaw, first reading.

CARRIED UNANIMOUSLY

- 130-18 Moved by Cr. Kluin that Council give Bylaw 04-2018 the Property Tax Bylaw, second reading.

CARRIED UNANIMOUSLY

- 131-18 Moved by Cr. Klumph that Bylaw 04-2018, the Property Tax Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

- 132-18 Moved by Cr. Smith that Council give Bylaw 04-2018, the Property Tax Bylaw, third reading.

CARRIED UNANIMOUSLY

**INFORMATION
ITEMS**

The following information items were reviewed:

- Alberta Municipal Affairs – Municipal Sustainability Initiative (MSI) – 2017 Operating Allocation
- Workers' Compensation Board – April 28th – National Day of Mourning
- New Performance Measure for the Alberta Municipal Affairs Business Plan
- Emergency Management Act Consultation Process

133-18

Moved by Cr. Klumph that the information items be accepted as information.
CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

The Barrhead Midget Orioles Ball Team thanked Town Council for their support.

Cr. Penny commended Mayor McKenzie on his speech for the grand opening of the Barrhead Pregnancy Care Centre.

**IN-CAMERA – LAND UPDATE
FOIP ACT SECTION 24**

134-18

Moved by Cr. Smith that Council go in-camera at 7:37 p.m.
CARRIED UNANIMOUSLY

OUT-OF-CAMERA

135-18

Moved by Cr. Penny that Council come out-of-camera at 8:00 p.m.
CARRIED UNANIMOUSLY

ADJOURN

136-18

Moved by Cr. Smith that the Council Meeting be adjourned at 8:00 p.m.
CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Deputy Mayor, Ty Assaf

CAO, Martin Taylor

**MINUTES
ANNUAL GENERAL MEETING OF THE TOWN OF BARRHEAD
HELD TUESDAY, APRIL 10, 2018 AT 7:00 P.M.**

- PRESENT** Crs: T. Assaf, D. Kluin, R. Klumph, S. Oswald, L. Penny and D. Smith
- Officials: Martin Taylor, CAO, Kathy Vickery, Director of Corporate Services, Cheryl Callihoo, Director of Development & Legislative Services and Kat Hueggenberg, Communications Coordinator
- Others: Barry Kerton, Barrhead Leader and Mark Cappis, 97.9 The Range
- ABSENT** Mayor McKenzie
- CALL TO ORDER** Deputy Mayor Assaf called the meeting to order at 7:00 p.m.
- There were 7 members of the public present at the opening of the meeting.
- AGENDA** The agenda was reviewed.
- 124-18 Moved by Deputy Mayor Assaf that the agenda be accepted with the following amendment:
- Public Comments
- CARRIED UNANIMOUSLY**
- 2017 AUDITORS REPORT** The 2017 Auditor Report from Auditor, Wayne Ellerington, was reviewed.
- Mr. Ellerington provided a review of his report and discussed debt limits and financial ratios and answered questions from Council.
- EXITED** Deputy Mayor Assaf and Council thanked Mr. Ellerington for his presentation and he exited the Gallery at 7:08 p.m.
- 125-18 Moved by Cr. Klumph that Council accepts the 2017 Auditor Report as information
- CARRIED UNANIMOUSLY**
- PUBLIC COMMENTS**
- Members of the public were provided with the opportunity to ask questions of Council.
- Mrs. Glenda Martin inquired about Councillor salaries.
- Kathy Vickery, Director of Corporate Services, advised that because of the election and a new Council that the Council salaries were varied.
- Mrs. Irene Angus inquired as to why the Town does not recycle glass. She was advised that there is no market for recycled glass.
- Mr. Pepper Martin asked why the ditch to the south of his property was not mowed and that across the highway the Beaver Brook ditch is mowed by the Town. Administration will follow-up.
- Mr. Brian MacGillivray requested the Kraft sign be put back up at the Curling Rink.
- A question was asked as to how many lots were still available in Beaver Brook. The members of the public were advised that there are 37 lots for sale.
- Deputy Mayor Assaf and Council thanked everyone for attending the Annual General Meeting.
- ADJOURN**
- 126-18 Moved by Cr. Kluin that the Annual General Meeting be adjourned at 7:30 p.m.
- CARRIED UNANIMOUSLY**

TOWN OF BARRHEAD

Deputy Mayor, Ty Assaf

CAO, Martin Taylor



REQUEST FOR DECISION

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Barrhead Curling Rink Improvements

Summary

Barrhead Curling Rink Improvements

Overview

Recommendations

Recommendation #1

That Council accept the Barrhead Curling Rink letter as information.

Respectfully Submitted by:

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

Martin Taylor, CMC, CLGM
CAO

**Barrhead Curling Club
Box 4466
Barrhead AB
T7N 1A3**

RECEIVED
APR 19 2018

April 16, 2018

Barrhead Town Council
Box 4189 5014-50 Ave
Barrhead AB
T7N 1A2

Dear Council:

Many thanks to Mr. Shallon Touet for attending our last 3 executive meetings ,the last of which was Wednesday April 11,2018. At this meeting, Mr. Touet discussed some of the recommendations in the recently received engineering report on solutions to the roof issues at the Barrhead Curling Rink.

As we discussed at this meeting with Mr. Touet , please pass on our extreme concern to the engineers and contractors regarding having any sort of air being drawn into the building which would result in ice contraction and changing the humidity. This ,in the opinion of our ice technician, would render the curling ice unplayable. As well , by not proceeding with the internal fans, we would presume that would result in a significant savings to the Town. I know Mr. Touet echoed our concerns as well, as to not create a potential problem where none has existed for the previous 40 years.

Also ,please follow-up with the engineer on the proposed status of the passive fans(5?) already in place on the roof. Will airflow be short circuited once power fans are installed?

Lastly, thanks to Council for your approval for new LED lighting for the ice surface. It should make the ice surface more vibrant and offer some welcomed savings in power consumption. Please remind the contractor that consideration be given to the camera system currently in place when installing the new fixtures.

Please feel free to contact me should council require any further clarification or information on the concerns stated above.

Sincerely,



Grant Balen
President Barrhead Curling Club



REQUEST FOR DECISION

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Monthly Bank Statement

Summary

The Monthly Bank Statement for the month ended March 31, 2018.

Overview

Recommendations

Recommendation #1

That Council receive as information the Monthly Bank Statement for the month ended March 31, 2018.

Respectfully Submitted by:

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

Martin Taylor, CMC, CLGM
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED MARCH 31, 2018**

PER TOWN OF BARRHEAD:	ATB FINANCIAL	
	GENERAL ACCOUNT	TERM DEPOSITS
Net Balance - Previous Month	1,028,810.49	4,085,030.86
Receipts	401,819.04	
Direct Deposits	559,839.18	
Interest	6,551.82	
Loan Proceeds	0.00	
Transfers from/to Term Deposits	500,000.00	3,896.37
Cancelled Cheques	0.00	
SUBTOTAL	2,497,020.53	4,088,927.23
Disbursements	771,700.28	
Debentures/Interest	145,284.50	
School Requisition	339,657.68	
Transfers from/to General	3,896.37	500,000.00
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	1,236,481.70	3,588,927.23

PER BANK:		
Balance at end of month	1,106,104.68	3,588,927.23
Outstanding Deposits	193,571.71	
SUBTOTAL	1,299,676.39	3,588,927.23
Outstanding Cheques	63,194.69	
NET BALANCE AT END OF MONTH	1,236,481.70	3,588,927.23

TERM DEPOSIT SUMMARY
FOR MONTH ENDED MARCH 31, 2018

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Servus Credit Union	100,000.00	1.55%	January 10, 2018	90 day term deposit
Servus Credit Union	1,000,000.00	1.50%	March 15, 2018	30 day term deposit
Nova Scotia	100,000.00	1.63%	February 13, 2018	90 day term deposit
TD Canada Trust	100,000.00	0.95%	February 20, 2018	100 day term deposit
ATB Financial	750,000.00	1.55%	March 26, 2018	38 day term deposit
ATB Financial	500,000.00	1.55%	March 19, 2018	38 day term deposit
ATB Financial	1,000,000.00	1.55%	February 16, 2018	45 day term deposit
ATB Financial	<u>38,927.23</u>			Interest On Term Account
Total	<u>\$ 3,588,927.23</u>			



REQUEST FOR DECISION

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Summary Financial Statement to March 31, 2018

Summary

The Summary Financial Statement for the period ended March 31, 2018 is presented.

Overview

The Summary Financial Statement provides summarized details in two formats. In the operating section pages 1 to 4 provides detail, by department (Administration, Roads, Arena, etc.), with total operating revenues followed by total operating expenses.

Pages 5 and 6 of the operating report provides the same information but it is summarized by the various categories (taxes, grants, salaries, equipment maintenance, insurance, utilities).

Upon a review of the operating report at March 31st, many of the revenues are close to 25% and a large number of expenses are below the 25% mark. With the revenues, most of the grants have not been received yet. Transfers to and from reserves are done at the end of the year once the overall revenues and expenses and various project costs have been determined.

The Summary Balance Sheet and Summary Capital Revenues and Expenditures are also included for Council's information. The Capital Report is summarized similar to the Operating Report, with pages 1 to 3 providing details by department and page 4 providing details by category.

Overall the March 31, 2018, Financial Statement indicates that all departments are doing very well with the various budget items.

Recommendations

That Council approve the Summary Financial Statement for the period ended March 31, 2018.

Respectfully submitted by:

Martin Taylor, CMC, CLGM
CAO

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
OPERATING REVENUES				
TAXES	0.00	(6,670,210.00)	(6,670,210.00)	0.00
OTHER	(243,207.07)	(755,000.00)	(511,792.93)	32.21
COUNCIL	(126.00)	(1,200.00)	(1,074.00)	10.50
ADMINISTRATION	(42,918.75)	(79,506.00)	(36,587.25)	53.98
RCMP	(34,990.06)	(151,839.00)	(116,848.94)	23.04
FIRE	(195,913.24)	(845,434.00)	(649,520.76)	23.17
EMERGENCY RESPONSE CENTRE	(6,128.00)	(24,512.00)	(18,384.00)	25.00
TOWN FIRE	0.00	(3,000.00)	(3,000.00)	0.00
DISASTER SERVICES	0.00	(50.00)	(50.00)	0.00
BYLAW	(6,558.25)	(39,900.00)	(33,341.75)	16.44
COMMON SERVICES	(4,620.60)	(47,200.00)	(42,579.40)	9.79
ROADS	0.00	(125,947.00)	(125,947.00)	0.00
WATER	(466,915.38)	(2,444,580.00)	(1,977,664.62)	19.10
SEWER	(99,238.96)	(557,100.00)	(457,861.04)	17.81
TRADE WASTE	(67,654.88)	(304,538.00)	(236,883.12)	22.22
LANDFILL	(55,362.10)	(219,900.00)	(164,537.90)	25.18
RECYCLE	(4,866.90)	(193,262.00)	(188,395.10)	2.52
NEW LANDFILL	0.00	(4,000.00)	(4,000.00)	0.00
FAMILY & COMMUNITY SUPPORT SERVICES	(103,931.00)	(365,423.00)	(261,492.00)	28.44
CEMETERY	(3,600.00)	(5,600.00)	(2,000.00)	64.29
DEVELOPMENT	(1,780.00)	(9,300.00)	(7,520.00)	19.14
PLANNING	(100.00)	(1,450.00)	(1,350.00)	6.90
COMMUNITY DEVELOPMENT	0.00	(13,135.00)	(13,135.00)	0.00
SUBDIVISION	(113,178.69)	(180,000.00)	(66,821.31)	62.88
RECREATION ADMINISTRATION	0.00	(64,800.00)	(64,800.00)	0.00

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
ARENA	(90,744.06)	(368,961.00)	(278,216.94)	24.59
POOL	(106,268.23)	(554,600.00)	(448,331.77)	19.16
PARKS	0.00	(106,147.00)	(106,147.00)	0.00
SPORTSGROUND	0.00	0.00	0.00	N/A
ROTARY PARK	0.00	(23,000.00)	(23,000.00)	0.00
BOWLING ALLEY	0.00	(3,800.00)	(3,800.00)	0.00
CURLING RINK	0.00	(12,879.00)	(12,879.00)	0.00
WALKING TRAIL	0.00	(20,000.00)	(20,000.00)	0.00
TOURISM	0.00	(150.00)	(150.00)	0.00
TWINNING	0.00	(4,805.00)	(4,805.00)	0.00
GENERAL	0.00	0.00	0.00	N/A
TOTAL REVENUES	(1,648,102.17)	(14,201,228.00)	(12,553,125.83)	11.61
OPERATING EXPENDITURES				
MAYOR	11,011.73	39,972.00	28,960.27	27.55
COUNCIL	40,979.64	157,107.00	116,127.36	26.08
ADMINISTRATION	243,370.14	1,009,999.00	766,628.86	24.10
COMPUTER	26,421.76	89,000.00	62,578.24	29.69
RCMP	47,573.91	282,325.00	234,751.09	16.85
FIRE	176,790.95	955,434.00	778,643.05	18.50
EMERGENCY RESPONSE CENTRE	13,537.19	49,024.00	35,486.81	27.61
TOWN FIRE	75,966.00	362,510.00	286,544.00	20.96
DISASTER SERVICES	106.95	250.00	143.05	42.78
BYLAW	30,598.68	198,916.00	168,317.32	15.38
COMMON SERVICES	103,251.40	816,113.00	712,861.60	12.65
ROADS	153,332.47	2,067,171.00	1,913,838.53	7.42

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
AIRPORT	0.00	23,766.00	23,766.00	0.00
STORM SEWER	2,832.63	157,776.00	154,943.37	1.80
WATER	256,934.45	2,139,227.00	1,882,292.55	12.01
WATER (BRWC)	161,037.29	610,853.00	449,815.71	26.36
SEWER	37,518.19	859,100.00	821,581.81	4.37
TRADE WASTE	50,372.03	319,538.00	269,165.97	15.76
LANDFILL	26,053.40	248,400.00	222,346.60	10.49
RECYCLE	47,536.71	225,270.00	177,733.29	21.10
NEW LANDFILL	0.00	34,425.00	34,425.00	0.00
FAMILY & COMMUNITY SUPPORT SERVICES	103,855.75	430,423.00	326,567.25	24.13
CEMETERY	0.00	20,894.00	20,894.00	0.00
DEVELOPMENT	23,501.34	139,917.00	116,415.66	16.80
PLANNING	100.00	1,250.00	1,150.00	8.00
COMMUNITY DEVELOPMENT	28,693.52	158,445.00	129,751.48	18.11
SUBDIVISION	0.00	0.00	0.00	N/A
RECREATION ADMINISTRATION	56,514.29	328,369.00	271,854.71	17.21
ARENA	171,145.57	800,899.00	629,753.43	21.37
POOL	365,147.32	1,569,836.00	1,204,688.68	23.26
PARKS	21,277.38	413,644.00	392,366.62	5.14
SPORTSGROUND	9,044.99	100,684.00	91,639.01	8.98
ROTARY PARK	1,163.18	43,200.00	42,036.82	2.69
BOWLING ALLEY	3,791.27	41,300.00	37,508.73	9.18
CURLING RINK	18,244.89	47,672.00	29,427.11	38.27
WALKING TRAIL	331.49	59,677.00	59,345.51	0.56
MUSEUM	0.00	3,700.00	3,700.00	0.00
TOURISM	5,655.18	102,286.00	96,630.82	5.53

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
TWINNING	2,369.66	9,610.00	7,240.34	24.66
LIBRARY	29,607.80	105,756.00	76,148.20	28.00
REQUISITION	339,657.68	1,489,411.00	1,149,753.32	22.80
GENERAL	3,251.73	167,752.00	164,500.27	1.94
TOTAL EXPENDITURES	2,688,578.56	16,680,901.00	13,992,322.44	16.12
LESS TANGIBLE CAPITAL ASSETS	0.00	2,497,100.00	2,497,100.00	0.00
NET OPERATING EXPENDITURES	2,688,578.56	14,183,801.00	11,495,222.44	18.96
 CURRENT YEAR (SURPLUS) DEFICIT	 1,040,476.39	 (17,427.00)	 (1,057,903.39)	 (5,970.48)

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
OPERATING REVENUES BY CATEGORY				
TOTAL TAXES	0.00	(6,670,210.00)	(6,670,210.00)	0.00
SALES OF GOODS & SERVICES, FEES, COMMISS.	(868,988.12)	(4,182,853.00)	(3,313,864.88)	20.78
FRANCHISE FEES, RENTALS, LICENSES, PERMITS	(449,364.25)	(1,408,826.00)	(959,461.75)	31.90
LOCAL GOV'T - TOWN, COUNTY, WOODLANDS	(238,318.80)	(1,345,587.00)	(1,107,268.20)	17.71
REVENUE FROM CAPITAL RESERVES	0.00	0.00	0.00	N/A
PROVINCIAL GRANTS	(91,431.00)	(482,117.00)	(390,686.00)	18.96
FEDERAL GRANTS	0.00	(10,800.00)	(10,800.00)	0.00
REVENUE FROM OPERATING RESERVES	0.00	(100,835.00)	(100,835.00)	0.00
UNDERLEVIES	0.00	0.00	0.00	N/A
NET GAIN/LOSS DISPOSALS	0.00	0.00	0.00	N/A
TOTAL REVENUES	(1,648,102.17)	(14,201,228.00)	(12,553,125.83)	11.61
OPERATING EXPENDITURES BY CATEGORY				
SALARIES	721,646.65	3,482,485.00	2,760,838.35	20.72
EMPLOYER SHARE CPP, EI, BENEFITS, LAPP, WCB	161,112.03	795,124.00	634,011.97	20.26
TRAINING & DEVELOPMENT	29,466.99	106,855.00	77,388.01	27.58
COUNCIL FEES & PER DIEMS	41,514.00	147,920.00	106,406.00	28.07
FIRE FEES & GUARDIANS	18,879.39	166,000.00	147,120.61	11.37
TRAVEL & SUB, POSTAGE, PHONE, ADVERTISING	83,467.27	328,355.00	244,887.73	25.42
LEGAL, ENGINEERING, WATER COMM, ASSESSOR, AUDIT	229,656.02	1,431,906.00	1,202,249.98	16.04
BUILDING MAINT, GENERAL MAINT, BEAUTIFICATION	32,559.60	662,380.00	629,820.40	4.92
EQUIPMENT MAINTENANCE	48,104.39	257,900.00	209,795.61	18.65
VEHICLE MAINTENANCE	18,164.80	133,850.00	115,685.20	13.57
COMPUTER SUPPORT, CUSTODIAL, CONTRACTED SERV.	35,994.44	165,758.00	129,763.56	21.72
INSURANCE	216,832.94	249,650.00	32,817.06	86.85

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - OPERATING

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
ENHANCED POLICE, LAND TITLES	39,183.00	158,375.00	119,192.00	24.74
MATERIALS & SUPPLIES, FUEL, GRAVEL, ASPHALT	91,948.94	826,260.00	734,311.06	11.13
CHEMICALS	39,823.97	165,200.00	125,376.03	24.11
UTILITIES	180,497.17	855,615.00	675,117.83	21.10
COMPUTER PURCH. PROG., RENTALS	0.00	7,000.00	7,000.00	0.00
LANDFILL CLOSURE/POST CLOSURE	0.00	30,425.00	30,425.00	0.00
CONTRIB. TO REGIONAL FIRE, AIRPORT, FCSS, LIBRARY	209,429.55	887,055.00	677,625.45	23.61
CONTRIB. TO CAPITAL	0.00	1,488,206.00	1,488,206.00	0.00
GRANTS TO ORGANIZATIONS	1,500.00	26,700.00	25,200.00	5.62
DEBENTURE PAYMENTS, BANK CHARGES	145,888.00	292,569.00	146,681.00	49.86
WRITEOFFS	0.00	4,500.00	4,500.00	0.00
REQUISITIONS	339,657.68	1,489,411.00	1,149,753.32	22.80
UNDERLEVIES PREVIOUS YEAR	3,251.73	3,252.00	0.27	99.99
ADD TO OPERATING RESERVE	0.00	21,050.00	21,050.00	0.00
TANGIBLE CAPITAL ASSETS	0.00	2,497,100.00	2,497,100.00	0.00
TOTAL EXPENDITURES	2,688,578.56	16,680,901.00	13,992,322.44	16.12
LESS TANGIBLE CAPITAL ASSETS	0.00	2,497,100.00	2,497,100.00	0.00
NET OPERATING EXPENDITURES	2,688,578.56	14,183,801.00	11,495,222.44	18.96
 CURRENT YEAR (SURPLUS) DEFICIT	 1,040,476.39	 (17,427.00)	 (1,057,903.39)	 (5,970.48)

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - BALANCE SHEET

From Jan. 1, 2018 to Mar. 31, 2018

	<u>YTD</u>
BALANCE SHEET - ASSETS	
CASH	
3-01-01-111-00 Cash - On Hand (Floats)	700.00
3-01-01-112-00 Cash - On Hand (Petty Cash)	600.00
3-01-01-121-00 Cash - Alberta Treasury Branch General	1,233,752.07
3-01-01-122-00 Cash - Alberta Treasury Branch Savings	0.00
Total for CASH	1,235,052.07
RECEIVABLES	
3-02-01-211-00 A/R - Taxes Receivable Arrears	99,370.63
3-02-01-212-00 A/R - Taxes Receivable Current	(383,977.52)
3-02-01-260-00 A/R - GST 57.14% Rebate Control	0.00
3-02-01-261-00 A/R - GST Claims Receivable	18,512.75
3-02-01-262-00 A/R - GST 100% Input Tax Credit	0.00
3-02-01-263-00 A/R - GST 76.43% Input Tax Credit	0.00
3-02-01-264-00 A/R - GST 42.86% Rebate	0.00
3-02-01-265-00 A/R - GST 23.57% Input Rebate	0.00
Total for RECEIVABLES	(266,094.14)
ADMINISTRATION TCA/ACCUM. AMORT.	593,189.10
RCMP TCA/ACCUM. AMORT.	366,465.14
FIRE TCA/ACCUM. AMORT.	2,020,440.93
BYLAW TCA/ACCUM. AMORT.	29,474.41
COMMON SERVICES TCA/ACCUM. AMORT.	3,379,223.62
ROADS TCA/ACCUM. AMORT.	16,949,839.87
AIRPORT TCA/ACCUM. AMORT.	108,977.61
STORM SEWER TCA/ACCUM. AMORT.	1,532,502.23
WATER	
3-41-01-274-00 Water - Accounts Receivable (Bill)	(765.32)

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - BALANCE SHEET

From Jan. 1, 2018 to Mar. 31, 2018

	<u>YTD</u>
3-41-01-274-01 Water - Receivables (Finalled)	0.00
Total for WATER	(765.32)
WATER TCA/ACCUM. AMORT.	6,948,343.02
SEWER TCA/ACCUM. AMORT.	5,911,293.37
TRADE WASTE TCA/ACCUM. AMORT.	197,267.00
LANDFILL TCA/ACCUM. AMORT.	781,108.79
RECYCLE TCA/ACCUM. AMORT.	203,675.00
CEMETERY TCA/ACCUM. AMORT.	44,920.00
SUBDIVISION TCA/ACCUM. AMORT.	2,435,781.72
RECREATION TCA/ACCUM. AMORT.	20,340,060.06
SPORTSGROUND TCA/ACCUM. AMORT.	247,261.11
ROTARY PARK TCA/ACCUM. AMORT.	14,589.40
BOWLING TCA/ACCUM. AMORT.	131,442.00
CURLING RINK TCA/ACCUM. AMORT.	165,081.20
WALKING TRAIL TCA/ACCUM. AMORT.	177,034.39
MUSEUM TCA/ACCUM. AMORT.	38,251.00
GAS	32,519.95
CONTINGENCY	0.00
GENERAL	
3-98-01-271-00 A/R - Trade	241,233.89
3-98-01-271-01 A/R - A/R Trade Not Invoiced	407,189.16
3-98-01-272-00 NSF/Postdated Clearing	0.00
3-98-01-273-00 A/R - Business License 2018	7,350.00
3-98-01-276-00 A/R - Parks & Rec	22,656.48
3-98-01-280-00 A/R - Accrued Receivables	0.00
3-98-01-320-00 Term Deposits	3,588,927.23
3-98-01-345-00 Alberta Municipal Financing Corporation	30.00

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - BALANCE SHEET

From Jan. 1, 2018 to Mar. 31, 2018

	<u>YTD</u>
3-98-01-412-00 Prepaid Insurance	0.00
3-98-01-415-00 Prepaid Expense	2,259.33
Total for GENERAL	4,269,646.09
TOTAL ASSETS	67,886,579.62
 LIABILITIES - BALANCE SHEET	
CLEARING ACCOUNTS	25,821.58
PREPAID TAXES	0.00
ACCOUNTS PAYABLE - GST	0.00
ADMINISTRATION RESERVES OR DEFERRED REVENUE	(56,299.86)
EQUITY	(57,721,524.62)
SURPLUS	(322,442.49)
RCMP RESERVES OR DEFERRED REVENUE	0.00
FIRE RESERVES OR DEFERRED REVENUE	(100,962.06)
BYLAW RESERVES OR DEFERRED REVENUE	(1,909.20)
COMMON SERVICES RESERVES OR DEFERRED REVENUE	(641,897.74)
ROADS RESERVES OR DEFERRED REVENUE	(440,735.16)
AIRPORT RESERVES OR DEFERRED REVENUE	(12,540.39)
STORM SEWER RESERVES OR DEFERRED REVENUE	(41,000.00)
WATER RESERVES OR DEFERRED REVENUE	(1,120,199.28)
SEWER RESERVES OR DEFERRED REVENUE	(1,737,568.78)
TRADE WASTE RESERVES OR DEFERRED REVENUE	(254,710.10)
LANDFILL RESERVES OR DEFERRED REVENUE	(282,822.15)
RECYCLE RESERVES OR DEFERRED REVENUE	(27,901.58)
CEMETERY RESERVES OR DEFERRED REVENUE	(34,485.13)
DEVELOPMENT RESERVES OR DEFERRED REVENUE	(4,000.00)
COMMUNITY DEVELOPMENT RESERVES OR DEFERRED REVENUE	(8,834.72)

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - BALANCE SHEET

From Jan. 1, 2018 to Mar. 31, 2018

	<u>YTD</u>
SUBDIVISION RESERVES OR DEFERRED REVENUE	(134,358.10)
FAMILY CARE CENTRE RESERVES OR DEFERRED REVENUE	(61,894.08)
RECREATION RESERVES OR DEFERRED REVENUE	(771,898.07)
ROTARY PARK RESERVES OR DEFERRED REVENUE	(4,000.00)
BOWLING ALLEY RESERVES OR DEFERRED REVENUE	(5,000.00)
CURLING RESERVES OR DEFERRED REVENUE	(90,079.00)
WALKING TRAIL RESERVES OR DEFERRED REVENUE	(46,765.14)
TOURISM RESERVES OR DEFERRED REVENUE	(16,000.00)
CONTINGENCY	(356,978.07)
GENERAL	(4,204.95)
AQUATIC CENTRE DEBENTURE PAYABLE	(4,797,461.78)
TOTAL - LIABILITIES	(69,072,650.87)

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - CAPITAL

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
CAPITAL REVENUES				
ADMINISTRATION CAPITAL	0.00	(100,000.00)	(100,000.00)	0.00
RCMP CAPITAL	0.00	(130,000.00)	(130,000.00)	0.00
FIRE CAPITAL	0.00	(66,800.00)	(66,800.00)	0.00
EMERGENCY RESPONSE CENTRE CAPITAL	0.00	(10,000.00)	(10,000.00)	0.00
BYLAW ENFORCEMENT	0.00	(68,000.00)	(68,000.00)	0.00
COMMON SERVICES CAPITAL	0.00	(364,619.00)	(364,619.00)	0.00
ROADS CAPITAL	0.00	(1,900,355.00)	(1,900,355.00)	0.00
AIRPORT CAPITAL	0.00	(12,500.00)	(12,500.00)	0.00
STORM SEWER CAPITAL	0.00	(354,600.00)	(354,600.00)	0.00
WATER CAPITAL	0.00	(1,316,161.00)	(1,316,161.00)	0.00
SEWER CAPITAL	0.00	(2,638,946.00)	(2,638,946.00)	0.00
TRADE WASTE CAPITAL	0.00	(642,618.00)	(642,618.00)	0.00
LANDFILL CAPITAL	0.00	(22,200.00)	(22,200.00)	0.00
RECYCLE CAPITAL	0.00	0.00	0.00	N/A
NEW LANDFILL CAPITAL	0.00	(4,000.00)	(4,000.00)	0.00
DEVELOPMENT CAPITAL	0.00	0.00	0.00	N/A
SUBDIVISION CAPITAL	0.00	0.00	0.00	N/A
RECREATION ADMINISTRATION CAPITAL	0.00	0.00	0.00	N/A
ARENA CAPITAL	0.00	(306,250.00)	(306,250.00)	0.00
POOL CAPITAL	(10,000.00)	(140,411.00)	(130,411.00)	7.12
PARKS CAPITAL	0.00	(19,700.00)	(19,700.00)	0.00
SPORTSGROUND CAPITAL	0.00	(21,800.00)	(21,800.00)	0.00
ROTARY PARK CAPITAL	0.00	(29,200.00)	(29,200.00)	0.00
BOWLING ALLEY CAPITAL	0.00	(25,000.00)	(25,000.00)	0.00
CURLING RINK CAPITAL	(10,710.00)	(77,710.00)	(67,000.00)	13.78

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - CAPITAL

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
WALKING TRAIL CAPITAL	0.00	0.00	0.00	N/A
OFFSITE CAPITAL	0.00	(13,141.00)	(13,141.00)	0.00
CONTINGENCY CAPITAL	0.00	(187,500.00)	(187,500.00)	0.00
TOTAL CAPITAL REVENUE	(20,710.00)	(8,451,511.00)	(8,430,801.00)	0.25
 CAPITAL EXPENDITURES				
ADMINISTRATION CAPITAL	0.00	100,000.00	100,000.00	0.00
RCMP CAPITAL	0.00	130,000.00	130,000.00	0.00
FIRE CAPITAL	0.00	66,800.00	66,800.00	0.00
EMERGENCY RESPONSE CENTRE CAPITAL	0.00	10,000.00	10,000.00	0.00
BYLAW ENFORCEMENT	0.00	68,000.00	68,000.00	0.00
COMMON SERVICES CAPITAL	0.00	364,619.00	364,619.00	0.00
ROADS CAPITAL	28,066.78	1,900,355.00	1,872,288.22	1.48
AIRPORT CAPITAL	0.00	12,500.00	12,500.00	0.00
STORM SEWER CAPITAL	0.00	354,600.00	354,600.00	0.00
WATER CAPITAL	19,000.00	1,316,161.00	1,297,161.00	1.44
SEWER CAPITAL	0.00	2,638,946.00	2,638,946.00	0.00
TRADE WASTE CAPITAL	0.00	642,618.00	642,618.00	0.00
LANDFILL CAPITAL	7,200.00	22,200.00	15,000.00	32.43
RECYCLE CAPITAL	0.00	0.00	0.00	N/A
NEW LANDFILL CAPITAL	0.00	4,000.00	4,000.00	0.00
DEVELOPMENT CAPITAL	0.00	0.00	0.00	N/A
SUBDIVISION CAPITAL	0.00	0.00	0.00	N/A
RECREATION ADMINISTRATION CAPITAL	0.00	0.00	0.00	N/A
ARENA CAPITAL	54,627.28	306,250.00	251,622.72	17.84
POOL CAPITAL	57,410.80	140,411.00	83,000.20	40.89

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - CAPITAL

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
PARKS CAPITAL	0.00	19,700.00	19,700.00	0.00
SPORTSGROUND CAPITAL	0.00	21,800.00	21,800.00	0.00
ROTARY PARK CAPITAL	0.00	29,200.00	29,200.00	0.00
BOWLING ALLEY CAPITAL	0.00	25,000.00	25,000.00	0.00
CURLING RINK CAPITAL	0.00	77,710.00	77,710.00	0.00
WALKING TRAIL CAPITAL	0.00	0.00	0.00	N/A
OFFSITE CAPITAL	0.00	13,141.00	13,141.00	0.00
CONTINGENCY CAPITAL	0.00	187,500.00	187,500.00	0.00
TOTAL CAPITAL EXPENDITURES	166,304.86	8,451,511.00	8,285,206.14	1.97

2018 Town of Barrhead

SUMMARY FINANCIAL STATEMENT - CAPITAL

From Jan. 1, 2018 to Mar. 31, 2018

	YTD	Budget	YTD Variance Left	YTD Variance Used (%)
CAPITAL REVENUE BY CATEGORY				
DEBENTURE FUNDS	0.00	0.00	0.00	N/A
RETURN ON INVEST/REV. FR. OWN SOURCE	(20,710.00)	(324,206.00)	(303,496.00)	6.39
SALE OF FIXED ASSET	0.00	0.00	0.00	N/A
FEDERAL GRANTS	0.00	(720,119.00)	(720,119.00)	0.00
PROVINCIAL GRANTS	0.00	(2,994,099.00)	(2,994,099.00)	0.00
COUNTY/OTHER MUNICIPAL CONTRIBUTIONS	0.00	(34,500.00)	(34,500.00)	0.00
FROM CAPITAL RESERVES	0.00	(2,494,781.00)	(2,494,781.00)	0.00
FROM OPERATING FUNCTION	0.00	(1,488,206.00)	(1,488,206.00)	0.00
FROM OTHER CAPITAL FUNCTION	0.00	(385,600.00)	(385,600.00)	0.00
DEVELOPERS LEVY PAYMENTS	0.00	(10,000.00)	(10,000.00)	0.00
TOTAL CAPITAL REVENUE	(20,710.00)	(8,451,511.00)	(8,430,801.00)	0.25
CAPITAL EXPENDITURES BY CATEGORY				
ENGINEERING STRUCTURES	47,066.78	5,106,838.00	5,059,771.22	0.92
BUILDING ADDITIONS	7,200.00	250,200.00	243,000.00	2.88
EQUIPMENT ADDITIONS	112,038.08	881,961.00	769,922.92	12.70
LAND ADDITIONS	0.00	0.00	0.00	N/A
LAND IMPROVEMENT ADDITIONS	0.00	5,200.00	5,200.00	0.00
VEHICLE ADDITIONS	0.00	661,000.00	661,000.00	0.00
CONTRIBUTIONS TO OPERATING FUNCTION	0.00	0.00	0.00	N/A
TO OTHER CAPITAL FUNCTIONS	0.00	385,600.00	385,600.00	0.00
ADD TO CAPITAL RESERVES	0.00	1,160,712.00	1,160,712.00	0.00
TO OTHER ORGANIZATIONS	0.00	0.00	0.00	N/A
PROCEEDS TO GAIN/LOSS DISPOSAL	0.00	0.00	0.00	N/A
TOTAL CAPITAL EXPENDITURES	166,304.86	8,451,511.00	8,285,206.14	1.97



REQUEST FOR DECISION

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Agrena Donation Request

Summary

Agrena Donation Request

Overview

The Barrhead Glass Breakers Hockey Club are hosting a ball hockey fundraising tournament for the Humboldt Broncos on the weekend of April 28, 2018, and are asking Council to donate the use of the Agrena for this event.

Recommendations

Recommendation #1

1. That Council grant the request to donate the use of the Agrena to the Barrhead Glass Breakers Hockey Club on the weekend of April 28, 2018, for a ball hockey fundraising tournament for the Humboldt Broncos.

OR

2. That Council not approve the request to donate the use of the Agrena to the Barrhead Glass Breakers Hockey Club on the weekend of April 28, 2018.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM
CAO

Cheryl Callihoo

From: Shallon Touet
Sent: Thursday, April 19, 2018 11:44 AM
To: Martin Taylor; Kathy Vickery; Cheryl Callihoo
Subject: FW: Ball hockey fundraiser

Could this be printed and added to the next council meeting? Should Todd or a representative attend the next meeting?

Thank you,
Shallon Touet
Director of Parks and Recreation
Town of Barrhead, Alberta
P 1-780-674-2532 ext. 3
F 1-780-674-2554
C 1-780-284-3843
E stouet@barrhead.ca

Barrhead... A Quality Community...With A Quality Lifestyle www.barrhead.ca

-----Original Message-----

From: Todd Zwicker [<mailto:toddventures@icloud.com>]
Sent: April 19, 2018 8:39 AM
To: Shallon Touet
Subject: Ball hockey fundraiser

Ladies and gentleman of council. I am writing this letter on behalf of the Barrhead Breakers hockey club. We as a team, are hosting a ball hockey tournament at the barrhead agrena on the weekend of April 28.

In light of the tragedy that happened in Saskatchewan, the team felt compelled to make so sort of monetary donation. We decided to host this ball hockey tournament to raise funds and donate all money's raised to the Humboldt Broncos team fund. We are asking council today to donate the use of the agrena for this event. With donation of the facility this will help keep overhead for this event very low, which will allow for a much larger donation. The town of barrhead will be acknowledged for such a donation and be greatly appreciated to help make this event a huge success. We think this event will attract lots of attention and be very good for barrhead and surrounding area. We accept and respect any decisions that you make today. Thank you

Todd Zwicker
Glass Breakers hockey club
Sent from my iPhone



REQUEST FOR DECISION

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Seniors Drop-In Centre Land Improvement

Summary

Seniors Drop-In Centre Land Improvement

Overview

The Barrhead and District Senior Citizens Society is requesting the Town of Barrhead to address the unpaved area in front of the south side door of the Seniors Drop-In Centre.

Recommendations

Recommendation #1

That Council instruct Administration to have Public Works assess the unpaved area in front of the south side door at the Seniors Drop-In Centre and bring a report back to the CAO.

Respectfully Submitted by:

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

Martin Taylor, CMC, CLGM
CAO

BARRHEAD AND DISTRICT SENIOR CITIZENS SOCIETY

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

April 14, 2018

Councillor Shelley Oswald
Town of Barrhead
5014—50 Avenue
Barrhead AB
T7N 1A2

Dear Councillor Oswald:

Thank you for taking the time recently to listen to my concern.

We discussed the situation at the Barrhead Seniors Drop-In Centre. An unpaved area near the entrance to the South Annex and by the north entrance to the Splash Park, becomes muddy and unusable during the year. Please see illustration.

Mud, dirt and other debris are often tracked into our building due to the unfinished state of the ground. These in turn affect our interior flooring and increase the janitorial work needed to maintain our building.



The Barrhead and District Senior Citizens Society requests that Barrhead Town Council address this concern. That will allow Barrhead residents to freely use this area without impacting the floor of the South Annex of the Drop-In Centre.

Sincerely,

Eldon Krikke, President

cc: Sharan Setterington, Secretary



**COUNCIL REPORTS
AS OF APRIL 24, 2018**

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



BARRHEAD PARKS AND RECREATION DEPARTMENT

MONTHLY REPORT

DATE: April 16, 2018

Last Month:

Attended minor hockey executive meeting, curling club meeting, agricultural meeting, chamber of commerce executive meeting as well as Community in Bloom meeting.

Works in Progress:

Summer maintenance in the arena has begun.

Outdoor arena, parks maintenance is slowly beginning.

Installed a new door on the minor ball storage unit, as it was destroyed during a break in.

Getting capital projects lined up.

Budget:

On track.

Outstanding:

Waiting for the new evaporative condenser to show up and be installed.

Working with Alberta Health and Safety on the last of the audit items.

Working with curling club on the installation of ventilation for both the attic and playing surface.

Next Month Objectives:


Farmers market to start May 5.

Upcoming Special Events:

Twoonie swim to be held on Friday April 20.

Respectfully,

Shallon Touet,
Director of Parks and Recreation


Martin Taylor, CLGM
Chief Administrative Officer

**Barrhead & District Family & Community
Support Services Society
Regular Board Meeting March 15, 2018– 9:30 a.m.
Barrhead FCSS Building**

APPROVED
APRIL 19/18

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

Present:

Randy Hindy, Chairperson
John Szwec, Secretary/Treasurer
Shelly Dewsnap, Executive Director
Carol Lee, Recording Secretary
Jane Wakeford – Vice Chair
Marsha Smith
Sharen Veenstra
Ron Kleinfeldt
Bill Lane

Leslie Penny
Dausen Kluin
Vicki Kremp

Absent:

1) Call to Order

The regular meeting of the Barrhead & District Family & Community Support Services Society was called to order at 9:30 a.m. by Randy Hindy

2) Acceptance of Agenda – Additions/Deletions

15-18 Moved by Bill Lane to accept the Agenda as presented. Motion seconded by Ron Kleinfeldt.

Carried

3) Items for Approval

a) Minutes of the regular Board meeting of the Barrhead & District FCSS, February 15, 2018.

16-18 Moved by Marsha Smith to accept the minutes of the Regular Board meeting of February 15, 2018, seconded by Jane Wakeford.

Carried

b) Financial Statements

17-18 Moved by Ron Kleinfeldt to accept the General Account, Community Account and Casino Account Financial Statements for the period ending February 28, 2018, as presented. The motion was seconded by Dausen Kluin.

Carried

4) Staff Presentation: Trudy Gammel/Danielle Novikoff –Family School Liaison

Danielle – Goes to Barrhead Elementary, Neerlandia Public and Fort Assiniboine schools. Fort Assiniboine: mostly does in class and individual sessions with kids. Danielle will be doing a presentation with Kindergarten kids for ½ hour once a week working on building empathy and social skills. BES: holds one on one sessions with individual students and helps them learn coping skills for anxiety and anger. Neerlandia: The students she works with are dealing mostly with divorce and changes in the family system, does some in class and individual support.

Trudy – Works mainly with junior and high school students. Finds it exciting, busy and challenging. Mental health issues are the main issue, some students have self-

diagnosis, they are sad so must be depressed, really they need support. Alberta Mental Health is looking at getting into the school curriculum one day which would be a big help. Dunstable: running a course at noon once a week for girls, 'fearlessly kind' is the theme, which will focus on helping young girls transition into young womanhood without the cattiness that often goes with it.

The Board thanked the ladies for their presentation, dedication and hard work to the Family School Liaison position.

5) New Business

a) Auditor Presentation – Blaine Clarahan

Mr. Clarahan thanked FCSS administration and staff for their cooperation during the audit. Mr. Clarahan went through the audit with the board and answered any questions they had.

b) Organizational Chart –

18-18 Leslie Penny moved to have Shelly Dewsnap restructure the Organizational Chart. Motion seconded by John Szwec.

Carried

6) Old Business

a)

7) Items for Information

a) Director's Report

b) Staff Reports

c) 2017 FACT Sheet

19-18 Bill Lane moved to accept the reports for information, seconded by John Szwec.

Carried

8) Board Development

a) North East Zone Spring Gathering, April 27 – 28 in Westlock

Leslie Penny, Randy Hindy and Shelly Dewsnap will attend. If anyone else is interested in attending, please let the office know by March 23.

9) Next Meeting

Regular Meeting: April 19, 2018 AGM to follow

10) Adjournment

20-18 Motion to adjourn the meeting at 11:10 a.m. was made by Jane Wakeford and seconded by Ron Kleinfeldt.

Carried

**Barrhead & District Family & Community Support Services Society Regular
Board Meeting of March 15, 2018.**



Chairperson



Recording Secretary

APPROVED
APRIL 19/18

**Barrhead & District Family & Community
 Support Services Society
 Annual General Meeting - April 20, 2017 - Barrhead Parent Link Centre**

Attending: Dan Garvey Roy Ulmer
 Ron Kleinfeldt Leslie Penny
 Bill Lane Vicki Kremp
 Randy Hindy
 Shelly Dewsnap, Executive Director
 Carol Lee, Recording Secretary
 John Szvec

Missing: Mary Nikkel, Jane Wakeford, Sharen Veenstra

Guests: Blaine Clarahan, Betty Johnson

Staff: Deb White, Lorraine Lovelock, Cheri Jantz, Ros Rudd and Rod Klumph

Call to Order:

- 1) The meeting was called to order by Chairperson Dan Garvey at 10:47 a.m..

2) **Establishment of Membership & Quorum**

Chairperson Dan Garvey declared that a quorum was established. There were 15 paid members to this point.

3) **Additions/Deletions and Acceptance of Agenda**

1- 17 AGM Moved by Roy Ulmer that the Agenda for the Annual
 Agenda General Meeting be accepted as presented.
 Acceptance Seconded by Bill Lane.

Carried

4) **Acceptance of Minutes of the Annual General Meeting
 of April 16, 2015**

2-17 AGM Moved by Ron Kleinfeldt that the Minutes of the Annual
 Minutes of General Meeting of April 21, 2016 be accepted
 2016 Seconded by Leslie Penny.

Carried

5) **Election of New Board Members**

Chairperson Dan Garvey, introduced Randy Hindy Chair of the Nomination Committee, and asked that he give the Nomination Committee's report and recommendations.

Randy Hindy advised that our Board consists of 12 members with 2 representatives each from the County and Town Councils. Currently we have 2 vacancies to fill.

- 3-17 AGM Moved by Randy Hindy that board nominee, Marsha Smith, be elected to the FCSS Board.
Seconded by Roy Ulmer
- Carried

Board Chair Dan Garvey has completed his 3rd term on the FCSS Board along with Betty Johnson also completed 3 terms and stepped down earlier from the Board.

- 4-17 AGM Moved by Randy Hindy to close the floor for nominations.
Seconded by Bill Lane.
- Carried

ANNUAL REPORTS

Copies of the written Annual Reports were circulated prior to the meeting. The reports were reviewed and expanded on during the meeting.

- 6) **Consideration of Chairperson's Report - Dan Garvey, Chairperson**
5-17 AGM Moved by Randy Hindy to accept the Chairperson's Report as presented.
Seconded by Roy Ulmer
- Carried

Dan Garvey thanked the Board and Staff for the opportunity to work with FCSS for these past 9 years. The Board thanked Dan for his years of dedicated service with a round of applause. Shelly Dewsnap presented Dan with an appreciation gift from Board and Staff.

Shelly Dewsnap also presented Betty Johnson with a gift of appreciation from the Board and Staff. The Board thanked Betty for her years of dedicated service with a round of applause.

- 7) **Acceptance of Staff Reports**
6-17 AGM Moved by Roy Ulmer to accept the Staff Reports as presented.
Seconded by Bill Lane

Carried

Shelly Dewsnap applauded staff for continuing to do good work with the magnitude of clients and programs they deal with on a regular basis.

- 8) **Board Committee Reports**
a) **Financial Audit Report - Randy Hindy**
Annual Financial Audit

Blaine Clarahan, Auditor was introduced by Randy Hindy and given the floor at 11:05 a.m..

The meeting continued with review of the individual financial audited statements by Blaine Clarahan for the year 2016.

7-17 AGM
Acceptance
Of Audit

Moved by Ron Kleinfeldt to accept the General Financial audit
and Community Financial audit for the year 2016 as presented.
Seconded by Bill Lane

Carried

b) Personnel Committee – Mary Nikkel, Chairperson

Mary Nikkel was absence, report submitted by committee member Vicki
Kremp

8-17 AGM

Moved by Roy Ulmer to accept the Personnel Committee report as
presented.
Seconded by Randy Hindy

Carried

c) Policy & Procedures Committee – Leslie Penny, Chairperson

9-17 AGM

Moved by Leslie Penny to adopt the By-law changes as noted in written
annual report.
Seconded by Bill Lane

Carried

The goal of this committee is to bring into alignment Policy, Procedures
and Practice statements. Leslie thanked Dan Garvey for his guidance
over the years.

9)

Appointment of Auditor for next year

10-17 AGM

Moved by Randy Hindy to appoint Blaine Clarahan to do the 2017 Annual
Audit. Blaine Clarahan accepted.
Seconded by Bill Lane

Carried

10)

Adjournment

11-17 AGM

Moved by Ron Kleinfeldt to adjourned the Annual General Meeting for
2017 at 11:36 a.m.
Seconded by Randy Hindy.

Carried

**Barrhead & District Family & Community Support Services Society
Annual General Board Meeting of April 20, 2017**



Chairperson



Recording Secretary

GM Minutes 2017/Board File/AGM2017 folder

**BARRHEAD REGIONAL FIRE SERVICES COMMITTEE
MEETING HELD WEDNESDAY, APRIL 18, 2018
IN THE EMERGENCY RESPONSE CENTRE**

These minutes are
unofficial until approved
by the Committee.

PRESENT Crs.: Ty Assaf, Don Smith, Darrell Troock, Marvin Schatz, Town Member
at Large Les Goertz, County Member at Large Charles Clow

OTHERS Town Director of Corporate Services, County Manager Debbie Oyarzun,
Fire Chief John Whittaker, Deputy Fire Chief Gary Hove

ABSENT

**CALL TO
ORDER** Chairperson Don Smith called the meeting to order at 12:13 p.m.

AGENDA The agenda was reviewed.

006-18 Moved by Cr. Troock that the Agenda be accepted as presented.
CARRIED UNANIMOUSLY

FIRE MINUTES Minutes of the Barrhead Fire Services Committee meeting held March 27,
2018, were presented.

007-18 Moved by Cr. Assaf that the Minutes of the Barrhead Fire Services
Committee meeting held March 27, 2018, be accepted as presented.
CARRIED UNANIMOUSLY

**FIRE MASTER
PLAN UPDATE** Chief Whittaker advised the Committee that the present Fire Master Plan
was originally prepared in 1998 and was based on the Town's needs and
practices as it was not a regional fire department at that time.

Chief Whittaker stated that the Fire Master Plan will need to be updated and
he will start the process, identifying the requirements of the document, and
the various components that will be included, removed and updated.

A template will be provided to the Committee regarding definitions and the
items that should be included in Fire Master Plans. In the future the
document will be reviewed on an annual basis.

**MEMBER SERVICES
RECOGNITION**

Chief Whittaker discussed member services recognition regarding training,
equipment, years of service pins and recognition plaque. The membership
completed an internal survey regarding recognition and provided feedback
to the Chief.

The Committee reiterated that keeping the membership fit, active and well
trained is important for the department and the community.

The Committee recommended that the training budget line item identify the
budgets allocated to training courses (in house and off site), equipment and
supplies separately in future budgets.

**FIRE OPERATING FINANCIAL
STATEMENT**

The Fire Operating Financial Statement to March 31, 2018 was reviewed.

- 008-18 Moved by Cr. Troock that the Fire Operating Financial Statement to March 31, 2018 be accepted as information..
CARRIED UNANIMOUSLY

**FIRE CAPITAL FINANCIAL
STATEMENT**

The Fire Capital Financial Statement to March 31, 2018 was reviewed.

- 009-18 Moved by Cr. Troock that the Fire Capital Financial Statement to March 31, 2018 be accepted as information..
CARRIED UNANIMOUSLY

**ERC OPERATING FINANCIAL
STATEMENT**

The Emergency Response Centre Operating Financial Statement to March 31, 2018 was reviewed.

- 010-18 Moved by Cr. Troock that the Emergency Response Centre Operating Financial Statement to March 31, 2018 be accepted as information..
CARRIED UNANIMOUSLY

**EMERGENCY RESPONSE
CENTRE AGREEMENT
UPDATE**

The Emergency Response Centre Agreement review was discussed.

Martin Taylor, CAO, Debbie Oyarzun, CAO and Kathy Vickery will finish the draft agreement and bring back to the Committee.

**AMBULANCE ASSIST
CALLS**

Chief Whittaker advised that the number of ambulance assist calls the department attends has been reduced as they no longer are dispatched to level A, B, C calls, unless the ambulance service is out of the area.

The Chief did express concerns with the use of the Barrhead Fire Services oxygen, medical supplies, etc. during the ambulance assist calls and not being provided reimbursement or replacement stock when responding. Barrhead Fire Services has to cover these costs.

**NEXT
MEETING**

The next meeting will be on Wednesday, June 27, 2018, at noon.

ADJOURN

- 011-18 Moved by Member Goertz that the meeting be adjourned at 1:04 p.m..
CARRIED UNANIMOUSLY



REQUEST FOR DECISIONS

Date: April 24, 2018
To: Mayor McKenzie & Members of Council
From: Martin Taylor, CAO
Re: Information Item

Summary

Information Item for Council's review.

Overview

The following information item was presented:

- Alberta Municipal Affairs – Municipal Accountability Program

Recommendations

Recommendation #1

That Council accept as information.

Respectfully Submitted by:


Martin Taylor, CMC, CLGM
CAO



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, MLA, Leduc-Beaumont

RECEIVED
APR - 3 2018

AR92307

March 27, 2018

Mayor and Council
Town of Barrhead
PO Box 4189
Barrhead, Alberta T7N 1A2

Dear Mayor and Council,

Ensuring Albertans live in viable municipalities with well-managed, collaborative and accountable local governments is a focus of Alberta Municipal Affairs. As such, the ministry plays an important role in providing assistance and support to build municipal capacity and meet legislative requirements. I am pleased to announce my ministry will enhance our support to achieve this through the new Municipal Accountability Program, starting on April 1, 2018.

Municipalities with a population of 5,000 or fewer will participate in the program, which means it is available to approximately 73 per cent of Alberta municipalities. Your Chief Administrative Officer (CAO) will be our primary contact for the program. My staff will work with CAOs to validate compliance or identify concerns and develop corrective solutions where needed.

I understand ministerial inspections and viability reviews can divide and disrupt communities. This program aims to improve municipal capacity and mitigate minor issues that may have the potential to escalate into an in-depth inspection process or viability review. Further details on the program are attached.

The Municipal Accountability Program will run on a multi-year cycle with one-quarter of eligible municipalities taking part in the program in any given year. Municipalities will be selected with consideration given to location and ongoing legislated processes, such as viability reviews, detailed assessment audits, or in-depth inspections. Should your municipality be selected for 2018, your CAO will receive a letter from my Deputy Minister, followed later by direct contact from ministry staff.

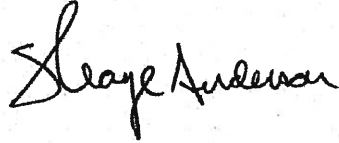
.../2

Mayor and Council

-2-

I hope you share my enthusiasm for this program, and I thank you in advance for your co-operation.

Sincerely,

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

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: MAP Executive Summary



OBJECTIVE

To collaboratively foster effective local governance and build administrative capacity in Alberta's municipalities.

HIGHLIGHTS

Designed to support municipalities by helping to understand legislative requirements.

Assisting CAOs in confirming the areas where they are doing well, and identifying any areas of concern to avoid concerns from developing into significant problems.

A proactive approach with the ministry working collaboratively with CAOs to develop a report for the CAO that will contain recommendations and resources.

SUMMARY

The Municipal Accountability Program (MAP) will review municipal processes and procedures to help develop knowledge of mandatory legislative requirements. This will support municipalities with their legislative compliance.

The MAP will consist of multi-year cycle reviews, ordered by the Minister under Section 571 of the *Municipal Government Act*. Municipalities with populations of 5,000 or less will participate in the MAP.

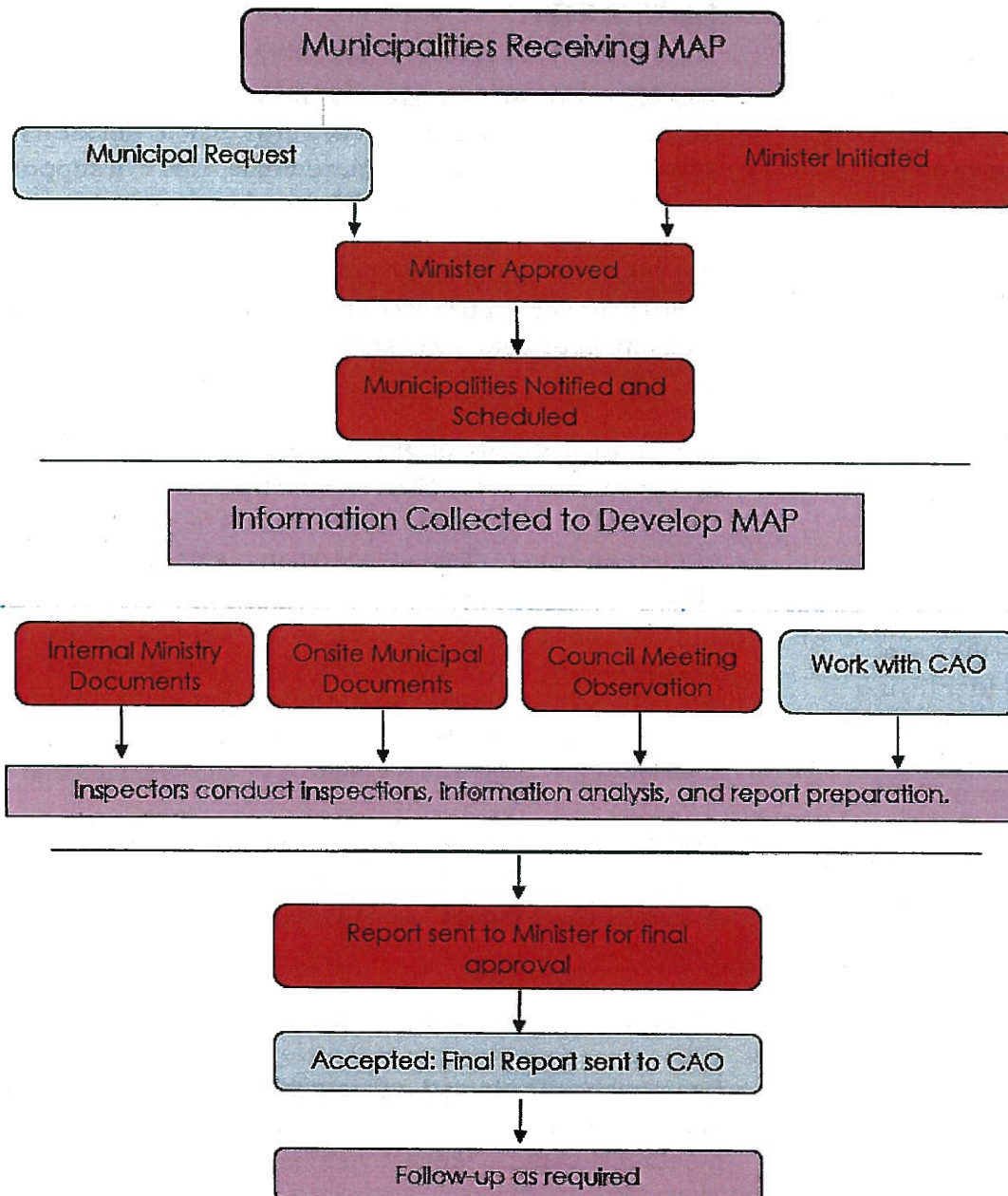
The primary contact for the ministry will be the chief administrative officer (CAO). Ministry staff will co-ordinate the visit with the CAO and make document requests through the CAO, or their designate. The attached sample checklist provides examples of the type of information that will be reviewed.

Working collaboratively with the CAO, a customized 'MAP' report will be provided to the CAO, which will identify areas of compliance, as well as include recommendations and resources to assist in remedying any legislative inconsistencies that may exist.

Continued proactive contact, support, and relationship building will be maintained throughout the four-year cycle with each municipality as needed or as requested, regardless of compliance status.

There is no cost to municipalities participating in the MAP.

Interaction with elected officials will be limited to a presentation explaining the attached MAP Process and attendance at a council meeting to confirm legislative meeting requirements are met.





While not a complete or exhaustive list, following is a sample of what items could be reviewed and assessed as part of the MAP process.

Bylaw review

- Mandatory
 - o Code of Conduct
 - o CAO
 - o Borrowing
 - o Property Tax Rate
 - o Subdivision Authority and Development Authority
 - o Subdivision and Development Appeal Board
 - o Municipal Development Plan
 - o Land-use Bylaw
 - o ICF's
 - o Emergency Advisory Committee
- Discretionary
 - o General review (Procedural, Tax penalties, Animal Control, Utilities, etc.)

Policy review

- Public Participation
- Budget
- Operational and Capital Plans
- Municipal Emergency Plan

Procedure review

- Reporting
 - o Financial and Statistical Information Returns
 - o Financial Reporting to Council
- Tax
 - o Tax Notices
 - o Tax Recovery
 - o Tax Agreements
 - o Penalties
- Administration
 - o CAO Evaluation
 - o Document Security
 - o Elections
 - o Petitions
 - o Advertising
- Meeting Procedures
 - o Adoption of minutes
 - o In accordance with procedural bylaw (if it exists)
 - o Closed meetings
 - o Council minutes-content
- Planning
 - o Development permits
 - o Appeals
- Notifications