



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, NOVEMBER 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 – October 27, 2020
 - (b) Organizational Meeting Minutes – October 27, 2020
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Ms. Shelley Dewsnap from Barrhead & District Family and Community Support Services Society
 - (b) Delegation at 6:00 p.m. – Ms. Elaine Dickie from the Barrhead Public Library
6. Old Business
 - (a) Municipal Stimulus Program
7. New Business
 - (a) Barrhead Regional Fire Services Committee – 2020 Revised Capital Budget
 - (b) Barrhead Regional Fire Services Committee – 2021 Operating Budget
 - (c) Barrhead Regional Fire Services Committee – 2022-2024 Operating Plan
 - (d) Barrhead Regional Fire Services Committee – 2021 Capital Budget
 - (e) Barrhead Regional Fire Services Committee – 2020 Disposal of Assets
 - (f) Barrhead Regional Fire Services Committee ERC's – 2021 Operating Budget

- (g) Barrhead Regional Fire Services' ERC's – 2022-2024 Operating Plan
- (h) Barrhead Regional Fire Services' ERC's – 2021 Capital Budget
- (i) Barrhead Regional Fire Services' ERC's – 10 Year Capital Plan
- (j) Barrhead & District Regional Landfill Committee – 2021 Tipping Fees
- (k) Barrhead & District Regional Landfill Committee – 2021 Operating Budget
- (l) Barrhead & District Regional Landfill Committee – 2022-2024 Operating Plan
- (m) Barrhead & District Regional Landfill Committee – 2021 Capital Budget
- (n) Barrhead & District Regional Landfill Committee – 10 Year Capital Plan
- (o) Town Slogan

8. Reports - The Council Reports

- (a) CAO's Report
- (b) Council Action List

9. Minutes

- (a) Barrhead & District Regional Landfill Committee – October 26, 2020
- (b) Barrhead Regional Fire Services Committee – October 22, 2020

10. Bylaw

- (a) Intermunicipal Development Plan with the County of Barrhead – 2nd and 3rd reading

11. Correspondence Items

- (a) Letter from Alberta Municipal Affairs

12. For the Good of Council

13. Tabled Items

14. Closed Session

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

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, OCTOBER 27, 2019 @ 5:30 P.M.
IN THE TOWN OF BARRHEAD AGRENA'S CHARLES GODBERSON ROTARY ROOM

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: Barry Kerton, Barrhead Leader

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

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

AGENDA The agenda was reviewed.

303-20 Moved by Cr. Klumph that the agenda be accepted with the following additions:

- 8(a) Barrhead & District Family & Community Support Services Society
- 8(a) Library Board
- 8(a) Community Futures Yellowhead East

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of October 13, 2020 were reviewed.

304-20 Moved by Cr. Penny that the Minutes of the Town Council Regular Meeting of October 13, 2020 be accepted as presented.

CARRIED UNANIMOUSLY

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

Mayor McKenzie opened the Public Hearing at 5:31 p.m. There were five members of the public present.

No written submissions were presented to Council and no oral presentations were made to Council.

Cr. Klumph proposed that a change be made to the Intermunicipal Development Plan (IDP), Utilities, section number 3:

- 3) Any subdivision or development proposal within the IDP area that requires Town sewer utility servicing shall be referred to the Town of Barrhead for comments. The Town shall confirm whether there is sufficient capacity to allow a sewer utility connection for the proposed use and that it be included in a utility service agreement between the Town and County of Barrhead.

305-20 Moved by Cr. Assaf that the Public Hearing be closed at 5:34 p.m.

CARRIED UNANIMOUSLY

- 306-20 Moved by Cr. Klumph that Council instruct Administration to revise the Intermunicipal Development Plan (IDP), by deleting Part Two, Section G – Utilities (3) and replacing it with: “The County of Barrhead must enter into a utility service agreement with the Town of Barrhead if it proposes to use Town of Barrhead utilities for any subdivision or development proposed within the IDP area.” and to bring the draft IDP to the next Meeting of Council.

CARRIED UNANIMOUSLY

BANK STATEMENT

The Monthly Bank Statement for the month ended September 30, 2020, was reviewed.

- 307-20 Moved by Cr. Klumph that Council approve the Monthly Bank Statement for the month ended September 30, 2020.

CARRIED UNANIMOUSLY

REPORTS TO COUNCIL

The following Reports to Council as of October 27, 2020, were reviewed:

- Barrhead & District Family & Community Support Services Society
- Library Board
- Community Futures Yellowhead East

- 308-20 Moved by Cr. Klumph that the following Reports to Council as of October 27, 2020 be accepted as information:

- Barrhead & District Family & Community Support Services Society
- Library Board
- Community Futures Yellowhead East

CARRIED UNANIMOUSLY

MINUTES

The following Minutes were reviewed.

- Barrhead & District Family & Community Support Services Society – September 17, 2020
- Yellowhead Regional Library Board – June 22, 2020

- 309-20 Moved by Cr. Penny that the Barrhead & District Family & Community Support Services Society Minutes of September 17, 2020, be accepted as information.

CARRIED UNANIMOUSLY

- 310-20 Moved by Cr. Klumph that the Yellowhead Regional Library Board Minutes of June 22, 2020 be accepted as information.

CARRIED UNANIMOUSLY

BYLAW 11-2020, TEMPORARY MANDATORY MASK AND FACE COVERINGS BYLAW

Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw, was reviewed.

Ed LeBlanc, CAO reviewed with Council.

Cr. Klumph recommended that Administration include that the Appeal Procedure be added to Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw.

- 311-20 Moved by Cr. Assaf that Council give Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw, first reading with the Appeal Procedure included.

CARRIED UNANIMOUSLY

312-20 Moved by Cr. Smith that Council give Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw, second reading with the Appeal Procedure included.

CARRIED UNANIMOUSLY

313-20 Moved by Cr. Klumph that Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw, be presented for third reading with the Appeal Procedure included.

CARRIED UNANIMOUSLY

314-20 Moved by Cr. Assaf that Council give Bylaw 11-2020, the Temporary Mandatory Mask and Face Coverings Bylaw, third reading with the Appeal Procedure included.

CARRIED UNANIMOUSLY

CORRESPONDENCE ITEMS

The following correspondence items were reviewed:

A Letter from Blue Heron Support Services Association dated October 8, 2020 requesting that the Town of Barrhead consider closing the street and provide barricades so the Farmer's Market can re-open in 2021.

315-20 Moved by Cr. Klumph that Council receives the correspondence from Blue Heron Support Services Association dated October 8, 2020, requesting that the Town of Barrhead consider closing the street and provide barricades for the 2021 Farmers' Market, as information and directs Administration to prepare a report and to present it at a future Council Meeting.

CARRIED UNANIMOUSLY

A Letter from Alberta Municipal Affairs advising of the 2019 Municipal Indicators Results.

316-20 Moved by Cr. Assaf that Council accept the correspondence from Alberta Municipal Affairs advising of the 2019 Municipal Indicators Results, as information.

CARRIED UNANIMOUSLY

A Thank you card from Alberta Council on Aging.

317-20 Moved by Cr. Penny that Council accept the Thank you card from Alberta Council on Aging, in respect to the Town's participation in the celebration of International Day of Older Persons on October 1, 2020, as information.

CARRIED UNANIMOUSLY

A Letter from Ms. Sandra McBeth dated October 15, 2020 requesting that the Town of Barrhead consider taking over the upkeep of the graveyard at the All Saints Ukrainian Orthodox Church Cemetery.

318-20 Moved by Cr. Kluin that Council accept the letter from Ms. Sandra McBeth dated October 15, 2020 requesting that the Town of Barrhead consider the undertaking of the care and maintenance of the All Saints Ukrainian Orthodox Church Cemetery, as information and to forward the matter to Administration to be discussed further during the 2021 budget deliberation meetings.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie commended Administration on the preparation of the Temporary Mandatory Mask and Face Coverings Bylaw. He also thanked Administration for the video on the up keep of the local dog park.

Cr. Penny commended the Aquatic Centre and the use of it by our residents and that the community should be proud of the facility.

Cr. Kluin congratulated the Elementary Advisory Committee for the new park in front of the Elementary School.

**CLOSED SESSION – LAND
SECTION 16(2) OF THE FOIP ACT**

EXITED Five members of the public exited the meeting at 6:24 p.m.

319-20 Moved by Cr. Assaf that Council go in closed session at 6:24 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

320-20 Moved by Cr. Smith that Council come out of closed session at 6:43 p.m.

CARRIED UNANIMOUSLY

321-20 Moved by Cr. Assaf that Council deny the request to waive the penalties on tax roll number xxx95.

CARRIED UNANIMOUSLY

ADJOURN

322-20 Moved by Cr. Penny that the Council Meeting be adjourned at 6:44 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

MINUTES
ORGANIZATIONAL MEETING OF THE BARRHEAD TOWN COUNCIL
HELD TUESDAY, OCTOBER 27, 2019 @ 7:00 P.M.
IN THE TOWN OF BARRHEAD AGRENA'S CHARLES GODBERSON ROTARY ROOM

- PRESENT** Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, L. Penny and D. Smith
- Officials: Ed LeBlanc, CAO and Callihoo, Director of Development & Legislative Services
- Others: Barry Kerton, Barrhead Leader
- ABSENT** Cr. S. Oswald and Kathy Vickery, Director of Corporate Services
- CALL TO ORDER** Mayor McKenzie called the meeting to order at 7:00 p.m.
- CONSIDERATION OF AGENDA** The Agenda was reviewed.
- 323-20 Moved by Cr. Penny that the agenda be accepted as presented.
- CARRIED UNANIMOUSLY**
- DEPUTY MAYOR APPOINTMENTS** The Deputy Mayor appointments for 2020-2021 were reviewed.
- 324-20 Moved by Cr. Smith that the Deputy Mayor appointments for 2020-2021 be as follows:
- November – December 2020 – Cr. Oswald
January – February 2021 – Cr. Smith
March – April 2021 – Cr. Assaf
May – June 2021 – Cr. Kluin
July – August 2021 – Cr. Klumph
September – October 2021 – Cr. Penny
- CARRIED UNANIMOUSLY**
- COUNCIL APPOINTMENTS TO STANDING COMMITTEES, BOARDS COMMITTEES, COMMISSIONS & OTHER APPOINTMENTS** Council appointments to the Standing Committees, Boards, Committees, Commissions and Other Appointments were reviewed.
- 325-20 Moved by Cr. Klumph that Council approve the Standing Committees being the Regional Landfill Committee, Boards, Committees and Commissions as recorded.
- CARRIED UNANIMOUSLY**
- 326-20 Moved by Mayor McKenzie that Council approve the Boards, Committees and Commissions with a change to the Barrhead Regional Airport Committee, to have two representatives as Mayor McKenzie and Cr. Assaf.
- CARRIED UNANIMOUSLY**
- 327-20 Moved by Cr. Smith that Council approve Other Appointments as presented.
- CARRIED UNANIMOUSLY**
- 328-20 Moved by Cr. Assaf that Council appoints Ms. Kathy Vickery as the Substitute Returning Officer under Other Appointments as presented.
- CARRIED UNANIMOUSLY**

**MEMBER AT LARGE APPOINTMENTS
TO BOARDS, COMMITTEES &
COMMISSIONS**

Member at Large advertisement to Boards, Committees and Commissions were reviewed.

329-20

Moved by Cr. Klumph that Administration advertise for Members at Large to:

- Municipal Planning Commission – Two Members at Large and one Alternate
- Barrhead Regional Fire Services Committee – One Member at Large
- Twinning Committee – Four Members at Large

CARRIED UNANIMOUSLY

ADJOURN

330-20

Moved by Cr. Smith to close the Organizational Meeting at 7:20 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

Town of Barrhead
Deputy Mayor and Committee Appointments
2020-2021

Deputy Mayor Appointments

November – December	2020	Cr. Oswald
January – February	2021	Cr. Smith
March – April	2021	Cr. Assaf
May – June	2021	Cr. Kluin
July – August	2021	Cr. Klumph
September – October	2021	Cr. Penny

Council Standing Committees

Regional Landfill	Cr. Klumph and Cr. Penny
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Note: Chairperson of Standing Committees to be rotated on an annual basis, unless determined otherwise by that Committee.

Representatives to Boards, Commissions & Committees

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

Other Appointments

Assessor	Mike Krim, Tanmar Consulting
Assessment Review Board	Capital Regional Assessment Services Commission (CRASC)
Assistant Director, Emergency Management	Cheryl Callihoo
Auditor	Wayne Ellerington, Ellerington LLP
Business Licensing Officer	Cheryl Callihoo
Clerk – Assessment Review Board	Capital Regional Assessment Services Commission (CRASC)
Development Officer	Cheryl Callihoo
Director Emergency Management	Chief Administrative Officer (CAO)
Returning Officer	Cheryl Callihoo
Substitute Returning Officer	Kathy Vickery
Secretary – Municipal Planning Commission	As delegated by the (CAO) or his designate
Clerk – Subdivision & Development Appeal Board	(CAO) or his designate
Solicitor	At the discretion of the (CAO) or his designate
Subdivision Authority	Municipal Planning Services (2009) Ltd.

Note: The Mayor is *ex-officio*, a Member of all Boards and Committees, excluding MPC.

Regular Meetings

Regular meetings are held every second (2nd) and fourth (4th) Tuesday of the month at 5:30 p.m., in the Town of Barrhead Administration Building Council Chambers. Where a Regular meeting date falls on a holiday, the meeting will be held on the following Wednesday. There will only be one meeting held during July, August and December in each year, which will fall on the second Tuesday of that month.



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: 5:30 p.m. Delegation

1.0 PURPOSE:

Delegation – Ms. Shelly Dewsnap to present the FCSS Budget at 5:30 p.m.

2.0 BACKGROUND AND DISCUSSION:

Ms. Shelly Dewsnap will be meeting with Council to present the FCSS 2021 Budget at 5:30 p.m.

3.0 ALTERNATIVES:

- 3.1 That Council accepts the 2021 FCSS Budget presentation from Ms. Shelly Dewsnap of the Barrhead & District Family and Community Support Services Society, as information.
- 3.2 That Council instruct Ms. Shelly Dewsnap to provide additional information in regards to the 2021 FCSS Budget and to bring it back to the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 2021 Budget of the Barrhead & District Family and Community Support Services Society

9.0 RECOMMENDATION:

That Council accepts the 2021 FCSS Budget presentation from Ms. Shelly Dewsnap of the Barrhead & District Family and Community Support Services Society, as information.

(original signed by the CAO)

Edward LeBlanc
CAO

2021 - 80/20 BUDGET

	Board 100	Admin 101	CDVC 102	H. S. 103	A & S 104	Youth 106	2021 Budget	2020 Budget	2019 Actuals
INCOME									
4001 – Donations		5,000					5,000	1,152	1787.50
4002 – Facility Rental							0	0	0
4003 – Fees & Registration				1,440		530	1,970	530	2,861
4004 – Other Income				800			800	2,200	3,309.10
4005 –Transf from Other Prog							0	0	581.76
4006 – Seniors' Program				25,950			25,950	34,600	33,359.72
4009 – FCSS Dividends		100					100	345	0
4012 – Woodlands Grant			3,125	3,125	3,125	3,125	12,500	0	5,200
4013 – Interest Income		500					500	1,250	1,691.28
4017 – Counselling Fees							0	2,500	3,999.00
4103 – Pemb Hills Grant							0	33,985.16	49,812.64
4120 – Grant Admin Fees		625.50					625.50	5,538.12	16,763.84
4122 – Comm Admin Fees							0	0	0
TOTAL 4000-80/20 Revenue	0	6,225.50	3,125	31,315	3,125	3,655	47,445.50	82,100.28	119,365.84
4201 – Town Funding	745.50	28,381.18	7,449.02	12,085.53	8,793.20	3,545.56	61,000	76,000	60,999.99
4202 – County Funding	745.50	28,381.18	7,449.03	12,085.52	8,793.20	3,545.56	61,000	76,000	60,999.96
4204 – Provincial Funding	3,854.88	146,755.39	38,517.94	62,492.65	45,468.50	18,333.64	315,423	315,423	315,423.05
TOTAL 4200-80/20 Funding	5,345.88	203,517.77	53,415.99	86,663.70	63,054.90	25,424.76	437,423	467,423	437,423
TOTAL INCOME	5,345.88	209,743.27	56,540.99	117,978.70	66,179.90	29,079.76	484,868.50	549,523.28	556,788.84
EXPENSES									
7106 – Staffing Cost									
6560 – Payroll Expenses		13,638.64	2,718.30	7,016.50	3,397.80	840.54	27,611.78	25,455.87	27,096.83
7100 – Salaries		153,495.02	29,870.84	84,825.45	37,337.71	9,236.50	314,765.52	334,883.11	352,661.74
7104 – WCB		1,350.76	262.86	746.46	328.58	81.28	2,769.94	2,998.85	4,131.77
7104.1 – WCB Volunteers	50		500				550		
7105 – Benefits		8,800.47	3,651.73	2,792.49	3,803.55	796.68	19,844.92	23,021.51	21,205.15
TOTAL 7106-Staffing Costs	50	177,284.89	37,003.73	95,380.90	44,867.64	10,955	365,542.16	386,359.34	405,095.49
7125 – Training & Develop	2,100	3,250	1,700	2,300	700	700	10,750	13,220	7,401.38
7126 – Staff/Volunteer Recog	325	200	25	375	125	25	1,075	950	772.23
7130 – Travel & Subsistence	1,400	3,700	750	4,750	1,200	1,025	12,825	12,067.50	13,224.23
7131 – Vehicle Expenses		100	100	100	100	100	500	690	318.07
7135 – Membership Fees		237	237	237	237	237	1,185	1,410	792.25
7140 – Postage		342	172	342	172	172	1,200	885	726.37
7145 – Telephone		2,156.67	718.89	718.89	718.89	718.89	5,032.23	5,647.48	4,907.85
7150 – Advertising	1090.88	700	700	700	700	700	4,590.88	2,775	4,029.32
7155 – Printing		685	228	456	228	228	1,825	1,825	2,092.24
7160 – Building Rent		10,268.52	6,845.68	6,845.68	6,845.68	6,845.68	37,651.24	56,046.64	38,715.84
7165 – Office Supplies		2,000	1,000	1,000	1,000	1,000	6,000	3,464.48	5,856.66
7170 – Program Supplies	300	1,200	2,000	1,947.70	1,500	3,500	10,447.70	4,480	6,034.70
7190 – Volunteer Event			2,250				2,250	1,850	1,850
7200 – Building Maint/Janitor		2,529.20	1,264.60	1,264.60	1,264.60	1,264.60	7,587.60	4,695.93	6,014.07
7205 – Bank Charges		96					96	96	195.74
7206 – TelPay Contract		350					350	350	325
7210 – Insurance		305	152.50	152.50	152.50	152.50	915	882.02	876.51
7215 – Equip Repair & Maint		90	90	90	90	90	450	300	0
7220 – Subscript & Resources		500	500	500	500	500	2,500	0	2,719.20
7225 – Equip Rent or Purch		30	30	30	30	30	150	0	100.90
7226 – Computers		500	125	125	125	125	1,000	1,275	2,498.62
7230 –Accounting/Audit/Legal		783.76	261.26	261.26	261.26	261.26	1,828.80	1,611.33	1,378.91
7301 – Amortization on Equip		1,594					1,594	1,400	1,595
7305 – Counselling Contract					5,000		5,000	42,365.25	41,826.28
7440 – Miscellaneous Exp		200					200	155	170.28
7445 – Cash Short / Over							0	0	18.96
7801 – Transfer to Other Prog							0	0	155.78
7999 – GST Paid	80	641.23	387.33	402.17	362.33	449.83	2,322.89	2,164.02	1,835.98
TOTAL EXPENSES	5,345.88	209,743.27	56,540.99	117,978.70	66,179.90	29,079.76	484,868.50	546,964.99	551,527.86
NET INCOME	0	0	0	0	0	0	0	2,558.29	5,260.98

Budget Highlights

Incomes: Expecting significantly fewer incomes in 2021.

- Home Support serving fewer clients due to pandemic restrictions
- No Grant Incomes after March 31
- Seniors dinners and group gatherings postponed due to pandemic
- No Counselling Fees
- No FSL program Fees
- Expecting no changes to provincial funding
- Asking for no increases from Town & County

Expenses:

- Staffing: Each program receives additional day due to increased services operating within each; includes 1.5% wage increase for all staff positions - competitive with industry standards
- Training: Budget for one conference and one additional training opportunity
- Advertising: Increased to reflect actuals; anticipate more newsprint ads during pandemic
- Building Rent: Reflects 2019 actuals; Recuperated significant portion of the rent through the FRN contract, provided additional room at a reduced rate for the Barrhead Food Bank
- Program Supplies: Healthier budget for each program to reflect new services offered
- Building Maintenance & Janitorial: Reflects increased number of cleaning days and winter services
- Counselling Contract: Subsidized counselling agreement; will likely be matched with resources from our Covid-19 responses in our community accounts

Increased Services by Program:

- 102 - Community Development & Volunteer Coordination (3 days/week): Addition of Volunteer Snow Angels program and Community Block Party program resources; 1-2 community development courses
- 103 - Home Support (4 days/week): Addition of a Seniors' Collective Kitchen program
- 104 - Advocacy & Support (4 days/week): Addition of subsidized counselling referrals; helping clients navigate government resource options during the pandemic; continued work with FASD clients although the FASD contract is not available; increased communications with schools; organizational safety facilitation; emergency social services response
- 105 – Youth (1 day/week): Addition of stand-alone courses facilitated by the FCSS coordinator (includes services that were once under the FSL program); Red Cross Babysitting, Stay Safe Home Alone, CRP/First Aid, Rainbows, Tools for Schools. Increased partnership with Community Organizations, Schools and Family Resource Networks. *NOTE: This program shares wages and program supplies between two additional budgets - FCSS 80/20 budget at 1 day per week & Community Youth budget at 2 days per week (including an assistant for evening programs)*



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: 6:00 p.m. Delegation

1.0 PURPOSE:

Delegation – Ms. Elaine Dickie to present the 2021 Barrhead Public Library Budget at 6:00 p.m.

2.0 BACKGROUND AND DISCUSSION:

Ms. Elaine Dickie will be meeting with Council to present the 2021 Barrhead Public Library Budget, as well as their three-year Operational Plan at 6:00 p.m.

3.0 ALTERNATIVES:

3.1 That Council accepts the 2021 Barrhead Public Library Budget presentation from Ms. Elaine Dickie of the Barrhead Public Library, as information.

3.1 (a) That Council accepts the 2021-2023 Barrhead Public Library Operational Plan presentation from Ms. Elaine Dickie of the Barrhead Public Library, as information.

3.2 That Council instruct Ms. Elaine Dickie to provide additional information in regards to the 2021 Barrhead Public Library Budget and to bring it back to the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Barrhead Library Board 2021 Budget

9.0 RECOMMENDATION:

That Council accepts the 2021 Barrhead Public Library Budget presentation from Ms. Elaine Dickie of the Barrhead Public Library, as information.

(a) That Council accepts the 2021-2023 Barrhead Public Library Operational Plan presentation from Ms. Elaine Dickie of the Barrhead Public Library, as information.

(original signed by the CAO)
Edward LeBlanc
CAO

BARRHEAD PUBLIC LIBRARY

5103 – 53 Avenue, Barrhead, Alberta T7N 1N9

Phone: 780-674-8519 Fax: 780-674-8520

elaine@barrheadpubliclibrary.ca www.barrheadpubliclibrary.ca

Oct. 30, 2020

Mr. Edward LeBlanc
CAO
Town of Barrhead

Re: Barrhead Library Board 2021 budget presentation to Joint Councils in November.

At the request of the Library Board, I enclose for Council's consideration:

- the 2020 year-end projections for the Barrhead and Neerlandia public libraries.
- the proposed 2021 budget for Barrhead Public Library with allotments to Neerlandia Public Library. Neerlandia Public Library's budget is also enclosed.

The Library Board approved these budgets at its regular Board meeting on October 20, 2020.

Changes in 2020 to note:

- Barrhead Public Library and Neerlandia Library experienced reduction in hours, services, and staff during the COVID-19 Stage 1. Three staff were placed on CERB, three were permanently let go. Expenses were incurred to implement COVID-19 protocols.
- Not able to host fundraisers during Stage 1 resulted in lower revenues than anticipated.

Changes in 2021 to note:

- \$18.44 per capita request to municipalities is unchanged from 2020.
- Shared cost between Town and County for janitorial and utility services for Barrhead library is unchanged from 2020. Each municipality contributes \$5,500.
- Revenue from Barrhead Elementary School is reduced from 2020 as per the terms of the 2019 Services Agreement between Barrhead library and the school division.
- A one percent cost of living increase is to be given to regular staff. Staff received no increase in 2019. Library reserve funds will be used to pay the increase.

I also enclose, for your information, statistics of many activities that did take place in 2020 at each of the libraries.

Please contact me with any questions or concerns you or Council may have. I look forward to meeting with you at the Meeting in November.

Sincerely,



Elaine Dickie
Library Director

BARRHEAD LIBRARY BOARD								
2021 Budget-Revenue								
	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Year End Projection	2021 Budget	Notes: Re: 2021 Budget
Cash Revenue								
Government Revenue								
Municipal Affairs	58,430	58,430	58,430	58,430	58,430	58,430	58,430	\$5.55per capita (population10624)*
Town of Barrhead	77,737	80,316	84,437	84,437	84,437	84,437	84,437	Town of Barrhead 4579@ \$18.44
County of Barrhead	106,924	110,292	115,950	115,950	115,950	115,950	115,950	County of Barrhead 6288@ \$18.44
Total Government Revenue	243,091	249,038	258,817	258,817	258,817	258,817	258,817	
School Revenues								
Instruction	52,430	52,430	52,430	52,430	39,964	30,620	27,100	Grades K-6 (542 students)
Books	4,669	4,620	5,000	4,405	5,000	4,750	5,500	
Total School Revenues	57,099	57,050	57,430	56,835	44,964	35,370	32,600	
Public Library Revenues								
Donations/Fundraising								
Memorial/Gifts	2,650	5,823	3,000	4,860	2,000	2,500	7,000	
Books for Babes	559	740	500	750	500	500	500	
Friends of the Library	2,665	3,118	3,000	3,239	2,500	2,000	2,500	
Used Book Sales	2,167	2,016	2,000	2,515	1,750	500	1,500	
Book Fairs	14,339	12,612	15,000	12,148	12,000		6,000	
Adopt-A-Magazine	945	907	1,000	1,915	1,000	700	950	
Total Donations/Fundraising	23,325	25,216	24,500	25,427	19,750	6,200	18,450	
Grants								
Program Grants								
STEP /YCW/Employment	9,448	10,731	8,600	4,200	4,200		10,555	1 summer student/1 -YCW
YRL/Culture	800	750	1,800	750	\$ 750	750	\$ 750	
CAP/Other	9,912	2,605	0				5,500	YCW
Total Grants	20,160	14,086	10,400	4,950	4,950	750	16,805	

BARRHEAD LIBRARY BOARD								
2021 Budget-Revenue								
Operations								
Membership fees	7,175	7,085	9,375	9,211	9,000	7,000	8,760	
Fines	4,653	5,181	4,000	5,138	4,000	1,500	3,500	
Program fees	3,334	3,861	2,750	1,898	2,750	900	500	summer programs
Other	3,376	2,894	2,700	1,935	2,500	500	1,500	printing, lost, damaged, makerspace, etc.
Handling fees (BES)	416	416	416	416	416	416	0	
Total Operations	18,954	19,437	19,241	18,598	18,666	10,316	14,260	
Total Public Library Revenues	62,439	58,739	54,141	48,975	43,366	17,266	49,515	
Withdrawal from reserve	0	9,612	5,817	0	0	0	6,800	
GST Refund	0	1,492	1,000	1,377	1,000	700	750	
Interest from Equity	267	202	300	691	200	300	200	
One Time Provincial Contribution								
Town&County-Library Utilities	12,820	10,519	11,500	11,553	11,500	11,500	11,500	
Total Cash Revenues	375,716	386,652	389,005	378,248	359,847	323,953	360,182	
Allotments								
YRL Barrhead Allotment	4,593	7,113	7,113	7,113	8,561	8,561	8,561	library materials allocated for BPL
YRL Neerlandia Allotment	670	1,038	1,038	1,038	1,038	1,038	1,038	library materials allocated for NPL
YRL BES Allotment	482	637	637	637	598	598	598	library materials allocated for BES
Total Allotments	5,745	8,788	8,788	8,788	10,197	10,197	10,197	

BARRHEAD LIBRARY BOARD								
2021 Budget-Expenses								
	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Year end projections	2021 Budget	
Salaries								2021 Budget notes
Regular Employees	252,375	255,623	264,249	261,221	243,244	210000	242,400	1% cola increase
RRSP Contributions		3,118	3,800	3,340	3,100	4000	3,500	
AUMA	1,918	2,826	8,500	4,116	4,250	8000	6,800	
Workers Compensation	622	580	600	770	600	600	600	
Total Salaries	254,915	262,147	277,149	269,447	251,194	222,600	253,300	
Special Projects Personnel								
Summer Students	15,162	17,138	15,350	12,338	7,200		7,700	1 students
CAP/PCW	7,199						6,354	
Total Special Projects	22,361	17,138	15,350	12,338	7,200	0	14,054	
Total Salaries and Special Projects	277,276	279,285	292,499	281,785	258,394	222,600	267,354	
Administrative Expenses								
Board Meeting Expenses	0	0	0	23	0	125		
Prof. Membership & Dues	439	545	500	529	500	500	500	
Other (Licenses)	797	792	1,000	1,312	1,000	750	1,500	movies, office, etc.
Total Administrative Expenses	1,236	1,337	1,500	1,864	1,500	1,375	2,000	
Accounting & Legal	1,436	1,849	850	999	1,000	999	1,000	
Accounting software		0	710	943	1,000	1,038	1,100	
Advertising/Promotion								
Publicity	3,567	3,168	3,000	1,634	2,000	1,000	2,000	
Job Ads								
Total Advertising/Promotion	3,567	3,168	3,000	1,634	2,000	1,000	2,000	
Total Acc/Legal, Advertising	5,003	5,017	4,560	3,576	4,000	3,037	4,100	
Book Fairs	10,911	9,685	11,250	8,577	9,000	0	4,500	
Capital Disbursements								
Technology	1,015	61	0	0	0			
Capital - other	368	2,285	0	0	0			
Total Capital Disbursements	1,383	2,346	0	0	0	0	0	
Collection Development								
BPL	14,585	15,148	10,000	11,037	10,000	10,000	10,000	
BES Collection	4,270	3,124	5,000	2,471	5,000	4,500	5,500	
Total Collection Development	18,855	18,272	15,000	13,508	15,000	14,500	15,500	

BARRHEAD LIBRARY BOARD

2021 Budget-Expenses

	2017 Actual	2018 Actual	2019 Budget	2019 Actual	2020 Budget	2020 Year end projections	2021 Budget	
Programs and Exhibits								
Art Exhibits	154	154	150	77	150	150	150	
Books for Babes	593	257	500	568	700	500	700	
Summer Reading Program	117	422	500	297	500		500	
Story time, Time for Tots, Xmas	2,802	2,800	800	1,170	1,500	500	500	Library programs
Alberta Culture Days	100	763	800	763	775	1,138	750	
Summer Camps	1,157	1,991	1,500	504	1,750		0	
Other Programs & Resources	2,556	1,180	1,000	2,019	2,000	500	500	programs, makerspace
Total Programs & Exhibits	7,479	7,567	5,250	5,398	7,375	2,788	3,100	
Total Collection & Programs	26,334	25,839	20,250	18,906	22,375	17,288	18,600	
Communication/Utilities								
Utilities	12,820	13,191	13,000	13,194	13,650	13,000	13,500	Paid to PHRD
Insurance	1,702	1,879	1,700	2,040	4,000	5,500	4,000	Paid to PHRD
Phone/data Communications	1,540	2,002	1,850	1,848	1,850	1,850	1,850	Paid to PHRD
Total Communication/Utilities	16,062	17,072	16,550	17,082	19,500	20,350	19,350	
Maintenance/Repair/Upgrading								
Maintenance	227	200	500	634		250		
COVID						10,000	1,500	
Maintenance-PHRD							500	
Total Maintenance/Repair/Upgrading	227	200	500	634	500	10,250	2,000	
Professional Development								
Board	1,915	1,212	800	1,525	1,000		500	
Staff	1,104	1,378	800	415	800	359	500	
Director	1,366	149	800	964	1,000	468	500	
Total Professional Development	4,385	2,739	2,400	2,904	2,800	827	1,500	
Staff/Volunteer Appreciation	515	323	800	729	600	500	600	
Prof. Development/Volunteer Ap	4,900	3,062	3,200	3,633	3,400	1,327	2,100	
Supplies & Materials								
Birds/Fish	165	327	300	303	300	100	300	
General Office Supplies	4,015	2,782	2,500	2,901	2,500	2,500	2,500	includes bank charges
Photocopying	1,447	1,784	1,200	1,576	1,700	1,200	1,700	Paid to PHRD
Processing Supplies	1,452	1,698	2,000	1,416	1,600	1,600	1,600	For books/magazines
Contracted Services	1,585	2,182	1,000	2,417	1,500	250	500	
Regular Postage	360	255	400	356	400	400	400	
Office Equipment								
Total Supplies & Materials	9,024	9,028	7,400	8,969	8,000	6,050	7,000	
Neerlandia Disbursement	30,964	31,700	33,178	31,701	33,178	33,178	33,178	1383*23.99
Total Cash Expenditures	383,320	384,571	390,887	376,727	359,847	315,455	360,182	

Neerlandia Library Society
4918 50th Street
Neerlandia , Alberta T0G 1R0
(780) 674-5384

	<u>2020</u> <u>Budget</u>	<u>2021</u> <u>Budget</u>
INCOME		
Trac Card Registrations	\$ 1,700.00	\$ 2,000.00
Interest/Fines	\$ 600.00	\$ 900.00
Fundraising Profit	\$ 6,200.00	\$ 6,200.00
GST Rebate	\$ 500.00	\$ 500.00
Alberta Municipal Affairs	\$ 7,442.55	\$ 7,442.55
Per Capita County	\$ 24,258.00	\$ 24,258.00
Donation	\$ 3,000.00	\$ 3,000.00
From Savings	\$ 3,399.45	\$ 8,699.45
	<u>\$ 47,100.00</u>	<u>\$ 53,000.00</u>
EXPENSES		
Collection	\$ 8,000.00	\$ 6,000.00
Library & Office Supplies	\$ 1,000.00	\$ 800.00
Membership/Prof Development	\$ 2,000.00	\$ 2,000.00
Wages	\$ 27,000.00	\$ 38,600.00
Misc/S&H	\$ 1,000.00	\$ 500.00
Community Program Supplies & Expenses	\$ 1,000.00	\$ 1,000.00
Capital Expenses	\$ 5,000.00	\$ 2,000.00
GST Pd Out	\$ 1,000.00	\$ 1,000.00
Accounting/Insurance	\$ 1,100.00	\$ 1,100.00
	<u>\$ 47,100.00</u>	<u>\$ 53,000.00</u>
<hr/> BOOK ALLOTMENTS		
YRL NLS Allotment		\$ 1,500.51
YRL NPCS Allotment		\$ 409.95
NPCS Allotment		<u>\$ 1,000.00</u>
		\$ 2,910.46
NPCS & NLS Wage Agreement		<u>\$ 10,400.00</u>

Barrhead Library Board



REVENUES

	Budget Jan 01, 2020 to Dec 31, 2020	Budget Jan 01, 2021 to Dec 31, 2021	Budget Jan 01, 2022 to Dec 31, 2022	Budget Jan 01, 2023 to Dec 31, 2023
Alberta Municipal Affairs	\$ 58,430.00	\$ 58,430.00	\$ 58,430.00	\$ 58,430.00
Town of Barrhead	\$ 84,437.00	\$ 84,437.00	\$ 84,437.00	\$ 84,437.00
County of Barrhead	\$ 115,950.00	\$ 115,950.00	\$ 115,950.00	\$ 115,950.00
Town & County Utilities	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
School Revenue	\$ 44,964.00	\$ 32,600.00	\$ 32,600.00	\$ 32,600.00
Donation & Fundraising	\$ 19,750.00	\$ 18,450.00	\$ 25,800.00	\$ 25,800.00
Grants	\$ 4,950.00	\$ 16,805.00	\$ 7,750.00	\$ 7,750.00
Operations	\$ 18,666.00	\$ 14,260.00	\$ 18,700.00	\$ 18,700.00
Other Revenue	\$ 1,200.00	\$ 7,750.00	\$ 1,200.00	\$ 1,200.00
TOTAL REVENUE	\$ 359,847.00	\$ 360,182.00	\$ 356,367.00	\$ 356,367.00

EXPENSES

Total Staffing	\$ 258,394.00	\$ 267,354.00	\$ 267,234.00	\$ 267,234.00
Total Professional Development	\$ 3,400.00	\$ 2,100.00	\$ 3,000.00	\$ 3,000.00
Total Administrative Expenses	\$ 1,500.00	\$ 2,000.00	\$ 5,500.00	\$ 5,500.00
Total Communications/Utilities	\$ 19,500.00	\$ 19,350.00	\$ 22,500.00	\$ 22,500.00
Total Programs & Exhibits	\$ 16,375.00	\$ 7,600.00	\$ 16,500.00	\$ 16,500.00
Total Accounting/Legal/Advertising	\$ 4,000.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00
Total Collection & Development	\$ 15,000.00	\$ 15,500.00	\$ 15,000.00	\$ 15,000.00
Total Maintenance/Repairs	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Total Supplies & Materials	\$ 8,000.00	\$ 7,000.00	\$ 8,000.00	\$ 8,000.00
Total Capital Disbursements	\$ -			
Neerlandia Disbursement	\$ 33,178.00	\$ 33,178.00	\$ 33,178.00	\$ 33,178.00
TOTAL EXPENSES	\$ 359,847.00	\$ 360,182.00	\$ 377,012.00	\$ 377,012.00
NET INCOME	\$ -	\$ -	-\$ 20,645.00	-\$ 20,645.00



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Municipal Stimulus Program

1.0 **PURPOSE:**

For Council to re-visit the previously approved construction projects under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs.

2.0 **BACKGROUND AND DISCUSSION:**

During the September 22nd Council Meeting, Council passed the following resolution:

Moved by Cr. Klumph that Council include the Main Street Rehabilitation project and the 45th Street (50-51 Avenue) Rehabilitation – Gravel surface project as the Town of Barrhead's projects under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs with the following budget:

Main Street Rehabilitation project	\$441,249.50
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45 th Street (50 – 51 Avenue) Rehabilitation <u>Gravel surface project</u>	<u>\$234,610.00</u>
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Total	\$675,859.50
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Source of funding:

Municipal Stimulus Program	\$554,302.00
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2020 previously unallocated Municipal Sustainability Initiative Program funding	<u>\$121,557.50</u>
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Total source of funding	\$675,859.50
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(Resolution No. 267-20)

Town Engineers undertook a further review of the budget and discovered that they did not include the complete scope of both projects. As such, they re-submitted a revised budget for our review, the details are as follows:

Project A - Main Street Rehabilitation

Projected cost	429,125.00
Contingency (25%)	107,281.25
Engineering	<u>31,000.00</u>
Total	567,406.25

Project B - 45th Street (50 – 51 Avenue) Rehabilitation – **Gravel Surface**

Projected cost	173,200.00
Contingency (25%)	43,300.00
Geotechnical Investigation	12,500.00
Hydrovac Utilities	2,500.00
Engineering	<u>51,700.00</u>
Total	283,200.00

Project C - 45th Street (50 – 51 Avenue) Rehabilitation – **Asphalt Surface**

Projected cost	208,250.00
Contingency (25%)	52,062.50
Geotechnical Investigation	12,500.00
Hydrovac Utilities	2,500.00
Engineering	<u>51,700.00</u>
Total	327,012.50

As noted in the original Request for Decision report of September 22, 2020, the Town's unallocated funds from the Municipal Sustainability Initiative (M.S.I.) Program amounts to \$978,241.00.

Based on the revised construction budgets, the additional funds required from the Town's unallocated M.S.I.'s balance is \$ 228,572.50; from the original \$121,557.50 to the revised amount of \$350,130.00.

Upon further review of the scope of the projects, Administration is recommending that the asphalt component be incorporated into the 45th street construction project.

Also, during the September 22nd Council Meeting passed the following resolution:

Moved by Cr. Penny that Council enter into a Memorandum of Agreement with Alberta Municipal Affairs as it relates to the Municipal Stimulus Program, as presented.

(Resolution No. 268-20)

There is no need for Council to revisit the resolution in respect to the funding agreement, as the agreement does not have any specific details to the pending construction projects.

3.0 ALTERNATIVES:

3.1 Council rescind Resolution Number 267-20, as it relates to the Town of Barrhead's construction projects under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs.

3.1 (a) Council approves the following construction projects and revised cost, as the Town of Barrhead's project under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs:

Main Street Rehabilitation project	\$567,410.00
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45 th Street (50 – 51 Avenue) Rehabilitation Asphalt surface project	<u>\$327,020.00</u>
--	---------------------

Total	\$894,430.00
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Source of funding:

Municipal Stimulus Program	\$544,300.00
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2020 previously unallocated Municipal Sustainability Initiative Program funding	<u>\$350,130.00</u>
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Total source of funding	\$894,430.00
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3.2 Council instructs Administration to provide additional information to the pending revised construction projects under the Municipal Stimulus Program, as offered by Alberta Municipal Affairs and report back to the next regular Council Meeting.

3.3 Council instructs Administration to revised the construction projects under the Municipal Stimulus Program, as offered by Alberta Municipal Affairs, as directed.

4.0 FINANCIAL IMPLICATIONS:

The total current unallocated Municipal Sustainability amounts to \$978,241.00.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

In conversation with representative from Municipal Affairs the revised budget of the two construction projects, should Council endorse them, is not an issue with their office.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Whenever the Town can take advantage of senior government grants, it always proves to be beneficial.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATIONS:

Council rescind Resolution Number 267-20, as it relates to the Town of Barrhead's construction projects under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs.

- (a) Council approves the following construction projects and revised cost, as the Town of Barrhead's project under the Municipal Stimulus Program, as administered by Alberta Municipal Affairs:

Main Street Rehabilitation project	\$567,410.00
45 th Street (50 – 51 Avenue) Rehabilitation Asphalt surface project	<u>\$327,020.00</u>
Total	\$894,430.00
<u>Source of funding:</u>	
Municipal Stimulus Program	\$544,300.00
2020 previously unallocated Municipal Sustainability Initiative Program funding	<u>\$350,130.00</u>
Total source of funding	\$894,430.00

(Original signed by the CAO)
Edward LeBlanc
CAO



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – 2020 Revised Capital Budget

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services Committee's 2020 Revised Capital Budget.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the revised 2020 Capital Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Schatz that the Revised Fire 2020 Capital Budget be accepted in the amount of \$793,952.00, and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 03-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead Regional Fire Services' revised 2020 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the revised 2020 Capital Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have no net impact to the Town's overall 2020 Capital budget, as funds were in place for the completion of these projects.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted capital budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient capital budget in order to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

8.1 The proposed Barrhead Regional Fire Services' 2020 Revised Capital Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' revised 2020 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES 2020 FIRE CAPITAL BUDGET (Revised)						
2							
3	REVISED - Based on 2019 Actuals						
4	and completion of projects in 2020						
5			2019	APPROVED	REVISED	BUDGET	
6		2019 BUDGET	ACTUAL	2020 BUDGET	2020 BUDGET	CHANGE	COMMENTS
7	FIRE CAPITAL REVENUES						
8	Town of Barrhead Contribution	(120,000)	(42,163.88)	(290,825)	(396,976)	(106,151)	
9	County of Barrhead Contribution	(120,000)	(42,163.88)	(290,825)	(396,976)	(106,151)	
10	TOTAL CAPITAL REVENUES	(240,000)	(84,327.76)	(581,650)	(793,952)	(212,302)	At the end of 2019 Town & County held funds in place for the completion of these projects.
11							
12							
13			2019	APPROVED	REVISED	BUDGET	
14		2019 BUDGET	ACTUAL	2020 BUDGET	2020 BUDGET	CHANGE	
15	FIRE CAPITAL EXPENSES						
16	Command Unit	90,000	83,078.92	-	-	-	2019 Project - completed
17	Rapid Attack Unit	150,000	1,248.84	-	148,752	148,752	Originally to be completed in 2019 but was forwarded from 2019 to complete in 2020
18	New Fire Engine (Originally Deposit to be paid in 2019)	-	-	581,650	645,200	63,550	Deposit of \$ 63,550 was proposed to be paid in 2019 but wasn't paid until 2020. This unit replaces 1999 Freightliner (Eng. 33)
19	TOTAL CAPITAL EXPENSES	240,000	84,327.76	581,650	793,952	212,302	
20							
21							
22							
23							
24							.



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – 2021 Operating Budget

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services Committee's 2021 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the 2021 Operating Budget.

The Committee passed the following motion:

Moved by Cr. Troock that the Barrhead Regional Fire Services proposed 2021 Fire Operating Budget be approved in the amount of \$841,100.00, and be recommended to both the Town Council and County Council for approval, as presented.

(Reference: Resolution No. 06-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the 2021 Barrhead Regional Fire Services' Operating Budget, as revised and recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the proposed 2021 Barrhead Regional Fire Services' Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have a direct impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient operational budget to meet their obligations for the 2021 fiscal year.

8.0 ATTACHMENTS:

8.1 Proposed Barrhead Regional Fire Services 2021 Operating Budget.

9.0 RECOMMENDATIONS:

Council approves the 2021 Barrhead Regional Fire Services' Operating Budget, as revised and recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 OPERATING BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4						
5		2020 BUDGET	2020 PROJECTED	PROPOSED 2021 BUDGET	BUDGET DIFF 2020/2021	<u>2021 COMMENTS</u>
6	FIRE REVENUES					
7	Mutual Aid	(2,000)	(2,000)	(2,500)	(500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2018, 1,000 from 2007 to 2012, prior 500)
8	Revenue from Sale of Air, Misc.	(150)	(150)	(150)	-	Normal 150
9	Fire Fighting/Rescue Services - Other	(2,000)	(500)	(2,000)	-	Other Fire Fighting, Mutual Aid
10	Rescue Services - Prov.	(33,000)	(33,000)	(43,000)	(10,000)	MVA/Rescues, New Rates - 2021
11	Reimbursements (WCB)	(1,000)	(1,000)	(1,000)	-	
12	Fire Fighting Fees - County	(125,000)	(125,000)	(125,000)	-	Fire Fighting/Reponses - costs billed to municipality
13	Guardian/Dispatch - County	(26,765)	(26,765)	(26,500)	265	County portion guardian fees, mileage, dispatch
14	Operational Contrib. - County	(287,745)	(280,010)	(275,740)	12,005	50% remaining deficit - operational costs (lower in 2021)
15	Fire Fighting Fees - Town	(50,000)	(25,000)	(50,000)	-	Fire Fighting/Reponses - costs billed to municipality
16	Dispatch - Town	(9,795)	(9,795)	(9,470)	325	Town portion of dispatch
17	Operational Contrib. - Town	(287,745)	(280,010)	(275,740)	12,005	50% remaining deficit - operational costs (lower in 2021)
18	Ambulance Assists - County	(20,000)	(20,000)	(20,000)	-	
19	Ambulance Assists - Town	(10,000)	(12,000)	(10,000)	-	
20	GRAND TOTAL FIRE REVENUES	(855,200)	(815,230)	(841,100)	14,100	
21						
22						
23						

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 OPERATING BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4						
5		2020 BUDGET	2020 PROJECTED	PROPOSED 2021 BUDGET	BUDGET DIFF 2020/2021	<u>2021 COMMENTS</u>
24	OPERATING EXPENSES					
25	Salaries	245,000	245,000	245,000	-	
26	Fire Fighter Insurance Benefits	670	670	670	-	
27	Local Authorities Pension Plan	26,400	26,000	26,400	-	
28	Canada Pension Plan	11,500	11,800	11,500	-	
29	Employment Insurance	7,100	6,500	7,100	-	
30	AUMA Benefits	19,100	20,700	19,100	-	
31	Workers Compensation	4,800	4,800	4,800	-	
32	Training & Development	35,000	32,000	35,000	-	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)
33	Fire Fighters Salaries	166,700	175,000	176,700	10,000	Fire Fighter Fees, and minimum hours - 150,000, Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$150 = 7,200
34	Guardian Fees - County	6,000	7,000	7,000	1,000	
35	Travel & Subsistence, Mileage	21,000	18,000	7,500	(13,500)	Normal 3,000, AB Fire Chiefs Conv (2) - 4,500
36	Guardian Mileage/Internet - County	7,500	6,000	6,500	(1,000)	
37	Memberships/Conference Fees	4,700	3,000	2,800	(1,900)	Normal - 1,000, AB Fire Chiefs Conv (2) - 1,800
38	Freight	500	500	500	-	
39	Postage	350	350	350	-	
40	Telephone	9,000	9,000	9,000	-	Phones, fax, Internet, cells
41	Advertising/Subscriptions	500	500	500	-	
42	Legal	10,000	500	4,000	(6,000)	

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES					
2	2021 OPERATING BUDGET (Approved)					
3	Approved By Committee: October 22, 2020					
4						
5		2020 BUDGET	2020 PROJECTED	PROPOSED 2021 BUDGET	BUDGET DIFF 2020/2021	<u>2021 COMMENTS</u>
43	Contracted Service - Town Admin	15,000	15,000	15,000	-	
44	Dispatch Contract - Town	9,295	9,295	9,470	175	4579 @ 2.03/capita Jan-Mar, 2.08/capita Apr-Dec 2021
45	Dispatch Contract - County	12,765	12,765	13,000	235	6288 @ 2.03/capita Jan-Mar, 2.08/capita Apr-Dec 2021
46	Equipment Maintenance General	4,000	3,500	4,000	-	
47	IT Equipment Maint. - Hardware, Software	12,000	11,000	11,000	(1,000)	Computer/IT - 2,000, Fire Pro 3,300, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 4,500
48	2015 Hazmat Trailer	500	-	500	-	Normal 500
49	1950 Mercury Fire Truck (Unit 01)	100	-	100	-	Normal 100
50	1999 Freightliner Fire Truck (Unit 03)	3,000	4,500	3,500	500	Normal 3,500
51	2014 Kenworth Water Tender (Unit 05)	2,000	1,000	2,500	500	Normal 2,500
52	2007 Pierce Platform Tower #6	11,500	10,000	12,500	1,000	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000
53	1999 Rescue Truck - R.A.T. (Unit 07)	1,000	1,000	1,500	500	Normal 1,500
54	2011 Command Rescue (Unit 08)	4,000	3,500	5,000	1,000	Normal 5,000
55	2012 Polaris Ranger 6 x 6, trailer (Unit 09)	3,000	1,000	3,700	700	Normal 3,700
56	2019 Dodge (Unit 11)	4,000	2,000	4,000	-	Normal 4,000
57	2014 Dodge 3/4 ton truck - (Unit 12)	4,000	6,500	4,000	-	Normal 4,000
58	2006 Freightliner M2 Truck (Unit 33)	4,500	5,000	5,500	1,000	Normal 4,000, Pump testing 1,500
59	2008 Freightliner Tanker (Unit 34)	4,000	3,000	4,500	500	Normal 4,500
60	Hired Equipment - Town	500	500	500	-	
61	Hired Equipment - County	500	1,000	500	-	
62	Equipment Lease - SCBA	26,150	26,150	26,150	-	SCBA equipment lease
63	Radio License	1,270	1,300	1,300	30	
64	Insurance	25,800	24,000	27,360	1,560	

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 OPERATING BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4						
5		2020 BUDGET	2020 PROJECTED	PROPOSED 2021 BUDGET	BUDGET DIFF 2020/2021	<u>2021 COMMENTS</u>
65	Materials & Supplies General	7,000	7,000	7,000	-	
66	Gasoline/Diesel	21,000	16,000	21,000	-	
67	Rescue Materials & Supplies General	8,000	6,500	7,000	(1,000)	Normal 4,500 Bail out kits 2,500
68	Uniforms	12,000	8,000	10,000	(2,000)	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 5,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 1,000
69	Communication Repairs/Replacement	8,000	1,500	8,000	-	Normal Repairs - 2,500, Replacements - 5,500
70	Air Cylinders/SCBA Packs	9,100	8,000	9,000	(100)	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500
71	Equip. Replacement - Hoses, nozzles, foam	14,000	12,000	12,000	(2,000)	Foam & extinguisher recharge - 6,000 Nozzles & Hoses - 6,000 and foam store build up
72	Equip. Replacement - Turn Out Gear, etc.	40,000	36,000	36,000	(4,000)	Turnout gear (pants, boots, helmets, gloves, etc) - 4,800 per set/per person
73	Fire Prevention Materials & Supplies	3,000	3,000	3,000	-	Normal 3,000
74	Public Safety Materials & Supplies	700	700	700	-	Normal 700
75	Firefighter/Business Appreciation Events	2,400	2,400	2,500	100	Appreciation Meal 800, Thanks to Firefighter Employers 1,700
76	Water - Trucks	4,500	4,000	4,100	(400)	Bulk water for Trucks
77	Personal Prot./Health & Wellness	800	800	800	-	Health & Wellness - 600, Other - 200
78	GRAND TOTAL FIRE EXPENSES	855,200	815,230	841,100	(14,100)	
79						

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 OPERATING BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4						
5		2020 BUDGET	2020 PROJECTED	PROPOSED 2021 BUDGET	BUDGET DIFF 2020/2021	<u>2021 COMMENTS</u>
80		<u>Summary of 2021 Budget Changes over 2020 Budget</u>				
81		Salaries, Benefits, Firefighter Fees, Conference, Travel			(5,400)	
82		Training, Guardians			-	
83		Equipment Maintenance			4,700	
84		Dispatch			410	
85		Rescue Supp, Insurance, Legal, Materials			(13,810)	
86					(14,100)	Overall Budget - Lower



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – 2022 – 2024 Operating Plan

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services Committee's 2022 – 2024 Operating Plan.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the proposed 2022 – 2024 Operating Plan.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Assaf that the Barrhead Regional Fire Services 2022-2024 Proposed Operating Plan be approved in the amounts of:

- 2022 - \$856,540
- 2023 - \$890,020
- 2024 - \$883,160

and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 07-20)

3.0 ALTERNATIVES:

3.1 Council approves the Barrhead Regional Fire Services' proposed 2022 – 2024 Fire Operating Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.

3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the proposed Barrhead Regional Fire Services' 2022

– 2024 Operating Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will not have an impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient operational plan to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

8.1 2022 – 2024 Barrhead Regional Fire Services' proposed Fire Operating Plan.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' proposed 2022 – 2024 Fire Operating Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES 2022 to 2024 OPERATING PLAN (Approved)						
2							
3	Approved By Committee: October 22, 2020						
4							
5		PROPOSED 2022 PLAN	<u>2022 COMMENTS</u>	PROPOSED 2023 PLAN	<u>2023 COMMENTS</u>	PROPOSED 2024 PLAN	<u>2024 COMMENTS</u>
6	OPERATING REVENUES						
7	Mutual Aid	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)
8	Revenue from Sale of Air, Misc.	(150)	Normal 150	(150)	Normal 150	(150)	Normal 150
9	Fire Fighting/Rescue Services - Other	(2,000)	Other Fire Fighting, Mutual Aid	(2,000)	Other Fire Fighting, Mutual Aid	(2,000)	Other Fire Fighting, Mutual Aid
10	Rescue Services - Prov.	(43,000)	MVA/Rescues, New Rates in 2021	(43,000)	MVA/Rescues, New Rates in 2021	(43,000)	MVA/Rescues, New Rates in 2021
11	Reimbursements (WCB)	(1,000)	WCB Rebate	(1,000)	WCB Rebate	(1,000)	WCB Rebate
12	Fire Fighting Fees - County	(125,000)	Fire Fighting/Reponses - costs billed to municipality	(125,000)	Fire Fighting/Reponses - costs billed to municipality	(125,000)	Fire Fighting/Reponses - costs billed to municipality
13	Guardian/Dispatch/Equip. - County	(26,640)	County portion guardian fees, mileage, dispatch	(26,840)	County portion guardian fees, mileage, dispatch	(27,540)	County portion guardian fees, mileage, dispatch
14	Operational Contrib. - County	(283,340)	50% remaining deficit - operational costs	(299,980)	50% remaining deficit - operational costs	(296,200)	50% remaining deficit - operational costs
15	Fire Fighting Fees - Town	(50,000)	Fire Fighting/Reponses - costs billed to municipality	(50,000)	Fire Fighting/Reponses - costs billed to municipality	(50,000)	Fire Fighting/Reponses - costs billed to municipality
16	Dispatch/Equip. - Town	(9,570)	Town portion of dispatch	(9,570)	Town portion of dispatch	(9,570)	Town portion of dispatch
17	Operational Contrib. - Town	(283,340)	50% remaining deficit - operational costs	(299,980)	50% remaining deficit - operational costs	(296,200)	50% remaining deficit - operational costs
18	Ambulance Assists - County	(20,000)		(20,000)		(20,000)	
19	Ambulance Assists - Town	(10,000)		(10,000)		(10,000)	
20	GRAND TOTAL FIRE REVENUES	(856,540)		(890,020)		(883,160)	
21							
22		PROPOSED 2022 PLAN		PROPOSED 2023 PLAN		PROPOSED 2024 PLAN	
23	OPERATING EXPENSES						
24	Salaries	247,450	Inc. 1.0% COLA	249,930	Inc. 1.0% COLA	252,420	Inc. 1.0% COLA
25	Fire Fighter Insurance Benefits	680		680		680	
26	Local Authorities Pension Plan	26,700		27,200		27,800	
27	Canada Pension Plan	11,700		11,900		12,100	
28	Employment Insurance	7,200		7,300		7,400	
29	AUMA Benefits	19,500		19,700		19,900	
30	Workers Compensation	4,900		5,000		5,100	
31	Training & Development	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)
32	Fire Fighters Salaries	179,900	Fire Fighter Fees, and minimum hours - 151,500, (Fire Fighter Fee Pay Schedule increased 1.0%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 20,000, Honorariums Captains - 4 X 12 mths X \$175 = 8,400	181,400	Fire Fighter Fees, and minimum hours - 153,000, (Fire Fighter Fee Pay Schedule increased 1.0%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 20,000, Honorariums Captains - 4 X 12 mths X \$175 = 8,400	182,900	Fire Fighter Fees, and minimum hours - 154,500, (Fire Fighter Fee Pay Schedule increased 1.0%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 20,000, Honorariums Captains - 4 X 12 mths X \$175 = 8,400
33	Guardian Fees - County	7,000		7,200		7,400	
34	Travel & Subsistance, Mileage	7,500	Normal 3,000, 2022 AB Fire Chiefs Conv (2) - 4,500	24,500	Normal 3,000, 2022 AB Fire Chiefs Conv (2) - 4,500, 2022 IFIDIC Travel Chief and 2 firefighters 17,000 (last IFIDIC in 2021)	8,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000
35	Guardian Mileage/Internet - County	6,500		6,500		7,000	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES						
2							
3	Approved By Committee: October 22, 2020						
4							
5		PROPOSED 2022 PLAN	<u>2022 COMMENTS</u>	PROPOSED 2023 PLAN	<u>2023 COMMENTS</u>	PROPOSED 2024 PLAN	<u>2024 COMMENTS</u>
36	Memberships/Conference Fees	2,800	Normal - 1,000, 2022 AB Fire Chiefs Conv (2) - 1,800	5,500	Normal - 1,000, 2023 AB Fire Chiefs Conv (2) - 2,000, 2023 IFIDIC Conf Fee D/C and 2 firefighters members -2,500	3,200	Normal - 1,200, 2024 AB Fire Chiefs Conv (2) - 2,000
37	Freight	500		500		500	
38	Postage	350		350		400	
39	Telephone	9,500	Phones, fax, Internet, cells	10,000	Phones, fax, Internet, cells	10,500	Phones, fax, Internet, cells
40	Advertising/Subscriptions	500		500		500	
41	Legal	4,000		4,000		4,000	
42	Contracted Service - Town Admin	15,000		15,000		15,000	
43	Dispatch Contract - Town	9,570	4579 @ 2.09/capita in 2022	9,570	4579 @ 2.09/capita	9,570	4579 @ 2.09/capita
44	Dispatch Contract - County	13,140	6288 @ 2.09/capita in 2022 (2.03/capita in 2021)	13,140	6288 @ 2.09/capita	13,140	6288 @ 2.09/capita
45	Equipment Maintenance General	4,500		5,000		5,000	
46	IT Equipment Maint. - Hardware, Software	12,000	Computer/IT - 2,000, Fire Pro 3,300, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 5,500	12,000	Computer/IT - 2,000, Fire Pro 3,300, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 5,500	12,000	Computer/IT - 2,000, Fire Pro 3,300, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 5,500
47	2015 Hazmat Trailer	500	Normal 500	500	Normal 500	500	Normal 500
48	1950 Mercury Fire Truck (Unit 01)	100	Normal 100	100	Normal 100	100	Normal 100
49	1999 Freightliner Fire Truck (Unit 03)	3,500	Normal 3,500	3,500	Normal 3,500	3,500	Normal 3,500
50	2014 Kenworth Water Tender (Unit 05)	2,500	Normal 2,500	2,500	Normal 2,500	2,500	Normal 2,500
51	2007 Pierce Platform Tower #6	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000	13,500	Normal 7,000, Pump Test - 1,500, Aerial Testing - 5,000	13,500	Normal 7,000, Pump Test - 1,500, Aerial Testing - 5,000
52	1999 Rescue Truck - R.A.T. (Unit 07)	1,500	Normal 1,500	1,500	Normal 1,500	1,500	Normal 1,500
53	2011 Command Rescue (Unit 08)	5,000	Normal 5,000	5,000	Normal 5,000	5,000	Normal 5,000
54	2012 Polaris Ranger 6 x 6, trailer (Unit 09)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
55	2019 Dodge (Unit 11)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
56	2014 Dodge 3/4 ton truck - (Unit 12)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
57	2006 Freightliner M2 Truck (Unit 33)	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500
58	2008 Freightliner Tanker (Unit 34)	5,000	Normal 5,000	5,000	Normal 5,000	5,000	Normal 5,000
59	Hired Equipment - Town	500		500		500	
60	Hired Equipment - County	500		500		500	
61	Equipment Lease - SCBA	26,150	SCBA equipment lease	26,150	SCBA equipment lease	26,150	SCBA equipment lease
62	Radio License	1,300		1,300		1,300	
63	Insurance	29,000		30,500		32,000	
64	Materials & Supplies General	7,000		7,500		7,500	
65	Gasoline/Diesel	22,000		24,000		25,000	
66	Rescue Materials & Supplies General	7,500	Normal 4,000, Bail out kits 3,500	8,000	Normal 4,500, Bail out kits 3,500	8,000	Normal 4,500, Bail out kits 3,500
67	Uniforms	11,200	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 1,200	11,200	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 1,200	12,200	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 3,000 , Patches, misc 1,200

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES						
2							
3	Approved By Committee: October 22, 2020						
4							
5		PROPOSED 2022 PLAN	<u>2022 COMMENTS</u>	PROPOSED 2023 PLAN	<u>2023 COMMENTS</u>	PROPOSED 2024 PLAN	<u>2024 COMMENTS</u>
68	Communication Repairs/Replacement	8,500	Normal Repairs - 3,000, Replacements - 5,500	8,500	Normal Repairs - 3,000, Replacements - 5,500	9,000	Normal Repairs - 3,500, Replacements - 5,500
69	Air Cylinders/SCBA Packs	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500	9,500	Normal - 3,000 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500	9,500	Normal - 3,000 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500
70	Equip. Replacement - Hoses, nozzles, foam	12,000	Foam & extinguisher recharge - 6,000 Nozzles & Hoses - 6,000 and foam store build up	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up	13,000	Foam & extinguisher recharge - 6,500 Nozzles & Hoses - 6,500 and foam store build up
71	Equip. Replacement - Turn Out Gear, etc.	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 4,800 per set/per person	37,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person	38,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person
72	Fire Prevention Materials & Supplies	3,000	Normal 3,000	3,000	Normal 3,000	3,000	Normal 3,000
73	Public Safety Materials & Supplies	700	Normal 700	700	Normal 700	700	Normal 700
74	Firefighter/Business Appreciation Events	2,800	Appreciation Meal 800, Thanks to Firefighter Employers 2,000	2,800	Appreciation Meal 800, Thanks to Firefighter Employers 2,000	2,800	Appreciation Meal 800, Thanks to Firefighter Employers 2,000
75	Water - Trucks	4,500	Bulk water for Trucks	4,500	Bulk water for Trucks	4,500	Bulk water for Trucks
76	Personal Prot./Health & Wellness	900	Health & Wellness - 600, Other - 300	900	Health & Wellness - 600, Other - 300	900	Health & Wellness - 600, Other - 300
77	GRAND TOTAL FIRE EXPENSES	856,540		890,020		883,160	



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – 2021 Capital Budget

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services Committee's 2021 Capital Budget.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the proposed 2021 Capital Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Schatz that the Barrhead Regional Fire Services Proposed 2021 Capital Budget be accepted in the amount of zero dollars, and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 08-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead Regional Fire Services' proposed 2021 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the proposed 2021 Capital Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have an impact to the Town's overall 2020 Capital budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted capital budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient capital budget in order to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

8.1 The proposed Barrhead Regional Fire Services' 2021 Capital Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' proposed 2021 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 FIRE CAPITAL BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4					BUDGET	
5		REVISED	2020	PROPOSED	DIFF	
6		<u>2020 BUDGET</u>	<u>PROJECTED</u>	<u>2021 BUDGET</u>	<u>2020/2021</u>	<u>COMMENTS</u>
7	FIRE CAPITAL REVENUES					
8	Town of Barrhead Contribution	(396,976)	(396,976.00)	-	396,976	
9	County of Barrhead Contribution	(396,976)	(396,976.00)	-	396,976	
10	TOTAL CAPITAL REVENUES	(793,952)	(793,952.00)	-	793,952	
11						
12					BUDGET	
13		REVISED	2020	PROPOSED	DIFF	
14		<u>2020 BUDGET</u>	<u>PROJECTED</u>	<u>2021 BUDGET</u>	<u>2020/2021</u>	
15	FIRE CAPITAL EXPENSES					
16	Rapid Attack Unit	148,752	148,752.00	-	(148,752)	Complete 2019 project in 2020
17	New Fire Engine (Replace 1999 Freightliner (Eng. 33)	645,200	645,200	-	(645,200)	Complete 2019 project in 2020
18	TOTAL CAPITAL EXPENSES	793,952	793,952.00	-	(793,952)	
19						
20						
21						
22						
23						



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – 2020 Disposal of Assets

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services Committee's 2020 Disposal of Assets.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the revised 2020 Capital Budget.

The Committee passed the following motion:

Moved by Cr. Troock that the Committee approves the request to sell the 2010 Chevrolet Command 2, 1999 Ford Rapid Attack Truck and generator motor in a local auction and should the items be sold that the funds received would be used to reduce the contributions from the Town and County for the 2020 Fire Capital Budget, and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 09-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the recommendation from the Barrhead Regional Fire Services' to dispose the 2010 Chevrolet Command 2, the 1999 Ford Rapid Attack Truck and a generator motor in a local auction and should the items be sold that the funds received would be used to reduce the contributions from the Town and County for the 2020 Regional Fire Capital Budget.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the Disposal of Assets and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Disposal of Assets is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATIONS:

Council approves the recommendation from the Barrhead Regional Fire Services' to dispose the 2010 Chevrolet Command 2, the 1999 Ford Rapid Attack Truck and a generator motor in a local auction and should the items be sold that the funds received would be used to reduce the contributions from the Town and County for the 2020 Regional Fire Capital Budget.

(Original signed by the CAO)
Edward LeBlanc
CAO



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – Emergency Response Centre's 2021 Operating Budget

1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services Committee's Emergency Response Centre's 2021 Operating Budget.

2.0 **BACKGROUND AND DISCUSSION:**

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the Emergency Response Centre's 2021 Operating Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Les Goertz that the Proposed 2021 Emergency Response Centre Operating Budget be approved for the amount of \$50,420.00, and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 12-20)

3.0 **ALTERNATIVES:**

- 3.1 Council approves the Barrhead Regional Fire Services' Emergency Response Centre's 2021 Operating Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the proposed Barrhead Regional Fire Services' Emergency Response Centre's 2021 Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have a direct impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient operational budget to meet their obligations for the 2021 fiscal year.

8.0 ATTACHMENTS:

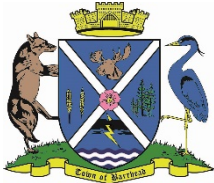
8.1 Proposed revised Barrhead Regional Fire Services' – Emergency Response Centre's 2021 Operating Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' Emergency Response Centre's 2021 Operating Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES					
2	2021 EMERGENCY RESPONSE CENTRE OPERATING BUDGET (Approved)					
3	Approved By Committee: October 22, 2020					
4				PROPOSED	BUDGET	
5		2020	2020	2021	DIFF	
6	<u>ERC OPERATING REVENUES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2020/2021</u>	<u>2021 COMMENTS</u>
7						
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(25,662)	(22,312)	(25,210)	452	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(25,662)	(22,312)	(25,210)	452	
10						
11	TOTAL ERC OPERATING REVENUES	(51,324)	(44,624)	(50,420)	904	
12						
13				PROPOSED	BUDGET	
14		2020	2020	2021	DIFF	
15	<u>ERC OPERATING EXPENDITURES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2020/2021</u>	<u>2021 COMMENTS</u>
16						
17	ERC - BUILDING MAINTENANCE GENERAL	12,000	8,000	10,000	(2,000)	
18	ERC - GROUNDS MAINTENANCE	2,500	2,500	2,500	-	
19	ERC - CUSTODIAL CONTRACT	9,100	9,300	9,300	200	
20	ERC - ALARM LEASE	324	324	320	(4)	
21	ERC - BUILDING & LIABILITY INSURANCE	7,400	7,300	8,500	1,100	Est. 15% - 18% increase in rates
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500	500	1,500	-	
23	ERC - JANITOR/CLEANING SUPPLIES	1,000	500	1,000	-	
24	ERC - TOWN UTILITIES	1,500	1,200	1,300	(200)	
25	ERC - GAS UTILITIES	5,500	5,000	5,500	-	
26	ERC - POWER UTILITIES	10,500	10,000	10,500	-	
27						
28	TOTAL ERC OPERATING EXPENDITURES	51,324	44,624	50,420	(904)	
29						
30						
31						



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services Committee – Emergency Response Centre's 2022 – 2024 Operating Plan

1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services Committee's Emergency Response Centre's 2022 – 2024 Operating Plan.

2.0 **BACKGROUND AND DISCUSSION:**

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the proposed 2022 – 2024 Operating Plan.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Troock that that Proposed Emergency Response Centre 2022-2024 Operating Plan, be approved in the amounts of:

- 2022 - \$51,720
- 2023 - \$53,520
- 2024 - \$54,920

and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 13-20)

3.0 **ALTERNATIVES:**

3.1 Council approves the Barrhead Regional Fire Services' Emergency Response Centre's proposed 2022 – 2024 Fire Operating Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.

- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the proposed Barrhead Regional Fire Services' Emergency Response Centre's 2022 – 2024 Operating Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's recommendation will not have an impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services has a sufficient operational plan to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

- 8.1 Barrhead Regional Fire Services' Emergency Response Centre's proposed 2022 – 2024 Fire Operating Plan.

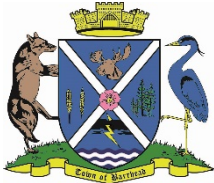
9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' Emergency Response Centre's proposed 2022 – 2024 Fire Operating Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)

Edward LeBlanc
CAO

	A	B	D	E	G	H	J
1	BARRHEAD REGIONAL FIRE SERVICES						
2	2022 to 2024 EMERGENCY RESPONSE CENTRE OPERATING PLAN (Approved)						
3	Approved By Committee: October 22, 2020						
4		PROPOSED		PROPOSED		PROPOSED	
5		2022		2023		2024	
6	<u>ERC OPERATING REVENUES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(25,860)		(26,760)		(27,460)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(25,860)		(26,760)		(27,460)	
10							
11	TOTAL ERC OPERATING REVENUES	(51,720)		(53,520)		(54,920)	
12							
13		PROPOSED		PROPOSED		PROPOSED	
14		2022		2023		2024	
15	<u>ERC OPERATING EXPENDITURES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
16							
17	ERC - BUILDING MAINTENANCE GENERAL	10,000		10,500		10,500	
18	ERC - GROUNDS MAINTENANCE	2,500		2,500		2,500	
19	ERC - CUSTODIAL CONTRACT	9,300		9,500		9,500	
20	ERC - ALARM LEASE	320		320		320	
21	ERC - BUILDING & LIABILITY INSURANCE	9,000		9,500		10,000	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500		1,500		1,700	
23	ERC - JANITOR/CLEANING SUPPLIES	1,100		1,100		1,200	
24	ERC - TOWN UTILITIES	1,500		1,600		1,700	
25	ERC - GAS UTILITIES	5,700		6,000		6,200	
26	ERC - POWER UTILITIES	10,800		11,000		11,300	
27							
28	TOTAL ERC OPERATING EXPENDITURES	51,720		53,520		54,920	
29							
30							
31							



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services' Emergency Response Centre's 2021 Capital Budget.

1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services' Emergency Response Centre's 2021 Capital Budget.

2.0 **BACKGROUND AND DISCUSSION:**

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the proposed Barrhead Regional Fire Services' Emergency Response Centre's 2021 Capital Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Assaf that the Proposed 2021 Emergency Response Centre Capital Budget be approved for the amount of \$15,000.00, and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 14-20)

3.0 **ALTERNATIVES:**

- 3.1 Council approves the Barrhead Regional Fire Services' Emergency Response Centre's proposed 2021 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the Barrhead Regional Fire Services and Emergency Response Centre's proposed 2021 Capital Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial recommendation will not have an impact to the Town's overall 2021 Capital budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Capital Budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

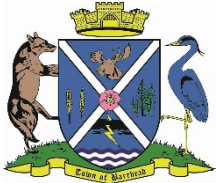
8.1 The proposed Barrhead Regional Fire Services' Emergency Response Centre's 2021 Capital Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' Emergency Response Centre's proposed 2021 Capital Budget, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2021 ERC CAPITAL BUDGET (Approved)					
2						
3	Approved By Committee: October 22, 2020					
4						
5				PROPOSED	BUDGET	
6		2020	2020	2021	DIFF	
7	<u>ERC CAPITAL REVENUES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2020/2021</u>	<u>COMMENTS</u>
8						
9	ERC - Revenue from Own Source	-	-	-	-	
10	ERC - Municipal Contribution (County)	-	-	(7,500)	(7,500)	
11	ERC - Municipal Contribution (Town)	-	-	(7,500)	(7,500)	
12	TOTAL ERC CAPITAL REVENUES	-	-	(15,000)	(15,000)	
13						
14						
15				PROPOSED	BUDGET	
16		2020	2020	2021	DIFF	
17	<u>ERC CAPITAL EXPENDITURES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2020/2021</u>	<u>COMMENTS</u>
18						
19	Flooring Classroom & Hallway, 3 Offices, Changerooms, Foyer	-	-	-	-	
20	Generator Motor	-	-	-	-	
21	On-Site Training Facility	-	-	15,000	15,000	
22	TOTAL ERC CAPITAL EXPENDITURES	-	-	15,000	15,000	
23						
24						
25						
26						
27	.					



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan.

1.0 PURPOSE:

For Council to approve the Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan.

2.0 BACKGROUND AND DISCUSSION:

During the October 22, 2020 Barrhead Regional Fire Services Committee meeting, the Committee reviewed the Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Ivan Kusal that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be accepted as presented and be recommended for approval to both the Town Council and County Council, as presented.

(Reference: Resolution No. 15-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information to the Barrhead Regional Fire Services and Emergency Response Centre's 10 Year Capital Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial recommendation will not have an impact to the Town's overall 2021 Capital budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Capital Budget is limited to the regional Fire Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

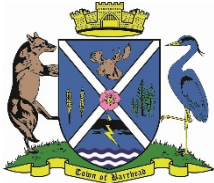
8.1 The proposed Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Fire Services' Emergency Response Centre's 10 Year Capital Plan, as recommended by the Barrhead Regional Fire Services Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

Capital Project Listing											
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
23 Fire & ERC											
2301 Fire											
2301-Fire - 0001 - 2014 Dodge - Command 1 Truck (2023)				100,000							
2301-Fire - 0002 - 2010 GMC - Command 2 Truck (2030)											125,000
2301-Fire - 0003 - 2006 Freightliner - Engine 33 (2025)						800,000					
2301-Fire - 0004 - 1999 Freightliner Fire Engine - Eng. 33 (2040)											800,000
2301-Fire - 0008 - 1999 1 Ton - RAT 1 (2030)											250,000
2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2024)					40,000						
2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2027)								1,750,000			
2301-Fire - 0011 - AFRACS Radios (3)				20,000							
2303-ERC - 0002 - ERC - Training Facility		15,000									
2303-ERC - 0003 - ERC - Flooring Classroom Hallway, 3 Offices, Changerooms, Foyer			22,000								
Total		15,000	22,000	120,000	40,000	800,000		1,750,000			1,175,000



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead & District Regional Landfill Committee – 2021 Tipping Fees

1.0 PURPOSE:

For Council to approve the Barrhead & District Regional Landfill 2021 Tipping fee.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2020 Barrhead & District Regional Landfill Committee meeting, the Committee reviewed the current 2020 tipping fee.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Kleinfeldt that the Barrhead Regional Landfill Committee recommends to both Councils that the tipping fee rates remain the same for the 2021 budget year.

(Reference: Resolution No. 005-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead & District Regional Landfill Committee's recommendation to have the tipping fee rate remain unchanged for the 2021 fiscal year.
- 3.2 Council instructs the Barrhead & District Regional Landfill Committee to provide further information to the proposed 2021 tipping fee rate and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will not have an impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the regional landfill services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead & District Regional Landfill has a sufficient operational plan to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District Regional Landfill Committee's recommendation to have the tippage fee rate remain unchanged for the 2021 fiscal year.

(Original signed by the CAO)
Edward LeBlanc
CAO



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead & District Regional Landfill Committee – 2021 Operating Budget

1.0 PURPOSE:

For Council to approve the Barrhead & District Regional Landfill Committee's 2021 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2020 Barrhead & District Regional Landfill Committee meeting, the Committee reviewed the 2021 Operating Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Lane that the Committee recommends to both Councils the approval of the 2021 Landfill Operating Budget with expenditures in the amount of \$241,340.00, with each municipality contributing \$68,340.00, as presented.

(Reference: Resolution No. 006-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the 2021 Barrhead & District Regional Landfill Operating Budget, as recommended by the Barrhead & District Regional Landfill Committee, as presented.
- 3.2 Council instructs the Barrhead & District Regional Landfill Committee to provide further information to the proposed 2021 Barrhead & District Regional Landfill's Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have a direct impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the Regional Landfill Operations Department services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead & District Regional Landfill Department has a sufficient operational budget to meet their obligations for the 2021 fiscal year.

8.0 ATTACHMENTS:

8.1 Proposed Barrhead & District Regional Landfill Committee's 2021 Operating Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District Regional Landfill 2021 Operating Budget, as recommended by the Barrhead & District Regional Landfill Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	F
1	BARRHEAD REGIONAL LANDFILL 2021 OPERATING BUDGET (APPROVED)				
2					
3	Approved By Committee: October 26, 2020			PROPOSED	
4		2020	2020	2021	
5		<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	
6	<u>OPERATING REVENUES</u>				<u>2021 COMMENTS</u>
7	LANDFILL - TIPPING FEES	(100,000)	(90,000)	(100,000)	
8	LANDFILL - RECYCLE/OTHER REVENUES	(6,000)	(4,600)	(4,660)	Electronic 2,500, Roundup 1,900, Paint Recycling - 260
9	LANDFILL - MUNICIPAL GRANT (TOWN)	(73,745)	(74,875)	(68,340)	
10	LANDFILL - MUNICIPAL GRANT (COUNTY)	<u>(73,745)</u>	<u>(74,875)</u>	<u>(68,340)</u>	
11	TOTAL LANDFILL OPERATING REVENUES	(253,490)	(244,350)	(241,340)	
12					
13		2020	2020	2021	
14	<u>OPERATING EXPENDITURES</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2021 COMMENTS</u>
15					
16	LANDFILL - SALARIES	94,000	94,000	94,000	Includes Casual 8 months in 2021
17	LANDFILL - LOCAL AUTHORITIES PENSION	5,900	5,000	5,900	
18	LANDFILL - CANADA PENSION PLAN	4,340	4,400	4,340	
19	LANDFILL - EMPLOYMENT INSURANCE	1,780	1,800	1,780	
20	LANDFILL - AUMA BENEFITS	2,920	2,900	2,920	
21	LANDFILL - WORKERS COMPENSATION	1,000	1,000	1,000	
22	LANDFILL - TRAINING & DEVELOPMENT	1,100	600	1,100	
23	LANDFILL - TRAVEL & SUBSISTANCE	3,000	500	3,000	Normal 1,000, Committee 2,000
24	LANDFILL - MEMBERSHIPS	750	600	800	AB Care Membership - 300, SWANA - 500
25	LANDFILL - TELEPHONE	1,500	1,750	1,800	
26	LANDFILL - ADVERTISING	1,000	500	1,000	
27	LANDFILL - CONSULTING SERVICES	24,000	24,000	16,000	Normal 16,000 Groundwater Monitoring & Reporting (In 2020, 8,000 Waste Surface Survey - Remaining Air Space)
28	LANDFILL - BUILDING MAINT.	4,500	4,500	2,000	Normal 2,000 (Furnace 3,000 in 2020)

	A	B	C	D	F
1	BARRHEAD REGIONAL LANDFILL 2021 OPERATING BUDGET (APPROVED)				
2					
3	Approved By Committee: October 26, 2020			PROPOSED	
4		2020	2020	2021	
5		<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	
29	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500	2,000	2,500	
30	LANDFILL - 2005 CAT TRACK LOADER	13,000	12,000	14,000	Normal - 10,000, Additional Repairs - 4,000
31	LANDFILL - USED 1/2 TON TRUCK	5,300	4,000	2,000	Normal - 2,000 (Tidy Tank 2,800 in 2020)
32	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	43,500	43,000	43,500	Landfill Cover 43,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 500
33	LANDFILL - INSURANCE	5,000	4,900	5,500	
34	LANDFILL - MATERIALS & SUPPLIES	9,000	8,500	9,000	Normal 3,500, Gravel 5,500
35	LANDFILL - TOXIC ROUNDUP	6,300	5,500	6,000	
36	LANDFILL - GASOLINE & DIESEL	19,000	19,000	19,000	
37	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	800	800	800	
38	LANDFILL - GAS UTILITIES	1,400	1,200	1,400	
39	LANDFILL - POWER UTILITIES	<u>1,900</u>	<u>1,900</u>	<u>2,000</u>	
40	TOTAL LANDFILL OPERATING EXPENDITURES	253,490	244,350	241,340	
41					
42					
43					
44					
45					.



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead & District Regional Landfill Committee – 2022 – 2024 Operating Plan

1.0 PURPOSE:

For Council to approve the Barrhead & District Regional Landfill Committee's 2022 – 2024 Operating Plan.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2020 Barrhead & District Regional Landfill Barrhead Committee meeting, the Committee reviewed the proposed 2022 – 2024 Operating Plan.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Kleinfeldt that the Committee recommends to both Councils the approval of the 2022 Landfill Operating Plan with expenditures in the amount of \$242,300.00, the 2023 Landfill Operating Plan with expenditures in the amount of \$250,200.00 and the 2024 Landfill Operating Plan with expenditures in the amount of \$253,300.00, as presented.

(Reference: Resolution No. 007-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead & District Regional Landfill Committee's proposed 2022 – 2024 Operating Plan, as recommended by the Barrhead & District Regional Landfill Committee, as presented.
- 3.2 Council instructs the Barrhead & District Regional Landfill Committee to provide further information to the proposed Barrhead & District Regional Landfill Committee's 2022 – 2024 Operating Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will not have an impact to the Town's overall 2021 operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budget is limited to the Regional Landfill services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead & District Regional Landfill has a sufficient operational plan to meet their obligations and responsibilities moving forward.

8.0 ATTACHMENTS:

8.1 2022 – 2024 Barrhead & District Regional Landfill Committee's proposed Fire Operating Plan.

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District Regional Landfill Committee's proposed 2022 – 2024 Operating Plan, as recommended by the Barrhead & District Regional Landfill Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2022 TO 2024 OPERATING PLAN (APPROVED)						
2							
3	Approved By Committee: October 26, 2020						
4		PROPOSED		PROPOSED		PROPOSED	
5		2022		2023		2024	
6		PLAN	2022 COMMENTS	PLAN	2023 COMMENTS	PLAN	2024 COMMENTS
7	OPERATING REVENUES						
8	LANDFILL - TIPPING FEES	(110,000)		(110,000)		(115,000)	
9	LANDFILL - RECYCLE/OTHER REVENUES	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300	(4,800)	Electronic 2,500, Roundup 2,000, Paint Recycling - 300
10	LANDFILL - MUNICIPAL GRANT (TOWN)	(63,750)		(67,700)		(66,750)	
11	LANDFILL - MUNICIPAL GRANT (COUNTY)	(63,750)		(67,700)		(66,750)	
12	TOTAL LANDFILL OPERATING REVENUES	(242,300)		(250,200)		(253,300)	
13							
14		PROPOSED		PROPOSED		PROPOSED	
15		2022		2023		2024	
16	OPERATING EXPENDITURES	PLAN	2022 COMMENTS	PLAN	2023 COMMENTS	PLAN	2024 COMMENTS
17	LANDFILL - SALARIES	94,500	Includes 1% increase and Casual - 8 mths	100,000	Includes 1% increase and Casual - 9 mths	101,000	Includes 1% increase and Casual - 9 mths
18	LANDFILL - LOCAL AUTHORITIES PENSION	6,000		6,100		6,300	
19	LANDFILL - CANADA PENSION PLAN	4,400		4,700		5,000	
20	LANDFILL - EMPLOYMENT INSURANCE	1,800		1,900		2,000	
21	LANDFILL - AUMA BENEFITS	3,000		3,200		3,500	
22	LANDFILL - WORKERS COMPENSATION	1,100		1,200		1,300	
23	LANDFILL - TRAINING & DEVELOPMENT	1,100		1,100		1,100	
24	LANDFILL - TRAVEL & SUBSISTANCE	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000
25	LANDFILL - MEMBERSHIPS	800	AB Care Membership - 300, SWANA - 500	800	AB Care Membership - 300, SWANA - 500	800	AB Care Membership - 300, SWANA - 500
26	LANDFILL - TELEPHONE	1,900		2,000		2,100	
27	LANDFILL - ADVERTISING	1,000		1,000		1,000	
28	LANDFILL - CONSULTING SERVICES	17,000	Normal 17,000 Groundwater Monitoring & Reporting	17,000	Normal 17,000 Groundwater Monitoring & Reporting	17,000	Normal 17,000 Groundwater Monitoring & Reporting
29	LANDFILL - BUILDING MAINT.	2,000	Normal 2,000	2,500	Normal 2,500	2,500	Normal 2,500

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2022 TO 2024 OPERATING PLAN (APPROVED)						
2							
3	Approved By Committee: October 26, 2020						
4		PROPOSED		PROPOSED		PROPOSED	
5		2022		2023		2024	
6		PLAN	2022 COMMENTS	PLAN	2023 COMMENTS	PLAN	2024 COMMENTS
30	LANDFILL - COMPACTOR 816F2 MAINTENANCE	3,000		3,000		3,000	
31	LANDFILL - 2005 CAT TRACK LOADER	10,000	Normal - 10,000	10,000	Normal - 10,000	10,000	Normal - 10,000
32	LANDFILL - USED 1/2 TON TRUCK	2,000	Normal - 2,000	2,000	Normal - 2,000	2,000	Normal - 2,000
33	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	44,500	Landfill Cover 44,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 500	44,500	Landfill Cover 44,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 500	44,500	Landfill Cover 44,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 500
34	LANDFILL - INSURANCE	5,800		6,100		6,400	
35	LANDFILL - MATERIALS & SUPPLIES	9,500	Normal 4,000, Gravel 5,500	9,500	Normal 4,000, Gravel 5,500	9,500	Normal 4,000, Gravel 5,500
36	LANDFILL - TOXIC ROUNDUP	6,500		6,500		6,500	
37	LANDFILL - GASOLINE & DIESEL	19,000		19,500		20,000	
38	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	800		800		800	
39	LANDFILL - GAS UTILITIES	1,500		1,600		1,700	
40	LANDFILL - POWER UTILITIES	2,100		2,200		2,300	
41	TOTAL LANDFILL OPERATING EXPENDITURES	242,300		250,200		253,300	
42							
43							
44							
45							
46							
47							



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead & District Regional Landfill Committee – 2021 Capital Budget

1.0 PURPOSE:

For Council to approve the Barrhead & District Regional Landfill Committee's 2021 Capital Budget.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2020 Barrhead & District Regional Landfill Committee meeting, the Committee reviewed the proposed 2021 Capital Budget.

After the presentation by Administration and some deliberation, the Committee passed the following motion:

Moved by Cr. Penny that the Committee recommends to both Councils the approval of the 2021 Landfill Capital Budget with expenditures in the amount of \$18,000.00, with each municipality contributing \$9,000.00, as presented.

(Reference: Resolution No. 008-20)

3.0 ALTERNATIVES:

3.1 Council approves the Barrhead & District Regional Landfill Committee's proposed 2021 Capital Budget, as recommended by the Barrhead & District Regional Landfill Committee, as presented.

3.2 Council instructs the Barrhead & District Regional Landfill Committee to provide further information to the proposed 2021 Capital Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have no impact to the Town's overall 2021 Capital budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted capital budget is limited to the Regional Landfill services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

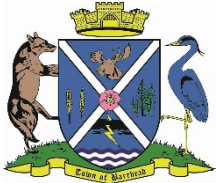
8.1 The proposed Barrhead & District Regional Landfill Committee's 2021 Capital Budget.

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District Regional Landfill Committee's proposed 2021 Capital Budget, as recommended by the Barrhead & District Regional Landfill Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E	F
1	BARRHEAD REGIONAL LANDFILL 2021 LANDFILL CAPITAL BUDGET (APPROVED)					
2						
3	Approved By Committee: October 26, 2020					
4					BUDGET	
5		2020	2020	PROPOSED	DIFF	
6	<u>LANDFILL CAPITAL REVENUES</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>2021 BUDGET</u>	<u>2020/2021</u>	<u>COMMENTS</u>
7	LANDFILL - MUNICIPAL CONTRIBUTION (TOWN)	-	-	(9,000)	(9,000)	
8	LANDFILL - MUNICIPAL CONTRIBUTION (COUNTY)	-	-	(9,000)	(9,000)	
9	TOTAL LANDFILL CAPITAL REVENUES	-	-	(18,000)	(18,000)	
10						
11					BUDGET	
12		2020	2020	PROPOSED	DIFF	
13	<u>LANDFILL CAPITAL EXPENDITURES</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>2021 BUDGET</u>	<u>2020/2021</u>	<u>COMMENTS</u>
14	CAMERAS/SECURITY SYSTEM	-	-	18,000	18,000	
15	TOTAL LANDFILL CAPITAL EXPENDITURES	-	-	18,000	18,000	
16						
17						
18						
19						
20						



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Barrhead & District Regional Landfill Committee's 10 Year Capital Plan

1.0 PURPOSE:

For Council to approve the Barrhead & District Regional Landfill Committee's 10 Year Capital Plan.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2020 Barrhead & District Regional Landfill Committee meeting, the Committee reviewed the proposed Barrhead & District Regional Landfill Committee's 10 Year Capital Plan.

After the presentation by Administration and some deliberation, the Committee revised the proposed 10 Capital Plan by identifying the anticipated replacement year for a number of capital items and passed the following motion:

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

(Reference: Resolution No. 009-20)

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead & District Regional Landfill Committee's proposed 10 Year Capital Plan, as recommended by the Barrhead & District Regional Landfill Committee, as presented.
- 3.2 Council instructs the Barrhead & District Regional Landfill Committee to provide further information to the Barrhead & District Regional Landfill Committee's proposed 10 Year Capital Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial recommendation will not have an impact to the Town's overall 2021 Capital budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Capital Plan is limited to the Regional Landfill services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 The proposed Barrhead & District Regional Landfill Committee's 10 Year Capital Plan.

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District Regional Landfill Committee's proposed 10 Year Capital Plan, as recommended by the Barrhead & District Regional Landfill Committee, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Town Slogan

1.0 PURPOSE:

For Council to review the brand slogan, “Grow Your Own Way”.

2.0 BACKGROUND AND DISCUSSION:

In 2019, the Town of Barrhead participated in a rebranding effort with final branding accepted by Town Council in early 2020.

As part of the rebranding effort a new logo, typeset, colours, pattern elements, and slogan were created for the Town with defined use for each alone and in combination.

Currently, our Communication’s Department has commenced use of all elements except the “Grow Your Own Way” slogan, as there continues to be uncertainty surrounding the slogan.

According to the Miriam Webster dictionary, a slogan is a “word or phrase that is easy to remember and used by a group or business to attract attention.” It is also defined as “a brief attention-getting phrase used in advertising or promotion.”

Researching successful municipal slogans, it has been determined that they must:

- be succinct & clear – briefly and clearly expressed, making it easy to remember, and avoid people asking what the slogan even means
- be effective – they allude to a unique quality or benefit (i.e., Las Vegas – “What Happens in Vegas, Stays in Vegas”)
- be believable – you must be able to prove what the slogan alludes to is true – (i.e., Rocky Mountain House – “Where Adventure Begins”)

There has been some concern around the “Grow Your Own Way” slogan. Comments received suggest that it could be interpreted as growing marijuana, or not even alluding to any unique quality, requiring an explanation of what it truly

means. Not everyone knows about our distinctive qualities. Having a brand slogan that must be “explained” to be “understood” does not reflect a successful brand.

Once Council provides Administration with some direction, Administration will return to Council with a report in respect to the Town’s new logo and its various applications.

3.0 ALTERNATIVES:

- 3.1 Council instructs Administration to remove any use of a brand slogan when promoting the Town of Barrhead.
- 3.2 Council approves the use of the brand slogan “Grow Your Own Way”.
- 3.3 Council instructs Administration to present new branding suggestions at a future Council meeting.

4.0 FINANCIAL IMPLICATIONS:

None unless instructed to engage Ion for further suggestions.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Presenting a brand that is unclear and does not present an immediate “wow” factor may encourage criticism and confusion.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATIONS:

Council instructs Administration to remove any use of a brand slogan when promoting the Town of Barrhead.

(Original signed by the CAO)
Edward LeBlanc
CAO



C.A.O Report

To: Town Council

Date: November 10, 2020

Re: November 10, 2020

Administrative Services:

- As a result of the October 17th Strategic Planning Session, I reviewed the findings with the Facilitator and we will incorporate any initiatives not previously achieved from the 2018 Strategy Plan into one document for Council's consideration.
- Attended the October 22nd Regional Fire Committee Meeting
- Attended the October 26th Regional Landfill Committee
- As a result of an inquiry during Council's October 27th Organizational Meeting, it was confirmed that the Voting Membership for the Barrhead Regional Airport Committee consists of:
 - A maximum of two (2) Elected Officials of the County of Barrhead No. 11, and
 - A maximum of two (2) Elected Officials of the Town of Barrhead, and
 - A maximum of two (2) public members at large who are leaseholders of a hangar plot at the Barrhead Industrial Airport.

General Administration:

- The Accounting Department is completing the 2021 budget draft with the Budget Binders being available to Council early next week.

- Virtual Town Hall
 - has 56 registered users (over 4-month period)
 - some basic assessment/tax data, business license data, available without being a registered use

- Utilities – 427 accounts are on the Preauthorized Payment Plan out of 1,910 accounts (22%)

- Property Taxes – 494 accounts are on the Preauthorized Payment Plan out of 1,970 taxable properties (25%)

- After the September 30, 2020 property tax payment due date only 3.96% remains outstanding (excluding properties on the Preauthorized Payment Plan)

Communication Services:

- Accomplished
 - Testing various marketing & copywriting methods on published social and web content to determine what is bringing our site hits and attention
 - Masking Bylaw information
 - Shared via website and Facebook
 - Release of the Dog Park video was postponed until temperatures dropped, when people tend to become complacent picking up dog droppings
 - 3,200 people reach
 - 372 post clicks and 176 reactions – by far this post has had the most reach and engagement
 - 41 total comments – 29 from shares
 - 18 total shares
 - 69 likes, 39 laughs, 9 loves
 - Location Reach: Alberta, Ontario, BC, Saskatchewan, Manitoba, Tennessee, Alaska, Colorado, and Washington.
 - A selection of comments:
 - “Wow Town of Barrhead (crying laughing face)”
 - “Seriously Hilarious.”
 - “I Hope this gets the message across!”
 - “Love it!!”
 - “This is some funny stuff, Barrhead!! (Crying laughing face, and thumbs up)
 - “OMG LOL this is awesome”

- “This is awesome!!!!”
 - “That’s right, put those snickers in a bag”
 - “Lawn sausage! Hahahahaha”
 - “Great video! Good job Town of Barrhead! (Clap). It’s hard to believe that people require a video to remind them to pick up after their pet.” –
 - “Oh my goodness!!!! Fantastic info vid, spectacular voice over and acting.”
 - “If Aaron can do it, you can too!!!!”
 - “Great video!!”
 - “Love it. Now to get people to do it.”
 - “Had a thesaurus, eh? LOL. Great vid (crying laughing face)” –
 - “Awesome vide! Thank you!”
 - “This is great!!”
- Continue reviewing Parks & Rec. videos for content – Parks & Rec. team have implemented content changes which have had a positive effect on channel analytics, views and watch time have increased.
 - Halloween message posted online and shared via BARCC Connect
 - Supported provincial message – healthy trick-or-treating
 - Poppy campaign awareness post on Facebook
 - Help boost Legion’s lagging 2020 Remembrance Day revenue
 - Completion of November/December Newsletter
 - Feature: “Masking Bylaw Explained”
 - Reminder of 6% tax penalty
 - Removing obstructions (i.e., Gutter mats/driveway ramps) from roads during winter months
 - Private swim lessons
 - How to observe Remembrance Day in 2020
 - Christmas events downtown
 - FCSS Holiday programs
 - Holiday Town closures
- Works in Progress
- Facilitating conversations & planning with MSM & Chamber of Commerce regarding main street Christmas decorations update
 - Cost presented to Council was inaccurate
 - Swags for blue heron poles closer to \$9000.00

- Shooting star lights \$9000.00
- Total Cost for two items not including the Christmas tree is calculated at \$18,000
- Decision has been made to postpone upgrades to 2021
- Allow more time for planning & sourcing
- Allow MSM & Chamber to review items & pricing – develop ideas for alternatives or a new request
- Continue to monitor urban, rural, provincial and federal press releases and news conferences for information that may affect or influence our municipal operations, local businesses, and residents
 - Remembrance Day Message
 - Christmas Message

Enforcement Services:

- The Department currently has 35 open file under review/investigation:
 - Bylaw issues: 2 files
 - Animal Control matters/miscellaneous: 0 files
 - Traffic Enforcement(speeding, school zone speeding, distracted driving, fail to obey stop sign): 33 files
- Our Community Peace Officer is working with our Communication Department to remind our residents of their responsibilities relating to clearing sidewalks after a snow fall.

Legislative and Development Services:

- Working with residents on development inquiries
- Continue to move forward with working with Alberta Transportation in respect to the Town owned property along Highway 33.
- Processing development permits
- Working with Consultant to amend the Town Area Structure Plan for the Town's 14-acre property
- Working on amendments to our Fire Services Bylaw
- Ongoing mapping requests for Town municipal departments.

Fire Protection Services:

- Incidents from October 1 – October 31, 2020
 - Fires – 4
 - Vehicle Collisions - 4
 - Rescue - 1
 - Ambulance Assist – 19

- Public Service - 3
- Alarms – 14

Total of 45 calls which represented a total of 356.0 firefighter hours

➤ Training:

- Started NFPA 1051 wildland firefighter
- Started NFPA 1021 level 2 fire officer
- Evaluated Westlock NFPA 1002 pumper operator and driver
- NFPA 1001 level 1 and 1002 driver all our students were successful in their testing.
- C-can welding and metal work completed for this year. All objectives for the prop were completed for 2020.
- Use of the C-can prop with window rescues and bail out simulation.
- Narcan injection training

➤ Other

- Assisted local Co-op with traffic control for Halloween event
- Members conducted community drive through for Halloween evening
- New wildland truck, all accessories and deck have been moved over from old unit. Awaiting lights and siren in November.
- New engine still in production at Fort Gary, possible December delivery.

- Memberships is at 41, 38 members responding with 7 new recruits. The Department has one extra member. The member is waiting to be inserted into the ranks once an existing member leaves our community in December.

Recreation Services:

➤ Operational:

- Removal of brush, grass, and dead trees from the boardwalk site.
- Opened the Aquatics Centre for early morning lane and leisure swim.
- Private swim lessons starting this month.
- Cleaning up, landscaping around Ball Diamonds # 4 and the big diamond, both adjacent to the Dog Park.
- Fire Department is planning to visit the Beaver Brook ravine to clear out some dead fall and cut some dead trees down.
- Handed out 287 candy bags to children and youth for Halloween.
- Playground repairs later this month

- Continue to do minor maintenance at cemetery, Rotary Campground as well as continuing with playground repairs.

➤ Capital:

- Placed picnic tables and bench's in greenspace Barr Manor, Cecil Martin Park and Paddle River trail site (old boardwalk site)

➤ Special Events:

- Planning on what if anything we can do for first night celebrations.

Transportation Services:

➤ Operational:

- Completed cleaning storm sewer drainage and the south snow dump area
- Completed repair and extend culvert on 46th avenue lane way.
- Completed the required ditching and grading lanes for the season.
- Staff close to completing winterize hydrants.
- Fall sweeping program is near completion.
- Culvert repairs and replacement completed for the season.
- Major water break near the Water Plant to provide water to MacGill Estate has been repaired.

(original report signed by the C.A.O.)
Edward LeBlanc - C.A.O.

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of October 27, 2020

Resolution Number	Resolution	Comments	Status
	<u>October 27, 2020 Council Meeting</u>		
315-20	Moved by Cr. Klumph that Council receives the correspondence from Blue Heron Support Services Association dated October 8, 2020, requesting that the Town of Barrhead consider closing the street and provide barricades for the 2021 Farmers' Market, as information and directs Administration to prepare a report and to present it at a future Council Meeting.	Administration should be in a position to provide a report to Council by the November 24th Council Meeting.	In progress
318-20	Moved by Cr. Kluin that Council accept the letter from Ms. Sandra McBeth dated October 15, 2020 requesting that the Town of Barrhead consider the undertaking of the care and maintenance of the All Saints Ukrainian Orthodox Church Cemetery, as information and to forward the matter to Administration to be discussed further during the 2021 budget deliberation meetings.	Discussion will take place during the November 16th Budget Meeting.	Completed
	<u>October 13, 2020 Council Meeting</u>		
281-20	Moved by Cr. Penny that Council set a budget of \$15,500.00 on upgrading the existing Christmas lights with the Town, provided Administration is satisfied with the purchase and the warranty and it be funded from the Tourist/Decoration Reserve	Due to the confirmation of unit prices , unable to complete the scope of the work within the approved budget. Only able to address 2/3 of the project and being approx. 20% over budget. Chamber of Commerce and Main Street Merchants will have to re-visit the project.	Direction of Council has been addressed
284-20	Moved by Cr. Klumph that Council enter into a Memorandum of Agreement with Alberta Municipal Affairs as it relates to the Municipal Operating Support Transfer Program.	Endorsed Agreement was forward to Municipal Affairs on October 27th.	Completed
286-20	Moved by Cr. Smith that Administration draft a Bylaw regarding the requirement of face coverings within the Town of Barrhead and bring back to Council for consideration.	Council passed the Masking Bylaw during the October 27th Council Meeting. (Resolution NO. 314-20)	Completed
293-20	Moved by Cr. Assaf that Council denies the request from the Barrhead Old Vet's Hockey Club, requesting the ability to cancel scheduled rink time reservations without penalty.		Completed
294-20	Moved by Cr. Klumph that Council accept the request from the Barrhead & District Family & Community Support Services requesting the additional \$15,000.00 previous provided to the Society be re-allocated to the Community Thrive Program and the Community Youth Program.	Administration advised Barrhead FCSS accordingly.	Completed
	<u>September 22, 2020 Council Meeting</u>		

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of October 27, 2020

Resolution Number	Resolution	Comments	Status
269-20	Moved by Cr. Kluin to instruct Administration to research the potential permanent closure of 43rd Street between 51st and 52 Avenues and report back to Council.	Administration should be in a position to provide a report to Council by the November 24th Council Meeting.	In Progress
	<u>August 11, 2020 Council Meeting</u>		
237-20	Moved by Cr. Klein to instruct Administration to prepare a sales agreement for a 3-acre parcel of Town land located at SE29-59-3-5.	Draft agreement has been prepared and shared with the pending purchaser.	In Progress
	<u>June 23, 2020 Council Meeting</u>		
183-20	Moved by Mayor McKenzie to direct Administration to respond to the letter from the Town of Edson, dated May 25, 2020, inviting the Town of Barrhead to participate into the Northwest Alberta Electric Vehicle Charging Network by advising them that the Town of Barrhead has alternative thoughts and that Administration will bring back further information to Council.	Notification was provided to the Town of Edson. Administration is waiting for some additional information in order to complete the requested report to Council.	In Progress
	<u>April 14, 2020 Council Meeting</u>		
125-20	Moved by Cr. Klumph that Council postpone the Public Hearing for Bylaw 03-2020, the Land Use Amendment Bylaw and that the date be determined at a future time.	Public Hearing was delayed due to COVID-19.	Pending
	<u>March 24, 2020 Council Meeting</u>		
103-20	Moved by Cr. Klumph that the Public Hearing for Bylaw 02-2020, the Barrhead Intermunicipal Development Plan Bylaw be postponed and the date to be determined at a future time.	The Public Hearing was held on October 27th in the Charles Goberson Rotary Room at the Agrena. (Reference: Resolution No. 265-20). No comments from the general public.	Completed.
	<u>January 14, 2020 Council Meeting</u>		
003-20	Moved by Cr. Klumph that Administration investigate a policy stating that a service agreement must be in place before utility service connections are approved outside Town boundaries.	Policy will be part of the pending IDP with the County of Barrhead.	In Progress
	<u>November 26, 2019 Council Meeting</u>		
401-19	Moved by Cr. Assaf that Council accepts the proposal submitted by Associated Engineering Alberta Ltd. dated November 15, 2019 to complete the required detail design and contract specifications up to the tender ready phase for the proposed reservoir pump station upgrades in the amount of \$218,000.00 (GST excluded).	Required documents are finalized but due to the lateness of the year, Administration will tender the project in January, 2021.	In Progress

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of October 27, 2020

Resolution Number	Resolution	Comments	Status
	<u>November 12, 2019 Council Meeting</u>		
382-19	Moved by Cr. Assaf that Council move forward on the +/- 3 acre parcel subdivision of Town land in the SE-29-59-03-5.	Subdivision application was conditional approved on March 27, 2020. Next step is to prepare the required survey of the new lot. Waiting for more information before the Town can proceed.	In Progress
	<u>September 15, 2019 Special Council Meeting</u>		
330-19	Council accepts the recommendation from the Barrhead Regional Fire Services Committee to purchase a new fire unit from Fort Garry Fire Trucks at a cost of \$635,497.00 to be funded by the 2020 Municipal Sustainability Capital Grant.	Anticipate a visit to the Manufacturing Plant sometime in December with delivery of the unit shortly thereafter.	In Progress
	<u>October 8, 2019 Council Meeting</u>		
315-19	Moved by Cr. Assaf that Council accept the presentation of ION Brand Design as information and that Council approve Creative Direction #3 Moving Forward.	Administration will revisit the Town logo and tag line with Council.	In Progress
	<u>September 10, 2019 Council Meeting</u>		
293-19	Moved by Cr. Klumph that Council approve the following five installation locations for Solar Pathway Lights: a) 2 in the Off-Leash Dog Park b) 1 near the baseball storage unit and the old concession in the Sportsgrounds c) 2 on the walkway in Barr Manor	As a result of some feedback from adjacent landowners, the scope of the project has been re-visited by staff. Anticipate the construction to be completed by the week of October 12th.	In Progress
	<u>July 9, 2019 Council Meeting</u>		
232-19	Moved by Cr. Assaf that Council donate the old traffic lights to the Chamber of Commerce and Mainstreet Merchants for a fundraising event.	Once the Town is approached by the two organizations, the lights will be delivered to them. Currently the lights are in storage.	Pending
	<u>May 14, 2019 Council Meeting</u>		
145-19	Moved by Cr. Klumph that Council award the Wastewater Lagoon System Upgrades Project to Chandos Construction Ltd. in the amount of \$947,000.00 + GST and that Administration forward a Notice of Award letter to Chandos Construction Ltd.	In accordance to a recent update from our engineers, the target date for the completion of the project is now set for sometime in December.	In Progress

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of October 27, 2020

Resolution Number	Resolution	Comments	Status
154-19	Moved by Mayor McKenzie that Council adds the Agrena upstairs office space to the existing lease agreement of Fit for Motion, based on the existing cost per square foot rate, while doing the renovations of fresh paint, carpet cleaning or install new carpet to match the current carpet in the Fit for Motion Physiotherapy Clinic.	Renovations are completed. New lease agreement still needs to be finalized.	In Progress
	<u>February 12, 2019 Council Meeting</u>		
039-19	Moved by Cr. Assaf that Administration follow up with the Bowling Alley Association to review the existing agreement.	Administration is working on a new agreement similar to the one recently prepared for the Curling Club.	In Progress
	<u>January 22, 2019 Council Meeting</u>		
032-19	Moved by Cr. Assaf that Council approve Mr. K. David Campbell to conduct a utilities rates analysis and assessment, based on a project cost of \$31,500.00, to be funded from the water and sewer operating reserves.	Administration received a draft report in June December, 2019. Administration needs to present it to Council for their review and consideration. The report includes 14 recommendations. Administration will provide their comments on the noted recommendations when the report is presented to Council.	In Progress

**BARRHEAD & DISTRICT REGIONAL LANDFILL COMMITTEE
MEETING MONDAY, OCTOBER 26, 2020, AT 12:00 NOON
IN THE TOWN OF BARRHEAD COMMITTEE ROOM**

PRESENT Crs: R. Klumph, L. Penny, B. Lane, R. Kleinfeldt, Town CAO Edward LeBlanc, County Manager Debbie Oyarzun, Town Director of Corporate Services Kathy Vickery, Town Director of Public Works Brant Ross, County Director of Infrastructure Ken Hove and Secretary Gail Hove

ABSENT

CALL TO ORDER Chairperson Cr. Klumph called the meeting to order at 12:13 p.m.

**CONSIDERATION
OF AGENDA**

The agenda was reviewed.

001-20 Moved by Cr. Kleinfeldt that the Agenda be accepted as presented.

CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Regional Landfill Meeting held Monday, November 4, 2019, were reviewed.

002-20 Moved by Cr. Lane that the Minutes of the Regional Landfill Meeting held Monday, November 4, 2019, be accepted as presented.

CARRIED UNANIMOUSLY

**OPERATING FINANCIAL
STATEMENT LANDFILL**

The Operating Financial Statement for the Landfill was reviewed.

Town Director of Corporate Services Kathy Vickery provided an overview and projection of the quarterly Operating Financial Statement to the end of September 2020.

County Director of Infrastructure Ken Hove stated that the 2005 963C Track Loader is in the County Shop for repairs.

Town Director of Public Works Brant Ross stated that his staff is mindful in dealing with Covid-19 and have been provided extra Personal Protective Equipment (PPE's).

003-20 Moved by Cr. Penny that the Landfill Operating Financial Statement to September 30, 2020, be accepted as presented.

CARRIED UNANIMOUSLY

OCTOBER 26, 2020, LANDFILL COMMITTEE MINUTES

Page 2 of 3

LANDFILL STATS

The Landfill Stats for the months of September – December 2019, January – April 2020 and May – August 2020, were reviewed.

- 004-20 Moved by Cr. Lane that the Landfill Stats for the months of September – December 2019, January – April 2020 and May – August 2020, be accepted as information.

CARRIED UNANIMOUSLY

LANDFILL TIPPING FEE RATES FOR DISCUSSION

The landfill tipping fee rates were reviewed. The last change to these rates was January 1, 2019.

Town Director of Corporate Services Kathy Vickery provided an overview.

- 005-20 Moved by Cr. Kleinfeldt that the Barrhead Regional Landfill Committee recommends to both Councils that the tipping fee rates remain the same for the 2021 budget year.

CARRIED UNANIMOUSLY

PROPOSED LANDFILL OPERATING 2021 BUDGET

The Proposed 2021 Landfill Operating Budget was reviewed and discussed.

Town Director of Corporate Services Kathy Vickery provided an overview.

- 006-20 Moved by Cr. Lane that the Committee recommends to both Councils the approval of the 2021 Landfill Operating Budget with expenditures in the amount of \$241,340.00, with each municipality contributing \$68,340.00, as presented.

CARRIED UNANIMOUSLY

2022 TO 2024 PROPOSED LANDFILL OPERATING PLAN

The Proposed 2022 to 2024 Landfill Operating Plan was reviewed and discussed.

Town Director of Corporate Services Kathy Vickery provided an overview.

- 007-20 Moved by Cr. Kleinfeldt that the Committee recommends to both Councils the approval of the 2022 Landfill Operating Plan with expenditures in the amount of \$242,300.00, the 2023 Landfill Operating Plan with expenditures in the amount of \$250,200.00 and the 2024 Landfill Operating Plan with expenditures in the amount of \$253,300.00, as presented.

CARRIED UNANIMOUSLY

**PROPOSED LANDFILL
CAPITAL 2021 BUDGET**

The Proposed 2021 Landfill Capital Budget was reviewed.

Town Director of Public Works Brant Ross stated that he has requested a security camera system.

008-20 Moved by Cr. Penny that the Committee recommends to both Councils the approval of the 2021 Landfill Capital Budget with expenditures in the amount of \$18,000.00, with each municipality contributing \$9,000.00, as presented.

CARRIED UNANIMOUSLY

**10 YEAR PROPOSED LANDFILL
CAPITAL PLAN**

The 10 Year Proposed Landfill Capital Plan was reviewed.

Town Director of Corporate Services Kathy Vickery provided an overview.

009-20 Moved by Cr. Kleinfeldt that the Committee recommends to both Councils the 10 Year Proposed Landfill Capital Plan, as presented.

CARRIED UNANIMOUSLY

**NEXT
MEETING**

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

ADJOURN

010-20 Moved by Cr. Lane that the meeting be adjourned at 12:47 p.m.

CARRIED UNANIMOUSLY

Chairperson

Recording Secretary

**BARRHEAD REGIONAL FIRE SERVICES COMMITTEE
MEETING HELD THURSDAY, OCTOBER 22, 2020
IN THE EMERGENCY RESPONSE CENTRE**

These minutes are
unofficial until approved
by the Committee.

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

OTHERS Town C.A.O. Ed LeBlanc, Town Director of Corporate Services, Kathy
Vickery, County Director of Finance, Tamara Molzhan, and Regional Fire
Chief Gary Hove

ABSENT Cr. Dennis Nanninga, County Manager, Debbie Oyarzyn and Deputy
Regional Fire Chief Ted Amos

**CALL TO
ORDER** Chairman Don Smith called the meeting to order at 5:49 p.m.

AGENDA The agenda was reviewed.

01-20 Moved by Cr. Troock that the Agenda be accepted.

CARRIED UNANIMOUSLY

FIRE MINUTES Minutes of the Barrhead Regional Fire Services Committee meeting held
October 30, 2019, were presented.

02-20 Moved by Cr. Assaf that the Minutes of the Barrhead Regional Fire Services
Committee meeting held October 30, 2019, be accepted as presented.

CARRIED UNANIMOUSLY

**REVISED FIRE 2020
CAPITAL BUDGET** The Revised Barrhead Regional Fire Services 2020 Capital Budget, was
reviewed.

03-20 Moved by Cr. Schatz that the Revised Fire 2020 Capital Budget be accepted
in the amount of \$793,952, and be recommended for approval to both the
Town Council and County Council, as presented

CARRIED UNANIMOUSLY

**FIRE OPERATING
FINANCIAL
STATEMENT** The Barrhead Regional Fire Services Operating Financial Statement for the
month ended September 30, 2020, was reviewed.

04-20 Moved by Les Goertz that the Barrhead Regional Fire Services Operating
Financial Statement for the month ended September 30, 2020 be accepted as
presented.

CARRIED UNANIMOUSLY

BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING
THURSDAY, OCTOBER 22, 2020

**FIRE CAPITAL
FINANCIAL
STATEMENT**

The Barrhead Regional Fire Services Capital Financial Statement for the month ended September 30, 2020, was reviewed.

05-20

Moved by Ivan Kusal that the Barrhead Regional Fire Services Capital Financial Statement for the month ended September 30, 2020, be accepted as presented.

CARRIED UNANIMOUSLY

**FIRE – PROPOSED
2021 OPERATING
BUDGET**

The proposed 2021 Barrhead Regional Fire Services Operating Budget was reviewed.

06-20

Moved by Cr. Troock that the Barrhead Regional Fire Services proposed 2021 Fire Operating Budget be approved in the amount of \$841,100.00, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE – PROPOSED
2022-2024
OPERATING PLAN**

The 2022-2024 Proposed Barrhead Regional Fire Services Operating Plan was reviewed.

07-20

Moved by Cr. Assaf that the Barrhead Regional Fire Services 2022-2024 Proposed Operating Plan be approved in the amounts of:

- 2022 - \$856,540
- 2023 - \$890,020
- 2024 - \$883,160

and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE - PROPOSED
2021 CAPITAL
BUDGET**

The Proposed Barrhead Regional Fire Services 2021 Capital Budget was reviewed.

08-20

Moved by Cr. Schatz that the Barrhead Regional Fire Services Proposed 2021 Capital Budget be accepted in the amount of zero dollars, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING
THURSDAY, OCTOBER 22, 2020

**FIRE – DISPOSAL
OF ASSETS**

The Disposal of the 2010 Chevrolet Command 2, 1999 Ford R.A.T. and generator motor was discussed.

09-20

Moved by Cr. Troock that the Committee approves the request to sell the 2010 Chevrolet Command 2, 1999 Ford Rapid Attack Truck and generator motor in a local auction and should the items be sold that the funds received would be used to reduce the contributions from the Town and County for the 2020 Fire Capital Budget, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**ERC – OPERATING
FINANCIAL
STATEMENT**

The Emergency Response Centre Operating Financial Statement for the month ended September 30, 2020, was reviewed.

10-20

Moved by Ivan Kusal that the Emergency Response Centre Operating Financial Statement for the month ended September 30, 2020 be accepted as presented.

CARRIED UNANIMOUSLY

**ERC – CAPITAL
FINANCIAL
STATEMENT**

The Emergency Response Centre Capital Financial Statement for the month ended September 30, 2020, was reviewed.

11-20

Moved by Cr. Assaf that the Emergency Response Centre Capital Financial Statement for the month ended September 30, 2020 be accepted as presented.

CARRIED UNANIMOUSLY

**ERC – PROPOSED
2021 OPERATING
BUDGET**

The Proposed 2021 Emergency Response Centre Operating Budget was reviewed.

12-20

Moved by Les Goertz that the Proposed 2021 Emergency Response Centre Operating Budget be approved for the amount of \$50,420.00, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING
THURSDAY, OCTOBER 22, 2020

**ERC - PROPOSED
2022-2024 OPERATING**

PLAN The Proposed Emergency Response Centre 2022-2024 Operating Plan was reviewed.

13-20 Moved by Cr. Troock that that Proposed Emergency Response Centre 2022-2024 Operating Plan, be approved in the amounts of:

- 2022 - \$51,720
- 2023 - \$53,520
- 2024 - \$54,920

and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**ERC – PROPOSED
2021 CAPITAL
BUDGET**

The Proposed 2021 Emergency Response Centre Capital Budget was reviewed. Fire Chief Gary Hove explained that the funds would be used for the following;

- Roof Prop for rope rescue
- Gas Prop for Level 2
- Confined Space Training Prop

14-20 Moved by Cr. Assaf that the Proposed 2021 Emergency Response Centre Capital Budget be approved for the amount of \$15,000.00, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE/ERC
10 YEAR CAPITAL
PLAN**

The Barrhead Regional Fire Services/ Emergency Response Centre 10 Year Capital Plan was reviewed.

15-20 Moved by Ivan Kusal that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be accepted as presented and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

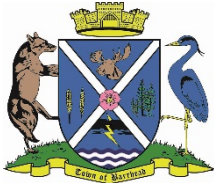
**NEXT
MEETING**

The next meeting will be at the call of the Chair.

ADJOURN

16-20 Moved by Cr. Schatz that the meeting be adjourned at 6:35 p.m.

CARRIED UNANIMOUSLY



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: October 27, 2020

Re: Intermunicipal Development Plan with the County of Barrhead – 2nd and 3rd Reading

1.0 PURPOSE:

Council to pass 2nd and 3rd reading to draft By-law No. 02-2020, adopting an Intermunicipal Development Plan with the County of Barrhead.

2.0 BACKGROUND AND DISCUSSION:

During the October 27th Public Hearing, as required by the *Municipal Government Act*, Council did not receive any written submission nor were there any presentations in support or in opposition to the draft Intermunicipal Development Plan (IDP).

After the Public Hearing, Council passed the following resolution:

Moved by Cr. Klumph that Council instruct Administration to revise the Intermunicipal Development Plan (IDP), by deleting Part Two, Section G – Utilities (3) and replacing it with: “The County of Barrhead must enter into a utility service agreement with the Town of Barrhead if it proposes to use Town of Barrhead utilities for any subdivision or development proposed within the IDP area.” and to bring the draft IDP to the next Meeting of Council.

(Resolution No. 306-20)

For further reference and convenience, the noted amendment as outlined in the above resolution is included on page 7 of the attached draft IDP. The original text is shown as a strikethrough while the revised wording is shown in red.

The revised wording was shared with the County of Barrhead and we were advised that the County has no issues with the proposed new wording.

As noted in other previous report, for the overall benefit of the community, the Town of Barrhead and the County of Barrhead entered into the original IDP in 1999.

3.0 ALTERNATIVES:

- 3.1 Council pass second and third reading of By-law No. 02-2020, as amended being a bylaw to adopt an Intermunicipal Development Plan with the County of Barrhead, as presented.
- 3.2 Council instructs Administration to revise the draft Bylaw No. 02-2020 being a bylaw to adopt an Intermunicipal Development Plan with the County of Barrhead, as directed.
- 3.3 Council instructs Administration to provide additional information to the draft Bylaw No. 02-2020 being a bylaw to adopt an Intermunicipal Development Plan with the County of Barrhead and report back at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The main focus of the IDP is limited to the Town's Planning Services Department.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

As previously noted, the new IDP will ensure the Plan will meet the current legislation requirements.

8.0 ATTACHMENTS:

- 8.1 By-law No. 02-2020.
- 8.2 Draft Intermunicipal Development Plan.

9.0 RECOMMENDATIONS:

Council pass second and third reading of By-law No. 02-2020, as amended being a bylaw to adopt an Intermunicipal Development Plan with the County of Barrhead, as presented.

(Original signed by the CAO)
Edward LeBlanc CAO

BYLAW NO. 02-2020

**THE BARRHEAD INTERMUNICIPAL
DEVELOPMENT PLAN BYLAW**

**A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF
ALBERTA, TO BE KNOWN AS BARRHEAD INTERMUNICIPAL
DEVELOPMENT PLAN BYLAW.**

WHEREAS, the *Municipal Government Act*, Chapter M-26, of the Revised Statutes of Alberta, 2000 and amendments thereto authorizes two or more Councils to enact an Intermunicipal Development Plan;

WHEREAS, the Town of Barrhead and the County of Barrhead No. 11 have determined that it is expedient to adopt an Intermunicipal Development Plan for the purpose of addressing land issues on land surrounding the Town of Barrhead where there is a common interest.

NOW THEREFORE, the Council of the Town of Barrhead, in the Province of Alberta, duly assembled, **HEREBY ENACTS AS FOLLOWS:**

1. That this Bylaw be cited as the “Barrhead Intermunicipal Development Plan Bylaw.”
2. That the text and accompanying maps become the Barrhead Intermunicipal Development Plan.
3. That Bylaw 10-99 and amendments thereto is repealed.
4. This Bylaw shall come into force and have effect from and after the date of third reading thereof.

Read a first time this 3rd day of March, 2020.

Mayor, Dave McKenzie

CAO, Edward LeBlanc

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

Mayor, Dave McKenzie

CAO, Edward LeBlanc

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

Mayor, Dave McKenzie

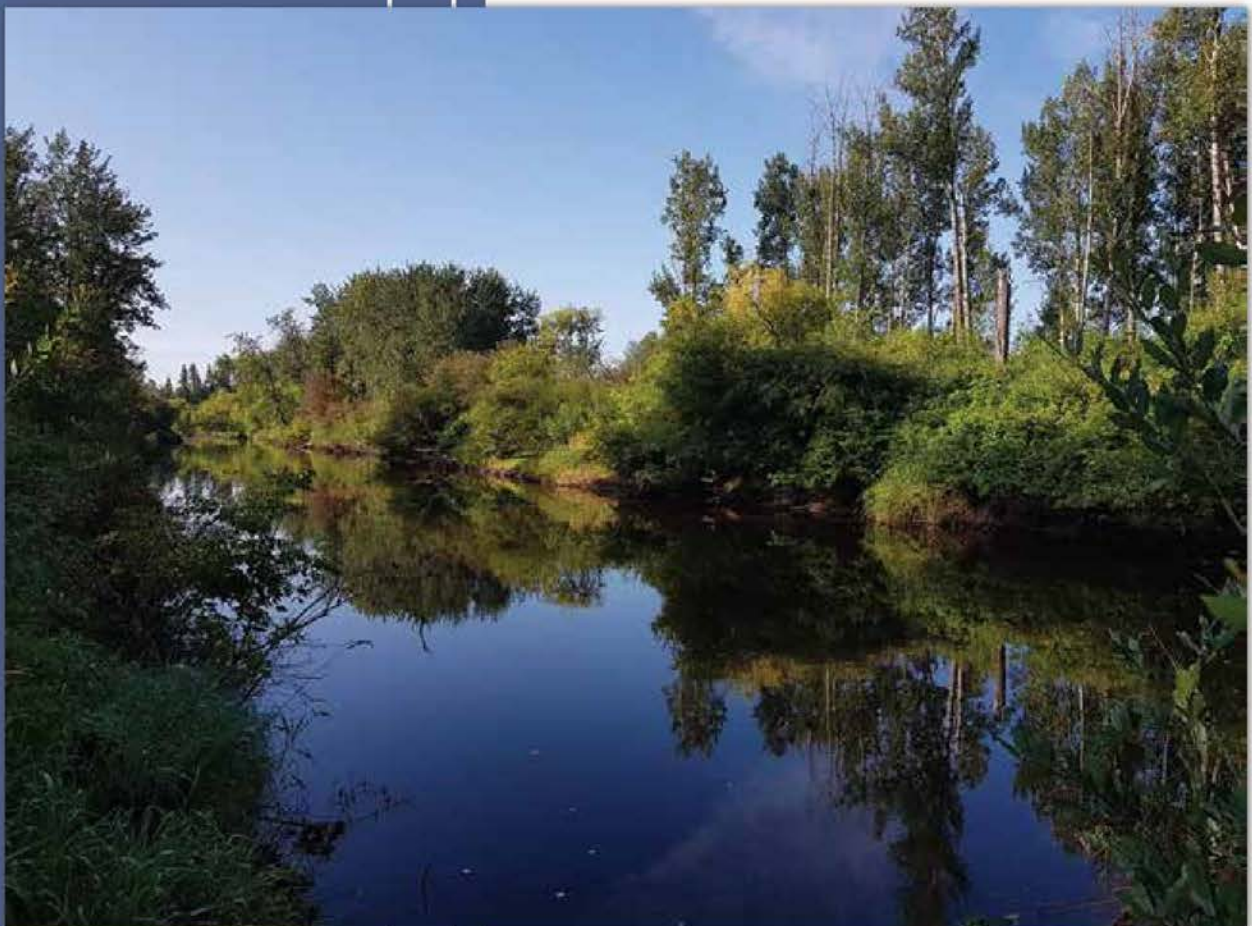
CAO, Edward LeBlanc



Intermunicipal Development Plan

2020

A cooperative strategy for the future growth of the Barrhead urban-rural fringe.



Bylaw 02-2020

County of Barrhead No. 11 & Town of Barrhead Intermunicipal Development Plan

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LAND USE PLANNING IN THE BARRHEAD AREA

INTRODUCTION

A number of different provincial and municipal documents work together to provide a comprehensive and effective land use planning framework for the Barrhead Area. The following is a highlight of the different components and their role in land use planning in the municipalities.

PROVINCIAL PLANNING

The provincial interest in local land use planning matters is addressed through the Municipal Government Act and the Subdivision and Development Regulation. These two documents provide the basis for subdivision and development, the appeal process, and other related matters.

The relationship between the County, Town, and outside agencies such as utility companies and provincial Ministries is also addressed through the provincial legislation.

Finally, the Minister of Municipal Affairs has prepared a land use policy which is intended to further emphasize the provincial interest and encourage municipalities to work together with other stakeholders.

MUNICIPAL PLANNING

INTERMUNICIPAL PLANNING

The County of Barrhead No. 11 and the Town of Barrhead have entered into an intermunicipal development plan to address land use issues on land surrounding the Town of Barrhead where there is a common interest. The policies contained in this document are particular to the intermunicipal plan area and are intended to complement policy in each municipality's respective municipal development plans.

MUNICIPAL DEVELOPMENT PLANS

Both the County and Town of Barrhead have adopted long range municipal land use plans. The Municipal Development Plan outlines the land use planning framework for the future growth and development of each municipality. This framework is implemented through the Municipal Land Use Bylaw.

LAND USE BYLAWS

The Land Use Bylaw is the tool used to implement the policies contained within the Intermunicipal and Municipal Development Plan. The Land Use Bylaw is a municipal regulation. Both the Town and County of Barrhead No. 11 have adopted a Land Use Bylaw to regulate growth and development within their corporate boundaries.

INTERMUNICIPAL COLLABORATION FRAMEWORK

The County and Town have a long history of cooperation when it comes to social matters and service delivery. As examples, through the history of this Plan and its predecessors, the two municipalities have contributed towards the development of the Barrhead Regional Airport, community services, emergency services, utilities and cultural programming, to name a few.

The Intermunicipal Collaboration Framework between the Town and County of Barrhead was adopted by Bylaw on January 28, 2020 and February 4, 2020 respectively.

PART ONE: INTRODUCTION

A. Preamble

- 1) This Barrhead Intermunicipal Development Plan (IDP) has been prepared by Administration representatives from both the County of Barrhead No. 11 and the Town of Barrhead.
- 2) This IDP is a continuation of an IDP that was first adopted by the Town and County in 1989, then renewed in 1999.
- 3) The purpose of this IDP is to provide a land use planning framework for the subdivision and development of land as defined in the Plan Area where both municipalities have an interest.
- 4) In a spirit of cooperation between the Town and County, both Councils intend to facilitate future development in the Plan Area in a manner that will be efficient, attractive, and beneficial to the benefit of all residents in the area.

B. Guide To The IDP

- A. This IDP is intended to be used as a document to provide a land use planning framework for the Plan Area surrounding the Town of Barrhead. This IDP will serve as the primary planning document for the Plan Area and will be further implemented through the County and Town Land Use Bylaw and other statutory plans that are adopted and affect land use in the Plan Area.
- B. Decision making on all subdivision and development applications within the Plan Area shall conform with the spirit and intent of the goals, objectives, and policies contained in this IDP.
- C. The intent of this IDP is to complement the existing County and Town of Barrhead Municipal Development Plans (MDP). The goals, objectives, and policies of this IDP should be considered as additional or supplementary to those which exist in the municipal plans. Where a conflict exists between this IDP and a MDP, the goals, objectives, and policies of this IDP shall take precedence.

C. Intermunicipal Planning Boundary (Plan Area)

- 1) The IDP Plan Area applies to all lands identified by each respective municipality. Map No. 2 describes the Plan Area under this IDP.
- 2) For map interpretation purposes, the Plan Area includes the following lands:

Township 59, Range 3, W5M

<i>NE ¼, Section 8</i>	<i>E ½, Section 28</i>
<i>NW ¼, Section 9</i>	<i>NW ¼, Section 29</i>
<i>Sections 15 through 18</i>	<i>Section 30 and 31</i>
<i>Section 19</i>	<i>SW ¼ and N ½ Section 32</i>
<i>SW ¼, Section 20</i>	<i>SE ¼ and N ½, Section 33</i>
<i>E ½, Section 21</i>	<i>Section 34</i>
<i>Section 22 and 27</i>	

Township 59, Range 4, W5M

W ½ Section 13, 24, 25 & 36

- 3) The Plan Area is 15.25 sections in area or approximately 9.920 acres (4,014 ha).
- 4) The Town of Barrhead and the Paddle River are the two most significant features in or adjacent to the Plan Area. The Town of Barrhead is comprised of three sections and located in the center of the Plan Area. The Paddle River flows in a general eastward direction through the Plan Area. Though the River is mostly within the County of Barrhead No. 11, it also flows through the southwest corner of the Town.
- 5) The Paddle River drops approximately 10 metres in elevation through the Plan Area. A flood plain does exist for the River and has been described for the reach of the River that is within the corporate boundaries of the Town of Barrhead. The flood plain is generally regarded as having a 1 in 100 year flood elevation of 636 metres above sea level (ASL).
- 6) The topography of the Plan Area consists of gently sloping land. The total relief (highest to lowest elevation) in the Plan Area is 70 metres or 230 feet. The elevation range is from a high of 700 metres ASL in the northeast portion of the plan area to a low of 630 metres ASL in the eastern portion of plan area along the Plan Area.
- 7) The land south of the Paddle River generally slopes towards the north. In the northwestern portion of the Plan Area, the land generally slopes towards the two small streams which feed the Paddle River. In the northeastern portion of the Planning Area, the land generally slopes towards the south.

D. Conformity With Legislation

- 1) This IDP has been prepared pursuant to the provisions of the Municipal Government Act and is consistent with the Minister of Municipal Affairs Land Use Policies.

E. Flexibility

- 1) This IDP is not intended to be “fixed in stone” or inflexible. To remain an effective and current document, this IDP will be reviewed and amended as required. Minor adjustments or variances that may be required to land use classes, location or future roads and other services, quantities and figures will not require an amendment to this IDP.

F. Policy Explanation

- 1) The word “should” in policy statements means that the statement is an expression of desire by the municipality. It refers to what the municipality would like to achieve but does not make the action mandatory.
- 2) The word “shall” means that the action is mandatory.
- 3) Though the word “may” means that the action is discretionary; actions will be based upon the planning goals of this Plan and sound land use planning principles.

G. Overall Plan Goals

- 1) The following are the principal goals of this IDP.
 - i) To plan for the orderly, economic, and beneficial use of land in the Plan Area.
 - ii) To identify areas where the Town of Barrhead and the County of Barrhead No. 11 can cooperatively plan for future development in a manner that is consistent with proper land use planning principles.
 - iii) To establish land use planning standards which will allow for the safe and efficient movement of traffic through the Plan Area.
 - iv) To establish land use planning standards which will minimize adverse impacts on the natural environment.
 - v) To encourage development which will be sustainable and benefit area residents.
 - vi) To complement the goals, objectives, and policies of the County and Town of Barrhead MDPs.

PART TWO: LAND USE POLICIES

A. Preamble

- 1) This IDP was developed to prevent uncoordinated development in the Plan Area around the Town of Barrhead and the possible negative implications of random development for the Town of Barrhead and the County of Barrhead No. 11. It has been developed as a tool to guide development in the Plan Area for the benefit of both the County and the Town. Areas of concern to both municipalities are:
 - i) the protection of the quality and quantity of the water supply used by both municipalities,
 - ii) the coordination of transportation systems between and through the County and the Town;
 - iii) the protection of the valuable farmland in the Plan Area;
 - iv) the need for coordinated planning for land uses in the Plan Area; and
 - v) the protection of the Barrhead Municipal (Johnson) Airport.

B. General Subdivision & Development Guideline

- 1) Except where noted in this IDP, all subdivision and development proposals and issues shall be reviewed and decided in accordance with the direction provided in the Town's and County's MDP and LUBs.

C. Agriculture

It is expected that the primary land use in the Plan Area will remain agricultural in nature for the long term. Historically, impacts on urban development from extensive agriculture have been minimal. It is also recognized that new intensive livestock operations which are administered by the Natural Resources Conservation Board are not permitted within the Plan Area. The intent of the following policies is to recognize and affirm the policies contained within the County MDP and to identify particular issues that relate specifically to the Town of Barrhead.

Agriculture in the Plan Area shall be in accordance with the provisions described in the County of Barrhead No. 11 Municipal Development Plan.

D. Residential Development

It is recognized that the County of Barrhead No. 11 has adopted restrictions to the number of parcels that may be developed on agricultural lands. The following policies are intended to expand on those contained in the County MDP to address specific issues in the Plan Area.

- 1) County residential development in agricultural districts shall be in accordance with the applicable provisions contained within the County of Barrhead MDP.
- 2) Notwithstanding the policies contained in the County MDP, where both municipalities are in agreement, the re-subdivision of an existing country residential parcel to create one or more country residential parcels may be allowed subject to the following:
 - i) the proposed parcel will not adversely impact existing or proposed developments on surrounding lands;
 - ii) the proposed parcel can access the local road system and has adequate water and sewer services;
 - iii) a suitable building site is available which conforms to the provisions of the County LUB.

E. Industrial Development

Though agriculture is the predominant land use in the Plan Area, opportunities exist for industrial development in certain areas. It is recognized that the Town of Barrhead encourages industrial development which would not be compatible in an urban environment to locate in the County. On this basis, the following policies have been developed to enhance the existing County of Barrhead No. 11 provisions regarding industrial development to address specific issues within the Plan Area.

- 1) In general, rural industrial development shall be encouraged to locate in an industrial park rather than on isolated parcels in the Plan Area.
- 2) Any industrial development which may conflict with urban development through noise, traffic, smell, airborne pollution and other factors shall be encouraged to locate east of Highway No. 33.
- 3) Impacts on the natural environment and urban development within the Town of Barrhead shall be considered when reviewing any industrial development within the Plan Area.

F. Commercial Development

Commercial Development within the Plan Area is generally low impact and minor in nature. The following policies complement the policies which exist in the County of Barrhead No. 11 MDP.

- 1) Existing commercial developments in the Plan Area will be permitted to expand where impacts on surrounding lands is minimized.
- 2) New commercial developments in the Plan Area shall be encouraged to locate in cluster subdivisions such as a rural industrial/commercial park.

G. Transportation And Utilities

The following policies complement those which are contained in the County MDP.

Transportation:

- 1) Cooperation between the Town and the County of Barrhead No. 11 is essential to maintain current transportation links (i.e., the Barrhead [Johnson] Airport, area highways, and local road systems). When considering subdivision and development applications, the approving authorities shall consider the following:
 - i) future intermunicipal linkages for transportation and utility corridors,
 - ii) the need to maintain the operation and integrity of transportation facilities in the Plan Area,
 - iii) the need to ensure that new subdivision and development will not adversely impact the safe and efficient operation of transportation facilities and networks,
- 2) New subdivisions and building sites are to be developed in a manner that will not conflict with the future development of new transportation corridors.
- 3) Subdivision and Development along the Primary Highways within the Plan Area shall be reviewed by Alberta Transportation.

Utilities:

- 1) Multi-parcel subdivisions should provide utility right of ways that will allow for future connection to municipal water supply and sewage systems.
- 2) The use of holding tanks for sewage disposal systems within the 1 in 100-year floodplain shall be encouraged.

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- ~~3) Any subdivision or development proposal within the IDP area that requires Town sewer utility servicing shall be referred to the Town of Barrhead for comments. The Town shall confirm whether there is sufficient capacity to allow a sewer utility connection for the proposed use and that it be included in a utility service agreement between the Town and County of Barrhead~~

“The County of Barrhead must enter into a utility service agreement with the Town of Barrhead if it proposes to use Town of Barrhead utilities for any subdivision or development proposed within the IDP area.”

H. Environment

Two primary environmental considerations exist within the Plan Area. First, the Paddle River needs to be protected from development and activities which would impact the River. Secondly, development which would have an impact on the use and enjoyment of property in the Town of Barrhead through airborne pollution should not be located west of the Town. The following policies reflect this intent:

- 1) No subdivision or development shall be allowed which will result in contamination of the Paddle River.
- 2) No subdivision or development shall be allowed which will result in slope failure of the banks of the Paddle River.
- 3) All subdivision and development proposals which produce airborne pollution [dust, smoke, etc.] that would impact the Town of Barrhead shall be located east of Highway No. 33 to minimize the impact of prevailing winds.
- 4) Development within the 1 in 100-year floodplain shall be restricted to passive uses such as recreation areas and agriculture.

I. Recreation

The Town and County cooperate in the provision of facilities for use by residents and visitors to the Town and County. In the intermunicipal planning area an example of this cooperation is the Barrhead Golf Course which is located in the Paddle River Valley. The following policies outline each municipalities intent regarding recreation development in the intermunicipal planning area.

- 1) No development shall be permitted in proximity to recreation facilities which will adversely impact the operation or integrity of existing recreational facilities.

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- 2) Future development along or near the banks of the Paddle River should allow for the future development of recreational facilities such as trail systems and linear pathways.

PART THREE: ADMINISTRATION & IMPLEMENTATION

The goals, objectives, and policies of this plan shall be implemented in accordance with the following guidelines:

A. Amendment To Local Plans

- 1) Any proposed adoption or amendment to the County of Barrhead No. 11 or Town of Barrhead Municipal Development Plan, Land Use Bylaw, or any other Statutory Plan which may impact land within the Plan Area shall be considered by both municipalities.
- 2) Where required, this Intermunicipal Development Plan may be amended to reflect changes in local statutory plans and bylaws.

B. Referrals

- 1) The following policies outline the intent of each municipality regarding the referral process for subdivision and development proposals within the Intermunicipal Plan Area. The following policies are based upon the understanding that referrals will not be required unless the subject of the proposal could have an impact on the neighbouring municipality.
 - Referrals – Development Permit Applications (County of Barrhead No. 11)
 - Development permit applications for permitted uses do not require a referral to the Town of Barrhead.
 - Development permit applications for discretionary land uses or buildings on a parcel shall be referred to the Town of Barrhead for their review and comment prior to rendering a decision.
 - Referrals –Subdivision Applications (County of Barrhead No. 11)
 - All subdivision applications shall be referred to the Town of Barrhead for their review and comment.

- Referrals – Subdivision and Development Permit Applications (Town of Barrhead).

The Town of Barrhead shall refer to the County of Barrhead No. 11 for comment, all subdivision and development permit applications which:

- i) require access to County roads for access to the site,
 - ii) require access to County roads for industrial haul road purposes, and
 - iii) require upgrading of County infrastructure to service the proposed development.
- 2) All Statutory Plan and Bylaw preparation and amendments that impact the Plan Area of this IDP shall be referred to the other participating municipality for their review and consideration.

C. APPEAL PROCESS

- 1) All subdivision, development, and stop order appeals in the Plan Area shall be directed to the County of Barrhead No. 11: Subdivision & Development Appeal Board or the Municipal Government Board as directed in the MGA. The Town of Barrhead will be afforded an opportunity to make a presentation at any appeal affecting land within the Plan Area.
- 2) The County of Barrhead No. 11 shall be informed of all appeals within the Town of Barrhead which could have an impact on lands within the Plan Area. The County will be provided the opportunity to make a presentation at such an appeal.

PART FOUR: INTERPRETATION

A. DEFINITIONS:

- a.) **Town** means the Town of Barrhead,
- b.) **County** means the County of Barrhead No. 11,
- c.) **Committee** means the Town and County of Barrhead Intermunicipal Collaboration Framework committee
- d.) **Intermunicipal Development Plan** means the Barrhead Intermunicipal Development Plan,
- e.) **Plan** means the above defined Intermunicipal Development Plan,
- f.) **Plan Area** means the area described in Part One: (C) of this Plan, and
- g.) **Date of Passage** means the date upon which both Councils have adopted through Bylaw this Intermunicipal Development Plan, or any amendments thereto.
- h.) **Intensive Agriculture** means the use of a parcel of land for uses such as greenhouses, market gardens, sod farms, nurseries, and tree farms.
- i.) **Extensive Agriculture** means a system of tillage which depends upon large areas of land for the raising of crops. Extensive agricultural uses include buildings and other structures incidental to farming as well as farm related uses. Extensive Agriculture may also include the raising of livestock either in conjunction or separate from a crop farming operation where the density of animals on the subject property is less than that of an intensive livestock development, as defined by Alberta Agriculture, Food and Rural Development in cooperation with the County of Barrhead No. 11.

B. Review And Amendment

- 1) This Plan and the accompanying implementation agreement may be amended through the adoption of an amending bylaw by both municipalities in accordance with the provisions of the Municipal Government Act.
- 2) The IDP shall be reviewed once during a Council Term.

C. Compliance With Other Jurisdictions

- 1) This IDP shall not be effective or reduce or mitigate any restrictions lawfully imposed by a government authority having jurisdiction to make such restrictions.

D. Dispute Resolution

- 1) The County and Town commit to resolving any disputes in a non- adversarial, informal and cost-efficient manner.
- 2) Both municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
- 3) Any dispute arising out of the implementation of this Agreement will firstly be addressed by the administrations of both municipalities. Where a dispute cannot be resolved to the satisfaction of both municipalities after thirty (30) calendar days, the dispute will be referred to the CAOs of both municipalities.
- 4) Where a dispute cannot be resolved to the satisfaction of both CAOs after thirty (30) calendar days, and it is not jointly agreed by the CAOs to extend the time period, the dispute will be referred to the Committee.
- 5) Where a dispute cannot be resolved to the satisfaction of the Committee after thirty (30) calendar days, and it is not jointly agreed by the Committee to extend the time period, the dispute will be referred to the Councils of both municipalities.
- 6) Where a dispute cannot be resolved to the satisfaction of the Councils of both municipalities, the County and Town will seek the assistance of a mediator acceptable to both municipalities. The costs of mediation shall be shared equally between the municipalities.
- 7) If a dispute is not resolved through the above noted process, the Parties shall refer the matter to an arbitrator acceptable to both Parties and the arbitration process described in Part 17.2 of the Municipal Government Act shall apply whether or not one year has passed after the Parties started the dispute resolution process in this Framework.
- 8) The costs of arbitration shall be shared equally between the municipalities.

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- 9) In situations where the approved IDP conflicts with the *Municipal Government Act* as it pertains to intermunicipal disputes, provisions in the *Municipal Government Act* shall prevail.

E. Duration

- 1) Either municipality may withdraw and repeal the IDP after participating in the dispute resolution process (steps 1-6 above).



Item No. 11(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 10, 2020

Re: Correspondence Items

Item # 1 Letter from Alberta Municipal Affairs advising that Alberta may not be able to sustain our current levels of infrastructure and operating spending and that they are planning for Budget 2021.

Recommendation:

That Council accept the letter from Alberta Municipal Affairs advising that Alberta may not be able to sustain our current levels of infrastructure and operating spending and that they are planning for Budget 2021, as information.

(Original signed by the CAO)

Edward LeBlanc
CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Grande Prairie*

AR103014

Dear Chief Elected Official,

As you are aware, our province is facing some very challenging economic circumstances. Resource revenues are lower than they were in the early 1970s, while expenses are higher than anticipated due to the need to respond to the COVID-19 pandemic. This will cause financial challenges that will be felt for many years.

In light of these economic circumstances, Alberta may not be able to sustain our current levels of infrastructure and operating spending. We are already planning for Budget 2021; there will be some difficult choices the province must make to ensure Alberta's finances are sustainable over the long-term.

Having met with many municipalities recently, I understand your communities are also facing significant challenges. I will ensure your views are represented as we plan the provincial budget. In the meantime, I strongly encourage you to make certain all of your capital spending is used to support critical infrastructure that will benefit future generations of Albertans and position your community to participate in our economic recovery.

I look forward to working with you to create a sustainable and prosperous future for our province and our communities.

Sincerely,

Tracy L. Allard
Minister