



**AGENDA**  
**REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL**  
**TUESDAY, JULY 10, 2018 AT 5:30 P.M.**  
**IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – June 26, 2018
4. Public Hearings
  - (a) There are no Public Hearings
5. Delegations
  - (a) Delegation at 5:30 p.m. – Barrhead Pickleball
  - (b) Delegation at 5:45 p.m. – Victim Services
  - (c) Delegation at 6:00 p.m. – Mr. Peter Bundscherer
6. Old Business
  - (a) There is no Old Business
7. New Business
  - (a) Proclamation – Fetal Alcohol Spectrum Disorder (FASD) – September 7, 2018
  - (b) AUMA Position on the Local Authorities Election Act (LAEA) Consultation
  - (c) Memorandum of Understanding – Enhanced Policing Agreement
  - (d) Policy 43-001, Residential, Commercial and Industrial Waste Management Services

8. Reports - The Council Reports
  - (a) Council Reports as of July 10, 2018
    - Barrhead Agricultural Society
  - (b) CAO's Report and Department Head Report
9. Minutes
  - (a) Barrhead & District Social Housing Association – May 16, 2018
10. Bylaws
  - (a) Bylaw 06-2018, Waste Collection, Disposal and Recycling Bylaw
11. Correspondence
  - (a) Municipal Affairs – Minister's Award
  - (b) Alberta Recreation & Parks Association – Elected Officials Workshop
  - (c) Communities in Bloom Invitation
  - (d) Alberta Culture and Tourism – The Stars of Alberta Volunteer Awards
  - (e) Barrhead and District Historical Society – Town's Financial Contribution
  - (f) Alberta Powerline – Construction Update
12. For the Good of Council
13. Tabled Items
14. In-Camera
  - (a) Land – Pursuant to Section 16 of the FOIP Act
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, JUNE 26, 2018,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

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

**ABSENT** Cr. S. Oswald

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

**AGENDA** The agenda was reviewed.

214-18 Moved by Cr. Kluin that the agenda be accepted with the following amendments:

- 7(d) New Website Updates
- 7(e) Accessibility of Mainstreet
- 14(g) In-Camera - Legal
- 14(h) In-Camera - Legal

CARRIED UNANIMOUSLY

**DELEGATION –  
COMMUNITY FUTURES  
YELLOWHEAD EAST**

Mayor McKenzie and Council welcomed Ms. Michelle Jones, Community Futures manager at 5:30 p.m.

Ms. Michelle Jones introduced herself and shared some upcoming goals of the Community Futures Yellowhead East.

Her role is to raise awareness of who Yellowhead East is and what they do. She is looking for ideas on economic prosperity and is partnering with the Chamber of Commerce and the Business Support Network.

**EXITED** Mayor McKenzie and Council thanked Ms. Michelle Jones and she exited the Chambers at 5:35 p.m.

215-18 Moved by Cr. Assaf that Council accept the Community Futures Yellowhead East delegation as information.

CARRIED UNANIMOUSLY

**CONFIRMATION  
OF MINUTES**

The Minutes of the Town Council Regular Meeting of June 12, 2018 were reviewed.

216-18 Moved by Cr. Penny that the Minutes of the Town Council Regular Meeting of June 12, 2018 be accepted as presented.

CARRIED UNANIMOUSLY

**MONTHLY BANK  
STATEMENT**

The Monthly Bank Statement for the month ended May 31, 2018, was reviewed.

217-18 Moved by Cr. Klumph that Council approve the Monthly Bank Statement for the month ended May 31, 2018, as information.

CARRIED UNANIMOUSLY

**STRATEGIC PRIORITIES  
CHART**

Administration would like to recommend that the Town's Strategic Priorities Chart be amended, was reviewed.

Martin Taylor, CAO reviewed with Council.

218-18 Moved by Cr. Penny that Council replace Item #3, County ICF & IDP, under the 'Now' section, with the Leisure Study Update under the 'Next' section, and that Council move Item #3, County ICF & IDP, under the 'Now' section, to 2019 under Legislative Planning and that Council approve that the Strategic Priorities Chart be included in the agenda on a quarterly basis.

CARRIED UNANIMOUSLY

**CONNECT BY ALL-NET –  
ALERT SYSTEM**

The Town's new website provider is All-Net Municipal Solutions and Administration would like to purchase the 'Connect' application, was received.

Martin Taylor, CAO reviewed with Council.

Kat Hueggenberg, Communications Coordinator reviewed and answered questions regarding the program.

219-18 Moved by Cr. Kluin that Council approve the purchase of Connect by All-Net as the platform to manage and distribute messages to the Town of Barrhead residents, the total maximum cost of \$4,490.00 to be shared equally by the Town of Barrhead, County of Barrhead and Woodlands County, with the cost being funded from the general operating budget.

CARRIED UNANIMOUSLY

**NEW WEBSITE  
UPDATE**

Martin Taylor, CAO and Kat Hueggenberg, Communications Coordinator reviewed and answered questions of Council regarding the new website update.

**ACCESSIBILITY OF  
MAINSTREET**

Cr. D. Kluin advised Council that he and Ms. Kelly Kalmbach did a tour of mainstreet and some of the businesses are very inaccessible for people with disabilities.

Cr. D. Kluin suggested that Ms. Kelly Kalmbach make a presentation at the next meeting of Council to review the inaccessibility of mainstreet.

Council suggested this information should be brought to the Chamber of Commerce and the Mainstreet Merchants advising that some businesses maybe inaccessible to residents.

**REPORTS TO  
COUNCIL**

The following Reports to Council as of June 26, 2018, were reviewed:

- Barrhead & District Social Housing Association
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board
- Twinning Committee
- CAO's Report and Department Head Report

220-18 Moved by Cr. Kluin that the following Reports to Council as of June 26, 2018, be accepted as information:

- Barrhead & District Social Housing Association
- Chamber of Commerce
- Family & Community Support Services Society
- Library Board
- Twinning Committee
- CAO's Report and Department Head Report

CARRIED UNANIMOUSLY

**MINUTES TO  
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family & Community Support Services Society – May 17, 2018
- Barrhead Regional Water Commission – June 12, 2018

221-18 Moved by Cr. Assaf that the Minutes to Council be accepted as information.  
CARRIED UNANIMOUSLY

**BYLAW 05-2018, MUNICIPAL PUBLIC UTILITIES AMENDMENT BYLAW**

Bylaw 05-2018, the Municipal Public Utilities Amendment Bylaw, was reviewed.

222-18 Moved by Cr. Smith that Council give Bylaw 05-2018, the Municipal Public Utilities Amendment Bylaw, first reading.  
CARRIED

IN FAVOR: Mayor McKenzie, Crs.: T. Assaf,  
R. Klumph, S. Oswald, L. Penny and  
D. Smith

OPPOSED: Cr. D. Kluin

223-18 Moved by Cr. Assaf that Council give Bylaw 05-2018, the Municipal Public Utilities Amendment Bylaw, second reading.  
CARRIED

IN FAVOR: Mayor McKenzie, Crs.: T. Assaf,  
R. Klumph, S. Oswald, L. Penny and  
D. Smith

OPPOSED: Cr. D. Kluin

224-18 Moved by Cr. Klumph that Bylaw 05-2018, the Municipal Public Utilities Amendment Bylaw, be presented for third reading.  
CARRIED UNANIMOUSLY

225-18 Moved by Cr. Penny that Council give Bylaw 05-2018, the Municipal Public Utilities Amendment Bylaw, third reading.  
CARRIED UNANIMOUSLY

**RECESSED**

226-18 Moved by Cr. Smith to recess the meeting at 6:51 p.m.  
CARRIED UNANIMOUSLY

**RECONVENED**

227-18 Moved by Cr. Penny to reconvene the meeting at 7:21 p.m.  
CARRIED UNANIMOUSLY

**ENTERED** Fire Chief Whittaker entered the Chambers at 7:21 p.m.

**INFORMATION ITEMS**

The following information items were reviewed:

- 2017 Annual Environmental Monitoring Report for the Swan Hills Treatment Centre
- Federation of Canadian Municipalities (FCM) Special Advocacy Fund
- Alberta Development Officers Week Proclamation September 24 to September 28, 2018
- Yellowhead Regional Library Board Meeting – March 5, 2018

228-18 Moved by Cr. Klumph that Council support the Federation of Canadian Municipalities (FCM) Special Advocacy Fund in the amount of \$315.00 for a 2-year term.  
CARRIED UNANIMOUSLY

229-18 Moved by Cr. Assaf that the information items be accepted as information.  
CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Mayor McKenzie stated that the Teacher's Retention Program was a great success.

Cr. Penny mentioned the appreciated thank you letter from the Senior Citizens Drop-in Centre thanking the Town for listening to their concerns regarding the area adjacent to the Centre.

Cr. Kluin congratulated the 4-H on their Youth Achievement Day.

Cr. Klumph thanked the Public Works Department for the work on the lanes at Rotary Park.

Cr. Klumph thanked Mayor McKenzie for allowing him to golf and represent the Town of Barrhead at the Alberta Transportation Golf Tournament.

**IN-CAMERA – LAND UPDATE  
FOIP ACT SECTION 16, LEGAL 24(A),  
LABOUR 17, 24 AND 24(G)**

230-18 Moved by Cr. Smith that Council go in-camera at 7:36 p.m.  
CARRIED UNANIMOUSLY

**EXITED** Fire Chief Whittaker exited the Chambers at 7:45 p.m.

**EXITED** Kathy Vickery, Director of Corporate Services and Cheryl Callihoo, Director of Development & Legislative Services exited the Chambers at 8:50 p.m.

**OUT-OF-CAMERA**

231-18 Moved by Cr. Kluin that Council come out-of-camera at 8:59 p.m.  
CARRIED UNANIMOUSLY

**ADJOURN**

232-18 Moved by Cr. Assaf that the Council Meeting be adjourned at 8:59 p.m.  
CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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CAO, Martin Taylor



# REQUEST FOR DECISIONS

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Delegation

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## Summary

Delegation at 5:30 p.m. – Representatives of the Barrhead Pickleball.

## Overview

Representatives of the Barrhead Pickleball will be meeting with Council

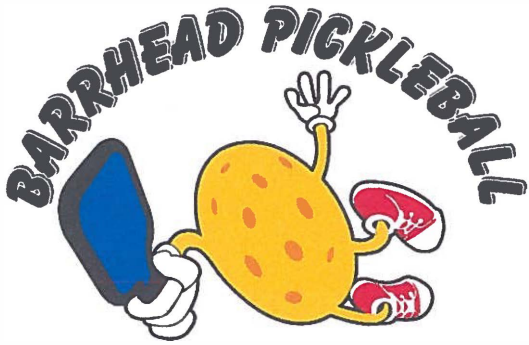
## Recommendations

### *Recommendation #1*

That Council accept the delegation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



2332 Highway 18, RR1  
Barrhead, Alberta  
T7N 1N2

RECEIVED  
MAY 31 2018

[bhdpickleball@gmail.com](mailto:bhdpickleball@gmail.com)  
780-674-5412

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Date: May 31, 2018

To: Mayor Dave McKenzie and Town Councilors

RE: REQUEST TO APPEAR AS A DELEGATION AT THE JULY <sup>10<sup>th</sup></sup> ~~11~~, 2018 TOWN COUNCIL MEETING

**PURPOSE OF DELEGATION:**

1. To thank the Town for your support in start-up costs, advertising & advice from Shallon.
2. To make a presentation regarding the growth of Pickleball in Barrhead and our achievements to date.
3. To discuss the facility-based challenges Barrhead Pickleball is facing and the future of Pickleball in Barrhead.
4. To request consideration:
  - i) if and when the present skate board park is relocated, that the old cement pad be resurfaced with appropriate material and eight permanent Pickleball courts be established complete with perimeter and dividing fencing and also permanent nets. See appendix #1
  - ii) a summer cover for this new outside facility be included in future budget planning.
  - iii) that the Barrhead Pickleball Club have input into any future fieldhouse development that may be planned for Barrhead.
5. Suggestions from the Town as to how we can move forward

Yours sincerely,

A handwritten signature in blue ink that reads "Marcia Moon".

Marcia Moon, Chair

A handwritten signature in blue ink that reads "J. Bohn".

Judy Bohn, Treasurer and Communications



## What is the game of Pickleball?

Pickleball is a racquet sport that combines elements of badminton, tennis and table tennis. Two or four players use solid paddles made of wood or composite materials to hit a perforated polymer ball, similar to a whiffle ball, over a net. The sport shares features of other racquet sports, the dimensions and layout of a badminton court and a net and rules similar to tennis, with a few modifications. Pickleball was invented in the mid 1960s as a children's backyard pastime but quickly became popular among adults as a fun game for players of all levels.

## Pickleball in Barrhead

- Started regular Pickleball sessions in May 2017 on the outdoor ice rink east of the Agrena.
- We rent the Barrhead High School gym three nights/week in the winter and play 3 times/week (possibly 4 times) in the summer on the ice rink. **We are quickly outgrowing available space.**
- The Town of Barrhead Parks & Recreation department purchased our first two portable nets and also supplied the painting supplies for the 6 courts on the outdoor rink. We have to repaint every spring as the ice lifts the paint off. See appendix #2.
- At the suggestion of Shallon Touet we applied to Makadiff Sports for a grant to cover startup costs and to our surprise, were granted \$5000. We have to produce a video for Makadiff by September 28<sup>th</sup>, 2018. If this video is judged to be the best, we could be awarded an additional \$50,000. We have already achieved our stated goal and so now we are refocusing on the need for better facilities.
- We have approximately 60 people playing, either as paid members or as drop-ins.
- We have held our first AGM.
- We will be sponsoring a Pickleball Family Day in July as part of the Parks & Rec. Summer program.

### Present Paid Members:

Dennis Lafleur  
Barb Strand  
Fay Gudopp  
Marcia Moon  
Garry Bohn  
Laurie Collins  
Dorothy Waters  
Arnold Nanninga  
Marj Preugschas  
Lane Lee  
Steve Higham  
Sonja deWaal

Dr. Tim Kallal  
Annette Nanninga  
Marylyn Wolgien  
Grace Heimstra  
Judy Bohn  
Ed Robinson  
Lloyd Patterson  
Cheryl Meyer  
Walter Preugschas  
Starla Busch  
Brenda Higham  
Dr. Egbert deWaal

Lorna Kallal  
Laurel Ellerington  
Gloria McCauley  
Shirley Barton  
Chuck Nichols  
Betty Adams  
Peter Tymkow  
Ed Kiel  
Rob Harvey  
Tammy Caughlin  
Lori Bandola

Harold Beck  
Dwayne Harding  
Spence Moon  
Don Barton  
Adele Nichols  
Susan Rees  
Liz Nanninga  
Debbie Moore  
Dennis Foth  
Grant Caughlin  
Ray Bandola

### Drop-In Players:

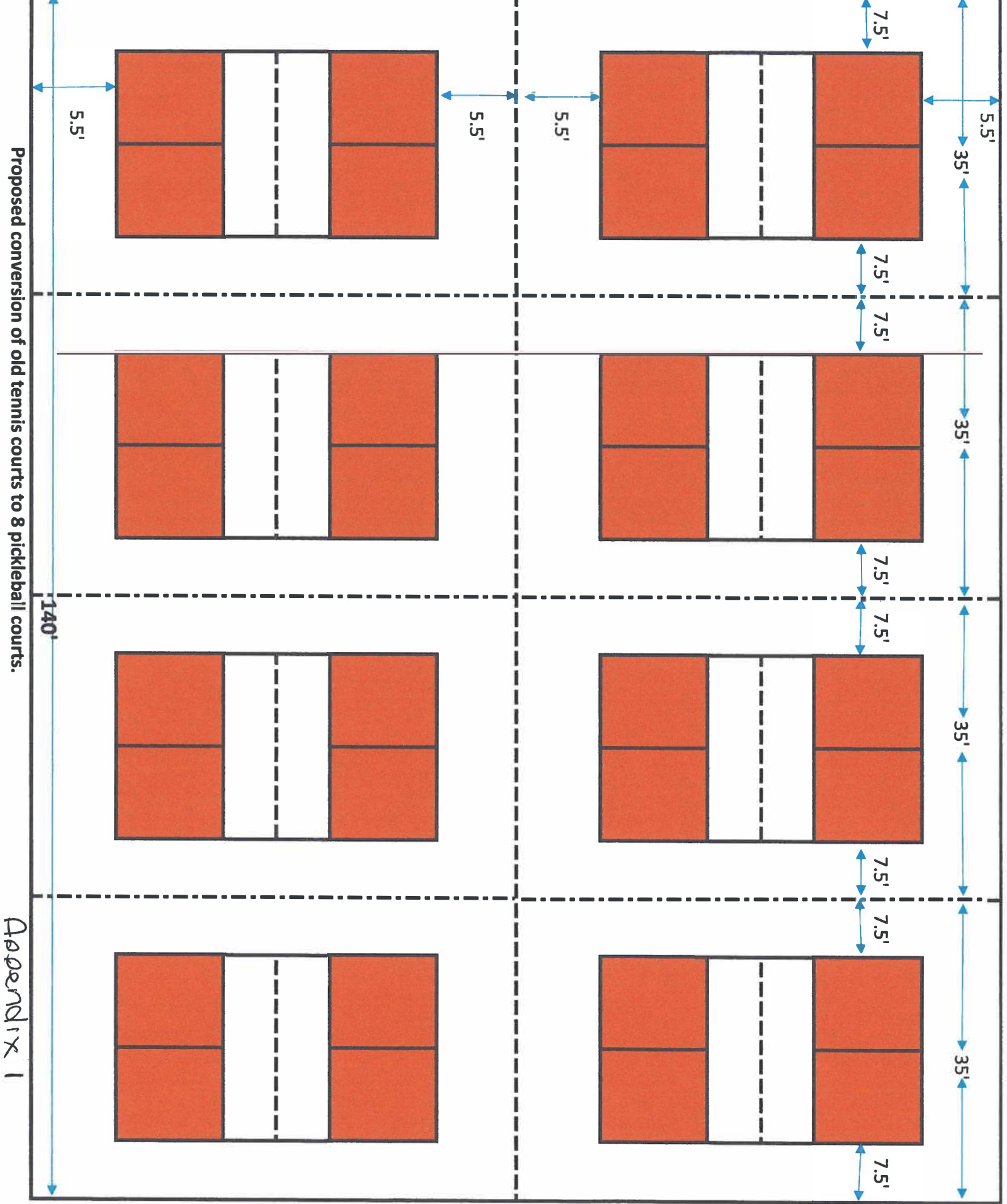
Dan Sribney  
Pat Lafleur  
Tim Kiss

Aaron Sribney  
Jason Schneider  
Terry

Barry Wilkins  
Sierra Busch  
Chris Hoyda

Scott Busch  
Kathy Schreiber  
Keith VandeKeere

Proposed conversion of old tennis courts to 8 pickleball courts.



Fencing to stop Ball between Courts





Appendix 2



# REQUEST FOR DECISIONS

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Delegation

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## Summary

Delegation at 5:45 p.m.

## Overview

Representatives of Barrhead Victim Services will be providing Council with an update of activities for the past year.

## Recommendations

### *Recommendation #1*

That Council accept the delegation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



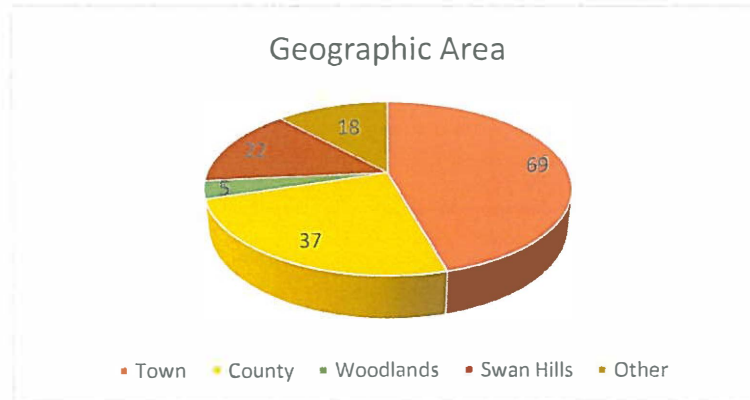
## Program Manager's Annual Report 2017



The Barrhead Community Victim Services Unit has seen some increase and some decrease in numbers for 2017 in activities and files. The following stats are for the reporting fiscal year from January 1, 2017 – December 31, 2017:

The total new files generated for Barrhead Community Victim services in **2017 were 168** which lower than 2016 but and increase in the Town of Swan Hills showing an increase from 14 files in 2016 to 22 new files for 2017. There was a slight increase in the Crisis Callouts from 31 in 2016 to 37 in 2017.

The following geographical chart will show where the new files were generated in our communities (this chart will not show the number of VSU declined files or files reopened):



**Please note:** the Geographic Area is where the incident occurred. This is not a true picture of where the victims are living.

Within those files generated a total on **223 people were served in 2017** and 244 served in 2016. Some of the duties and responsibilities of the staff and volunteers are: at need crisis care, emotional support, court preparation and accompaniment, provide and give information on Victim Impact Statement, Financial Benefits, Restitution forms and the Victim of Crime Protocol Booklet. Another avenue that is utilized on a regular basis are the referrals to our community partners such as: Barrhead Family and Community Support Services (Foodbank, Advocacy and Support, Thrive Program, Counselling), Alberta Health Services Mental Health and Addictions, Sexual Assault Centre of Edmonton, School Counselors, RCMP, School Resource Officer and more. We also work closely together with the Probation and the Crown Prosecutor's office to best streamline and assist with the judicial process. Community Partnership are a vital piece for Victim Services as this creates a holistic approach and lessens the impact on the victim.

Public Awareness Events gives VSU the opportunity to showcase who we are and make the community aware of some of the issues that is facing our communities. One of the events that VSU took place in again this year was the Party Program in May. This to educate grade 9 junior



school students on high risk behavior in school, community at home and at parties. This was in partnership with Alberta Health Services, the Barrhead Composite High School, Rose Garden Funeral Home, Police, Fire and Ambulance. A different approach was taken this year with a scenario where students are overdosing at the Splash Park.



VSU also participated in the Barrhead Make a Connection Night and the Swan Hills Wellness Fair. Again, this is a great way to showcase VSU and interact with the public. Barrhead VSU is also represented at: Inter-Agency, Barrhead Cares, Community Action for Healthy Relationships and the Barrhead Elder Abuse Community Advisory Group. We continued our relationship with Barrhead Composite High School counselling staff so VSU can go into the school and do court preparation with students that may be victims and are being subpoenaed to court. Over the past couple of years this was a great way to help lessen the stress for young people going to testify in court.

**The following are some highlights in 2017:**

- ✓ Contest for a new VSU Logo. Winner was a student from Neerlandia Public Christian School.
- ✓ Program Manager also had additional talks with the Swan Hills Council and Woodlands Council to secure new yearly funding of \$1000.
- ✓ The following training session were attended by Volunteer Advocates and/or Program Manager: Critical Incident Stress Management, Program Managers Training, PTSD Regional Training in Fort Saskatchewan and Westlock Regional training on Advocate Safety, Missing and Murdered.



- ✓ A number of fundraisers were held to bring awareness and raise funds for VSU. A special thanks to The Brick for the BBQ, Pillow Fundraiser and the Coop for the Décor Sale, Concession at the Barrhead Rodeo and 50/50 Draw during the Rodeo Finals. A casino was also held in June for Barrhead VSU.



One of the most valuable assets and gift to Barrhead Community Victim Services are the countless hours that are spend by our volunteers. Whether they volunteer as a Victim Advocate, Board Member or a volunteer for special events like a casino these folks is what makes this service so valuable to the community. In 2017, there are 9 people on the Board, 5 Victim Advocates and approximately 12 volunteers that help in other capacity. A special heart felt **'Thank you'** goes to all the volunteers. See Chart below for Volunteer Hours:

Victim Assistance	Debriefing / CISD	Court Prep / Support	Admin	Meetings	Training	On-Call	Public Relations Activities	Fundraising
115.5	6	61	163.75	176.50	23	8688	8.5	335
Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours

One of the biggest partnerships and relationships that we have and could not be without is with the Barrhead and Swan Hills RCMP. Under the great leadership of Sgt. Bob Dodds, Cpl. Riley Sutherland in Barrhead and Sgt. Dean Purcka in Swan Hills along with our Liaison Member Cst. Natalie Tung it has been a successful 2017 to the detachments. All the members and the support staff in both communities have been a vital part of Barrhead Community Victim Services referral process and our work. There continues to be very dedicated Volunteer Advocates in both Barrhead and Swan Hills who serves those people most effect by crime and tragedy. The working atmosphere in the detachments are very welcoming, caring and humours. Thank you again to all those in both detachments for your partnerships and support. Sadly, Cst. Natalie Tung resigned her RCMP Liaison Position as she took a new position in Edmonton with the Internet Child Exploitation Unit. We welcomed both Cst. Robert Hynes and Cst. Sarah Harding as the interim Liaison until the position will be re-assigned.

I look forward to 2018 with continuous growth, new partnership, community relationship and new adventures.

Heidi Magus  
 Program Manager  
 Barrhead Community Victim Services



# REQUEST FOR DECISIONS

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Delegation

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## Summary

Delegation at 6:00 p.m.

## Overview

Mr. Peter Bundscherer will be meeting with Council to discuss concerns along 55<sup>th</sup> Street.

## Recommendations

### *Recommendation #1*

That Council accept the delegation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



June 29, 2018

RECEIVED

JUL 03 2018

To Barrhead Town Council,

Please be advised that I would like to address town council for 5-10 minutes on July 10, at 5pm. I have two concerns that need your attention.

1. 55 Street - poor driving conditions, pot holes etc.

2. Speeding on 55 Street is excessive.

Thank You,

Peter and Annemiek  
Bundscherer

Barrhead, AB T7N 1C5  
Phone



Peter Bundscherer



# REQUEST FOR DECISION

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Proclamation – Fetal Alcohol Spectrum Disorder (FASD)

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## Summary

Proclamation – Fetal Alcohol Spectrum Disorder (FASD) – September 7, 2018

## Overview

FCSS is requesting Council proclaim Friday, September 7, 2018 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day.

## Recommendations

### *Recommendation #1*

That Council proclaim Friday, September 7, 2018 as Fetal Alcohol Spectrum Disorder (FASD) Awareness Day.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO

## **Barrhead & District Family & Community Support Services Society**

Box 4616, 4921-50Ave, Barrhead, AB, T7N 1A5

Tele 780-674-3341 Fax 780-674-4571

June 29, 2018

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

Your Worship Mayor Dave McKenzie,

On behalf of the community of Barrhead, I am writing to request that you officially proclaim Friday September 7<sup>th</sup>, 2018 at 9:00am as FASD Awareness Day. Across Canada and around the world we will be joined by numerous communities participating in FASD Awareness Day.

Fetal Alcohol Spectrum Disorder (FASD) is a preventable, lifelong disability resulting from prenatal exposure to alcohol that has no cure. While there are no statistics on the prevalence of FASD in Canada or Alberta, research estimates that 9 in every 1,000 babies are born with FASD. In Alberta, this means that there are more than 36,000 Albertans with FASD, and an estimated 450 babies are born with the disorder every year.


A child with FASD grows up to be an adult with FASD. Individuals with FASD may require extensive support and services related to health, mental health, social services, education and training, justice, addictions, and family supports throughout their lives.

Barrhead Family and Community Support Services support and advocate for individuals and families living with FASD.

On September 7<sup>th</sup> we are asking the world to remember that during the nine months of pregnancy, a woman and her baby should remain alcohol free.

Please let me know if you are able to read the attached proclamation on September 7<sup>th</sup> at 9am at the Barrhead Gazebo, it would be an honor to have you present.

Yours truly,



Cheri Jantz  
FASD Support Worker  
Barrhead FCSS

**Barrhead & District Family & Community Support Services Society**

Box 4616, 4921-50Ave, Barrhead, AB, T7N 1A5

Tele 780-674-3341 Fax 780-674-4571

International FASD Awareness Day

Friday September 7th, 2018

Proclamation Fetal Alcohol Spectrum Disorder

**Whereas:** children are our most important asset and it is our responsibility to care for, nurture and protect them; and

**Whereas:** Individuals with FASD in Barrhead and surrounding areas may require extensive support and services related to health, mental health, social services, education and training, justice, addictions, and family supports throughout their lives.

**Whereas:** FASD is a preventable disability and a national health concern for individuals, families, communities, and society-at-large; and

**Whereas:** in order to reduce the incidence of FASD, it is essential communities provide women and their partners with support and information; and

**Whereas:** parent, professionals, individuals living with FASD, and other people will observe International FASD Awareness Day on September 7<sup>th</sup>, 2018.

**Therefore:** I Dave McKenzie, Mayor of Barrhead, on behalf of the Barrhead Town Council and the people of our town, do hereby proclaim September 7<sup>th</sup>, 2018 as Fetal Alcohol Spectrum Awareness Day in the town of Barrhead. I encourage everyone in our community to act with compassion and understanding towards those individuals whose lives were affected by alcohol before they were born and to support pregnant women, and those who may become pregnant, to have a healthy pregnancy.



# REQUEST FOR DECISION

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** AUMA Position on the Local Authorities Election Act (LAEA)  
Consultation

## Summary

AUMA Position on the Local Authorities Election Act (LAEA) Consultation

## Overview

Attached for Council's review is AUMA position on the potential amendments to the Local Authorities Election Act (LAEA).

Members can also provide their input to the Province by July 31, 2018.

## Recommendations

### *Recommendation #1*

That Council accept the AUMA Position on the Local Authorities Election Act (LAEA) Consultation as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO

## **Cheryl Callihoo**

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**From:** Martin Taylor  
**Sent:** Thursday, July 05, 2018 10:04 AM  
**To:** Cheryl Callihoo; Gail Hove  
**Cc:** Dausen Kluin; Dave McKenzie; Don Smith; Leslie Penny; Rod Klumph; Shelley Oswald; Ty Assaf  
**Subject:** FW: AUMA Positions on LAEA Consultation  
**Attachments:** AUMA Positions on LAEA Consultation.pdf

Cheryl, for new business, thanks

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**From:** Dan Rude [mailto:drude@auma.ca]  
**Sent:** Thursday, July 5, 2018 9:55 AM  
**Subject:** AUMA Positions on LAEA Consultation

Good morning CAO's and Mayors,

Alberta Municipal Affairs has launched a short engagement process on potential amendments to the *Local Authorities Election Act* aimed to bring rules for local elections closer in line with those for provincial elections. Municipalities are encouraged to review the positions AUMA members adopted at the 2016 AUMA Convention and provide their input to the province by July 31.

Municipalities are urged to highlight key issues such as the potential addition of "per donor, per year" limits of \$4,000 dollars in total donations per person to all candidates, which will be very difficult to implement in local elections given the lack of a central body like a party that monitors all incoming contributions. This is also an ideal opportunity to promote innovative ideas raised by municipalities such as enabling electronic voting in local elections. An additional idea strongly supported by AUMA members is the creation of a tax credit for individual campaign donations, which would further bring the rules for local elections in line with provincial and federal elections.

A list of potential changes that align, conflict, or are outside the positions adopted by AUMA members is included below:

### **Aligns with AUMA Positions**

- Requirement for self-funded candidates to disclose their campaign finances regardless of the amount of money funded.
- Requirement for all candidates, including self-funded campaigns, to open a campaign bank account.
- Requirement for all candidates to register with the municipality prior to accepting campaign contributions or spending campaign funds.
- Establishment of rules on third-party advertising.
- Alignment of definition of and dollar values and percentages for ticket sales considered to be a contribution at fundraising functions with provincial standards. *(AUMA had advocated for a \$100 exemption for anonymous contributions, but had also supported alignment with provincial standards. Provincial rules only allow anonymous contributions under \$50.)*
- Allowance for an elector to vouch for another elector in place of identification.
- Allowance for council to appoint a substitute returning officer rather than mayor/reeve.
- Prohibition of campaign activities within a certain distance of voting stations. *(Options were presented for 25m, 50m, 100m, and on surrounding properties. AUMA had advocated for a 100m restriction.)*

### **Conflicts with AUMA Positions**

- Ban on all union and corporate donations. *(AUMA supported a ban on union and corporate donations only if a tax credit will be provided for individual donations.)*
- Creation of "per donor, per year" contribution limit of \$4,000 per person to all candidates combined. *(Given the lack of central coordinated body like the party system in provincial elections, this change would be extremely difficult to implement in local elections. Previously, donations were allowed up to \$5,000 to each candidate.)*

- Requirement for municipalities to set campaign limits. *(AUMA had advocated for this to be enabled as an option for municipalities, not a requirement.)*
- Requirement for municipalities over 5,000 to hold an advance votes, and enabling option for municipalities under 5,000 to hold an advance vote. *(AUMA had advocated for a requirement for municipalities over 1,000 to hold an advance vote.)*

**No AUMA Position**

- Requirement for municipalities to release a list of candidates immediately after the time limit for withdrawal of notifications has passed. *(It is unclear what details will be developed regarding the length of time that “immediately” refers to and how municipalities would be required to “release” the list – e.g. online, via newspaper, posted in municipal building.)*
- Removal of requirement for municipalities to notify Municipal Affairs of special ballots and have “questionable ballots” reviewed by a provincial special ballot advisor.
- Addition of authority for Returning Officer to accept or reject a special ballot. *(The Returning Officer currently has authority over all ballots other than special ballots.)*
- Creation of contribution limits for fundraising functions.
- Removal of requirement for to an elector reside in Alberta for six months before Election Day to be eligible to vote in elections under the LAEA. *(This potential change aligns with changes to rules in provincial elections, which AUMA has generally been supportive of in principle.)*
- Addition of municipal authority to regulate the use of cell phones in voting stations. *(Elections Canada prohibits the use of cell phones in a manner that jeopardizes privacy or causes disruption. There is no regulation regarding cell phones for provincial elections. The province of New Brunswick has passed similar regulations.)*

**Additional Comments**


- AUMA has strongly advocated for the creation of a tax credit for individual donations, which is not reflected in the potential changes.
- AUMA has advocated for a delay in campaign financing and reporting rules coming into force until after the next election given that some candidates have already begun fundraising.
- AUMA had provided a number of other suggestions that are not reflected in the potential changes including:
  - o Enabling municipalities to utilize electronic voting.
  - o Enabling municipalities to establish a bylaw addressing tie votes.
  - o Broadening the criteria for institutional voting stations to include supportive living facilities based on the level of care rather than age.

**Attached are the questions and the Municipal Affairs LAEA questionnaire along with the AUMA responses based on our positions.**

Sincerely,

**Dan Rude** | Chief Executive Officer  
**ALBERTA URBAN MUNICIPALITIES ASSOCIATION**

---

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# Local Authorities Election Act Amendments

## AUMA Positions

### July 2018

**Note:** This document has been developed in response to the Discussion Guide posted by Municipal Affairs on July 20, 2018. Positions included in this document were passed by AUMA members by resolution at the 2016 AUMA Conference. Areas with no existing AUMA position have been left blank. Additional positions outside those passed by resolution have been added by the AUMA Board, and are denoted by \*.







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**1.0 – Campaign Contributions and Finance Disclosures**

#	Question	Level of Support	Comment Response
1.1	Candidates who fund their own election campaigns should be required to disclose their campaign finances, regardless of amount of money funded.	Agree	Require campaign expenses to be reported by category. Having well-defined categories will improve transparency and consistency of reporting.  Word the legislation to make it clear that surplus and deficit amounts must be reported regardless of whether candidate is running in the next election.
1.2	All municipal election candidates, including self-funded campaigns should be required to open a campaign bank account.	Agree	Specify that financial contributions must be deposited into a separate account at a financial institution in candidate's name.
1.3	Unions and corporations should not be allowed to donate to municipal election campaigns.	Strongly Disagree	AUMA supports prohibiting contributions from corporations, trade unions and employee organizations to candidates in local elections <u>only if</u> a provincial tax credit will be provided when individuals donate to a local election campaigns.
1.4	Donations from fundraising functions should be subject to contribution limits.	Neutral	
1.5	Fundraising functions should be defined the same as fundraising functions in provincial elections	Agree	Align treatment of fundraising activities with the rules used for provincial elections by deeming the donation portion of fundraising proceeds to be a campaign contribution, providing that anonymous contributions of less than \$100 are allowed. This would recognize that a portion of the proceeds for fundraising goes towards covering the cost of the event and the remainder is the true campaign contribution. For example, a \$100 dinner ticket could be allocated as \$60 for the cost of the dinner, with \$40 allocated as a campaign contribution with an allowable tax credit.  A \$100 threshold recognizes that it is very difficult and time consuming to keep detailed records of small fundraising items in silent auctions, pass the



			hat, and other events. These contributions do not represent material amounts and therefore do not need the same level of scrutiny and record keeping.
1.6	The dollar values and percentages for ticket sales, considered to be a contribution, should be the same as in provincial elections.	Agree	<p>Align treatment of fundraising activities with the rules used for provincial elections by deeming the donation portion of fundraising proceeds to be a campaign contribution, providing that anonymous contributions of less than \$100 are allowed. This would recognize that a portion of the proceeds for fundraising goes towards covering the cost of the event and the remainder is the true campaign contribution. For example, a \$100 dinner ticket could be allocated as \$60 for the cost of the dinner, with \$40 allocated as a campaign contribution with an allowable tax credit.</p> <p>A \$100 threshold recognizes that it is very difficult and time consuming to keep detailed records of small fundraising items in silent auctions, pass the hat, and other events. These contributions do not represent material amounts and therefore do not need the same level of scrutiny and record keeping.</p>
1.7	Annual individual contribution limits should be the same as the individual limits for provincial elections at \$4,000.	Neutral	It is unclear what the justification is for reducing the contribution limit to \$4,000.
1.8	The contribution limit for municipal elections should be applied "per donor, per year".	Strongly Disagree	<p>The province should not legislate a maximum limit for what individuals can contribute collectively to all candidates.</p> <p>Given that municipal candidates do not operate under a party system as is the case federally and provincially, it will be administratively challenging to implement the contribution limit provisions. Under the provincial system, each party is able to monitor contributions from an individual; however, without a central coordinating body, enforcing this will be challenging. If this was to become a requirement, the province would need to clarify responsibility for enforcing reporting requirements. Given these challenges</p>

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			<p>it may be beneficial to track contributions annually so as to report via annual tax returns.</p> <p>Given the cumulative impact of the proposed restrictions to donations and self-funding, many candidates will have to reduce their campaign activities, making it much more difficult for new candidates to have an impact and compete against incumbents.</p>
1.9	<p>Do you have anything to add regarding campaign accounts, disclosure statements, contribution limits or banning corporate and union donations?</p>	N/A	<p>Changes relating to campaign financing and reporting should not be enforced until January 1, 2022 after the completion of the 2021 elections.</p> <p>Many candidates have already begun fundraising activities for the next election and as such any new rules could lead to inequities among candidates, create public confusion as to which candidates are following the new legislation versus the old, potentially lead to abuse by candidates, as well as prove difficult to enforce equally.</p> <p>--</p> <p>*Donations from provincial and federal political parties should be banned in addition to corporate and union donations.*</p> <p>Provide clear and comprehensive definitions and timeframes for campaign contributions, allowable campaign expenditures, campaign period, and campaign surplus and campaign deficit.</p> <p>--</p> <p>In-kind donations are not currently explicitly defined in the Act. There should be a section that requires in-kind donations to be fully cost attributed and be included in the contribution limits for individuals, corporations, trade unions, and employee organizations.</p>





		<p>The definition of campaign period should be explicitly defined so it can be consistently applied.</p> <p>--</p> <p>The LAEA should include a provincially funded income tax credit for Albertans who financially support municipal candidates using rates equivalent to the existing provincial tax credit for contributions to provincial election campaigns. Tax credits are critical if the province is restricting donations from unions and corporations.</p> <p>If the province is looking at thresholds and maximum annual credit amount at one half of the provincial credit, then the province should rationalize why it is setting the thresholds and maximum amount at half of the provincial credit.</p> <p>The financial cost should not be shifted to municipalities as it will create inequities between the few municipalities who have the financial flexibility to provide and those that do not.</p> <p>--</p> <p>Extend the time to prosecute an offence of contribution rules to five years after the alleged offence occurred. This accommodates the four year election cycle while providing time for complaint investigation.</p> <p>--</p> <p>Remove the 30 day period and associated late filing fee provisions, and thereby allow the general offence provisions to apply where a candidate has not complied with the requirements. A late payment fee should not excuse a</p>
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		candidate from having to meet a deadline that is based on a reasonable time period and is able to be clearly communicated in advance (i.e., candidate has ample time to prepare and is well aware).
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2.0 – Campaign Expenses			
#	Question	Level of Support	Comment Response
2.1	All prospective candidates should be required to register before they spend campaign funds or accepting campaign contributions.	Strongly Agree	<p>Require all prospective candidates to register with the municipality before or at the time of filing nomination papers, regardless of whether they are self-funding or receiving contributions from others. This will ensure full and consistent disclosure of all sources of funding.</p> <p>As well, it will enable any campaign finance caps to be calculated consistently in terms of the time periods as the start date will be the date of the registration.</p>
2.2	Municipalities should be required to set campaign spending limits.	Disagree	Municipalities should be <u>enabled</u> to set limits through municipal bylaws as an option; rather than a requirement.
2.3	Do you have anything to add regarding candidate registration or campaign spending limits?	N/A	<p>Campaign spending limits should <u>not</u> be legislated.</p> <p>It is not appropriate to set a campaign spending limit when the scope and activities vary according to the size of the constituency that a candidate is representing. For example, the activities of a candidate in a city ward with tens of thousands of residents will be very different from a candidate who is running in a village election.</p>

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3.0 – Third Party Advertising			
#	Question	Level of Support	Comment Response
3.1	The <i>Local Authorities Election Act</i> should include rules on third-party advertising.	Strongly Agree	AUMA supports the establishment of disclosure provisions for third party lobby groups through the LAEA and/or through other legislation consistent with the requirements of the <i>Election Finances and Contributions Act</i> .
3.2	If the answer to question 3.1 was Agree or Strongly Agree, the rules for third-party advertising should align those used in the <i>Election Finances and Contributions Disclosure Act</i> for Alberta provincial elections (including definition of third-party advertiser, registration, spending limits, receipts, and reporting).	Strongly Agree	N/A
3.3	If the answer to question 3.1 was Disagree or Strongly Disagree, please explain.	N/A	N/A
3.4	Do you have anything to add about third-party advertising?	N/A	Given that municipalities do not follow a political party platform, much of the campaigning may not be able to be linked to a particular candidate.
3.5	Do you have alternate suggestions to address third-party advertising?	N/A	In instances where a third party advertises for or against a specific candidate, provisions could be set out for contribution limits and disclosure.





4.0 – School Board Trustee Elections			
#	Question	Level of Support	Comment Response
4.1	School board trustee candidates should be subject to the same campaign finance and disclosure rules as municipal candidates.	Strongly Agree	Prospective school board trustee candidates should be subject to the same campaign finance and contribution disclosure requirements as municipal candidates. This will promote consistency for local elections and better understanding for the public.
4.2	Do you have anything to add about the application of campaign finance and disclosure requirement to school board trustee candidates?	N/A	

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5.0 - Campaign Finance General Clarifying and Technical Amendments			
#	Question	Level of Support	Comment Response
5.1	Do you have any additional comments/suggestions regarding campaign surpluses specifically, surpluses donated to the municipality?	N/A	
5.2	Do you have any additional comments/suggestions regarding campaign surpluses, generally?	N/A	Provide clear and comprehensive definitions and timeframes for campaign contributions, allowable campaign expenditures, campaign period, and campaign surplus and campaign deficit.  Word the legislation to make it clear that surplus and deficit amounts must be reported regardless of whether candidate is running in the next election.
5.3	Do you have any additional comments/suggestions regarding the definition of campaign "expenses"?	N/A	AUMA supports alignment of the definition of "campaign expense" with the <i>Alberta Election Finances and Contributions Disclosure Act</i> .
5.4	Do you have any additional comments/suggestions regarding campaign expense reporting?	N/A	Require campaign expenses to be reported by category. Having well-defined categories will improve transparency and consistency of reporting.
5.5	Do you have any additional comments/suggestions regarding candidate registration during municipal elections?	N/A	AUMA supports proposed amendments to require candidates to register with the municipality prior to accepting campaign contributions.
5.6	Do you have anything to add about campaign finance and disclosure?	N/A	





6.0 – Advanced Votes			
#	Question	Level of Support	Comment Response
6.1	Municipalities greater than 5,000 should be required to hold an advance vote(s).	Disagree	AUMA agrees with the requirement to hold an advanced vote for all municipalities with a population greater than 1,000. Municipalities should have the option to apply to the Minister for an exemption if the municipality believes that the conduct of an advanced vote is not warranted in their election, by-election, or vote on a question.
6.2	Small municipalities (under 5,000) should have the option to hold an advance vote(s).	Disagree	AUMA agrees that all municipalities should have the <u>option</u> to hold an advanced vote. However, all municipalities with a population greater than 1,000 should be <u>required</u> to hold an advanced vote.
6.3	Do you have anything to add about the proposed changes to the rules for advanced votes?	N/A	Municipalities should have the option to apply to the Minister for an exemption if the municipality believes that the conduct of an advance vote is not warranted in their election, by-election, or vote on a question.

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7.0 – Residency Requirements			
#	Question	Level of Support	Comment Response
7.1	An elector should not need to reside in Alberta for six months before Election Day to be eligible to vote in elections under the LAEA.	Agree	
7.2	Do you have anything to add about residency requirements?	N/A	<p>Section 48(1) (Rule of Residence) should be clarified to ensure that a voter only votes once, regardless of the voter's location.</p> <p>Specifically, 48(1)(a.1) should strike "in accordance with subsection (1.1), designate" and replace it with "declare", 48(1)(b) should strike "works, lives, and sleeps and to which" and replace it with "ordinarily lives and sleeps and the residence to which", and 48(1)(e) should strike "if a person leaves the area with" and replace it with "if a person leaves his or her residence" and strike "residence within the area" and replace it "residence is at the new location".</p>



8.0 – Voter Identification			
#	Question	Level of Support	Comment Response
8.1	<p>Are there any additional forms of voter identification that should be accepted on Election Day?</p> <p>Please explain or provide your comments.</p>	N/A	<p>Allow for additional flexibility in meeting the voter identification requirements by expanding the use of attestations (vouching) to include attestations by a voter who has provided proof of their own identity and residence in the jurisdiction, regardless of whether a voters list has been prepared, providing the municipality has the option to address issues through setting out requirements in their local bylaws.</p> <p>Additional flexibility could be enabled by bylaw for municipalities that believe that they require additional flexibility or controls, whether or not they have a list of voters.</p>
8.2	<p>An elector who has shown appropriate identification and signed the required statement should be able to vouch for another elector, regardless of the list of electors.</p>	Strongly Agree	
8.3	<p>Do you have anything to add about voter identification or the proposed changes to vouching?</p>	N/A	<p>There is a need to improve education and processes around voter identification, including how to address situations of recent relocation so that there is consistency within a municipality</p>





9.0 – Substitute Returning Officers			
#	Question	Level of Support	Comment Response
9.1	The council/board (e.g. council or board of trustees), rather than the Mayor/Reeve/Board Chair, should appoint a substitute returning officer if the returning officer is unable to fulfill their duties.	Strongly Agree	
9.2	Do you have anything to add about the proposed changes to substitute returning officer appointments?	N/A	Elected authorities should have the option to appoint a substitute returning officer at the same time the returning officer is appointed. In addition, section 17 should include the following:  "If the secretary is the returning officer and becomes incapable of performing the duties of that office, the person who replaces the secretary will be the substitute returning officer."



10.0 – Nomination Day and Nomination Papers			
#	Question	Level of Support	Comment Response
10.1	Returning officers should be able to refuse nomination papers that are not sworn/affirmed by a potential candidate.		
10.2	Do you have anything to add about nomination day?	N/A	<ul style="list-style-type: none"> <li>• Provide the same time between the nomination date and election date as the timeframe for federal and provincial elections (i.e., at least five weeks).</li> <li>• Allow municipalities to adopt a bylaw to create a nomination period with a set deadline rather than a nomination day.</li> <li>• Require candidates to complete an orientation on council responsibilities and read and agree to comply with the council's code of conduct as part of filing nomination papers.</li> </ul>





11.0 – Election Campaign Advertising and Voting Stations			
#	Question	Level of Support	Comment Response
11.1	<p>Please choose one of the following.            Campaign activities should be prohibited:</p> <ul style="list-style-type: none"> <li>- Within 25m of a facility used as a voting station</li> <li>- Within 50m of a facility used as a voting station</li> <li>- Within 100m of a facility used as a voting station</li> <li>- On the property surrounding the building used as a voting station</li> </ul> <p>Please explain or provide your comments.</p>	N/A	Within 100m of a facility used as a voting station.
11.2	The returning officer should have the authority to enforce campaign advertising at voting stations.		
11.3	Do you have anything to add about campaigning at voting stations?	N/A	Expand the list of prohibited campaign activities in the area that campaign activities are prohibited within. Allowable and restricted campaign activities should be clearly articulated (e.g. relating to signage)

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12.0 – Candidate List			
#	Question	Level of Support	Comment Response
12.1	Municipalities should be required to release a list of candidates immediately after the time limit for withdrawal of nominations has passed.		AUMA does not have an existing position on candidate lists. It is unclear what timeframe “immediately” refers to, and how municipalities will be expected to release the list (e.g. online, newspaper, posted to a bulletin board).
12.2	Do you have anything to add about posting information during an election?	N/A	

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13.0 – Special Ballots			
#	Question	Level of Support	Comment Response
13.1	The Minister of Municipal Affairs should not appoint special ballot advisors.		
13.2	The Returning Officer should have the authority to accept or reject a special ballot.		
13.3	Municipalities should not have to notify the Minister of the use of special ballots.		
13.4	Do you have anything to add about the proposal or alternative suggestions?	N/A	

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14.0 – Additional Items for Consideration			
#	Question	Level of Support	Comment Response
14.1	Do you have anything to add about the regulations under the <i>Local Authorities Election Act</i> ?	N/A	
14.2	Municipalities should have the authority to create rules regarding the use of cell phones in voting stations.		Rules regarding the use of cell phones in voting booths should be aligned with provincial standards.
14.3	Do you have anything to add about the use of cell phones in voting stations?	N/A	
14.4	Do you have anything to add about the definitions of "candidate" and "campaign period"?		
14.5	Do you have any other comments or suggestions to add regarding the proposed changes to the <i>Local Authorities Election Act</i> ?		<p>Provide the returning officer with the authority to enforce those areas within their responsibility (e.g. ability to remove people with electronic devices from voting locations, power to scrutinize and reject nomination forms, etc.)</p> <p>--</p> <p>Allow municipalities the option of using electronic voting.</p> <p>--</p> <p>Enable municipalities to adopt a bylaw setting out how they will address a tie vote (e.g., draw name, conduct a by-election or establish another action).</p>



		<p>Consolidate penalty provisions in Part 6 Offenses section of the Act.</p> <p>--</p> <p>Clarify responsibility for enforcing reporting requirements.</p> <p>--</p> <p>Ensure that the application and enforcement of penalties applies equally to candidates, regardless of whether they won the election or not.</p> <p>--</p> <p>Broaden the criteria for an institutional voting station to include other supportive living facilities based on the level of care rather than age. This recognizes that mobility and access issues are not limited to seniors or hospital patients.</p> <p>--</p> <p>Forms:</p> <ul style="list-style-type: none"> <li>• Ensure all forms and materials are updated to align with legislation in its entirety.</li> <li>• Provide more space on nomination forms for candidates to fill in required information.</li> <li>• Create a form for self-funded candidates to disclose.</li> </ul> <p>Process:</p> <ul style="list-style-type: none"> <li>• Educate and clarify the enforcement of section 152, Advertisement distribution, on voting day.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Educate Returning Officers on how to scrutinize nomination forms and the appropriate degree to which they are responsible for examining or rejecting improper nomination papers and processes by which they should scrutinize nomination forms.</li> <li>• Clarify if and when nicknames are acceptable in the nomination process.</li> <li>• Improve education and processes around voter identification, including how to address situations of recent relocation so that there is consistency within a municipality.</li> <li>• Additional education and partnerships are required between municipalities, Municipal Affairs, and Justice and Solicitor General on the enforcement of LAEA provisions.</li> </ul> <p>--</p> <p>The LAEA should include a provincially funded income tax credit for Albertans who financially support municipal candidates using rates equivalent to the existing provincial tax credit for contributions to provincial election campaigns. Tax credits are critical if the province is restricting donations from unions and corporations.</p> <p>If the province is looking at thresholds and maximum annual credit amount at one half of the provincial credit, then the province should rationalize why it is setting the thresholds and maximum amount at half of the provincial credit.</p> <p>The financial cost should not be shifted to municipalities as it will create inequities between the few municipalities who have the financial flexibility to provide and those that do not.</p>
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# REQUEST FOR DECISION

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Memorandum of Understanding – Enhanced Policing Agreement

## Summary

Memorandum of Understanding – School Resource Officer

## Overview

Attached for Council's review is the Memorandum of Understanding between the RCMP and the Town of Barrhead for the position of School Resource Officer.

## Recommendations

### *Recommendation #1*

That Council authorize the Mayor to sign the Memorandum of Understanding between the RCMP and the Town of Barrhead for the School Resource Officer.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



June 29, 2018

Mayor David McKenzie  
Town of Barrhead  
PO Box 4189  
Barrhead, AB T7N 1A2

RECEIVED

JUL 04 2018

Dear Sir,

**RE: Memorandum of Understanding between the RCMP and the Town of Barrhead**

Enclosed are two copies of the MOU between the Royal Canadian Mounted Police and the Town of Barrhead for an Enhanced Policing Agreement. Please review carefully and if you are satisfied with the MOU, kindly sign and date both copies. Once signed, please send both of the originals back to Operations Strategy Branch with attention to:

Liane Coulter  
11140 109 Street NW  
Edmonton, AB  
T5G 2T4

If you require any additional information, please don't hesitate to contact me at (780) 412-5671.

Thank you,

Liane Coulter  
Business Support Analyst  
Operations Strategy Branch  
'K' Division RCMP

# Memorandum of Understanding

**THIS ARRANGEMENT**, made in duplicate as of the 29<sup>th</sup> day of May, 2018.

## **BETWEEN**

THE ROYAL CANADIAN MOUNTED POLICE  
(Hereinafter referred to as the "**RCMP**")

## **AND**

TOWN OF BARRHEAD  
as represented by the Mayor  
(Hereinafter referred to as the "**Town**")

Collectively referred to as the "Participants".

## **BACKGROUND:**

WHEREAS the Town wishes to provide an enhanced level of provincial policing service and the Province of Alberta, Minister of Justice and Solicitor General has entered into such an Agreement with the Town pursuant to Section 22(1) of the *Police Act* R.S.A. 2000, c.P-17; and,

WHEREAS the Town shall enter into a Memorandum of Understanding (MOU) with the RCMP "K" Division to determine the duties and responsibilities of the RCMP Member employed by the said Agreement; and,

WHEREAS it is acknowledged and agreed that, notwithstanding anything contained herein, the MOU does not create any enforceable legal or equitable rights or any obligations, but merely serves to document the parameters and understanding in principle which have been reached and in respect to the duties and responsibilities of the RCMP Member providing services under this said Agreement.



**NOW THEREFORE THE PARTICIPANTS INTEND AS FOLLOWS:**

**1.0 DEFINITIONS:**

1.1 In this Memorandum of Understanding (MOU) the following terms, in singular or plural form according to the context, are defined as follows:

- i. "RCMP" means the Royal Canadian Mounted Police;
- ii. "MOU" means Memorandum of Understanding;
- iii. "Agreement" means Memorandum of Understanding;
- iv. "Arrangement" means Memorandum of Understanding;
- v. "EAD" means Eastern Alberta District of the RCMP;
- vi. "Detachment Commander" means Non-Commissioned Officer in Charge;
- vii. "OIC" means Officer in Charge;
- viii. "Member" means police officer employed by the RCMP and assigned to the enhanced position; and,
- ix. "RCMP Detachment" means the Barrhead RCMP Detachment.

**2.0 PURPOSE AND SCOPE:**

2.1 This Agreement shall commence on the 1<sup>st</sup> day of July, 2018 and expire on the 30<sup>th</sup> day of June, 2021 and will provide the terms of reference for the RCMP Member, RCMP Detachment, and the Town in relation to the Option 1 Enhanced Policing Agreement between the Town and the Minister of Justice, Solicitor General of Alberta dated 27<sup>th</sup> day of April, 2018.

2.2 This MOU sets out the general duties and responsibilities of the (1) RCMP Member providing services to the Town.

2.3 This MOU does not form a contractually binding Agreement and the Participants acknowledge their mutual intention to resolve all matters arising from this MOU in a fair and amicable way.

### **3.0 DUTIES AND RESPONSIBILITIES OF THE RCMP MEMBER:**

3.1 The role of the RCMP Member under this MOU will be to provide an enhanced level of policing, focused on the prevention of crime, pursuant to the duties and responsibilities under the Provincial Police Service Agreement between the Government of Canada and the Government of the Province of Alberta. The RCMP Member shall not be required to perform any duties or provide any services which are not appropriate to the effective and efficient delivery of police services in the Province.

3.2 The primary function of the RCMP Member under this MOU will be to provide selective enforcement duties and responsibilities, including, but not limited to:

- Perform the duties and responsibilities of a school resource officer.
- Bring awareness to the community with respect to:
  - Domestic Violence
  - Vandalism
  - Crime Reduction/Prevention Strategies
  - Impaired Driving/Drug Use
  - Bullying
- Delivering education and training to schools within the Detachment boundaries relating to the Drug Abuse Resistance Education (D.A.R.E.).

3.3 Additionally, the RCMP Member may participate and offer other public safety programs which may include:

- General duty policing services in accordance with the Provincial Police Service Agreement.
- Traffic Enforcement, under the Traffic Safety Act of Alberta.
- Enforcement of the Gaming and Liquor Act of Alberta.
- Enforcement of the Environmental Protection and Enhancement Act of Alberta (Illegal Dumping, etc.).
- Emergency Planning / Disaster Services relating to special events and policing those special events in the area.

- In support of the Detachment Commander, act as a liaison to the Police Advisory Committee or Community Advisory Group or Community Consultative Group, as may apply.
- Attend meetings with local council as required to report on programs and issues and the steps being taken on those programs and issues.

3.4 The role of the RCMP Member assigned to the Town will be to provide an enhanced level of policing. The RCMP Member will not provide assistance or service in regulatory control or licenses of by-laws (for example: by laws relating to animals and building inspections).

#### **4.0 OBLIGATIONS OF THE RCMP:**

4.1 The RCMP Member position will be maintained as a permanent posting in the Town; however, the RCMP will not be held liable for any vacancy should such occur.

4.2 The Detachment Commander will have sole responsibility for determining the appropriate operational and administrative use of the enhanced policing RCMP Member providing services to the Town.

4.3 The RCMP Member will assist other RCMP detachment / unit locations during emergencies with the understanding that the RCMP will return services to the Town in an amount equal to the time utilized by other detachment / unit locations.

4.4 The RCMP Member is an employee of the RCMP and as such, the RCMP has exclusive responsibility for investigating public / internal complaints involving the RCMP Member and for administering any discipline against the RCMP Member in accordance with the RCMP Act and applicable RCMP Policies / Directives.

4.5 The Detachment Commander will continue to provide the Town's Chief Administrator with the Mayor's Report and the Town of Barrhead Person Hour Tracking Report.

#### **5.0 OBLIGATIONS OF TOWN OF BARRHEAD:**

5.1 The Town intends to participate in ongoing communication with the Detachment Commander with regards to feedback and priorities concerning the enhanced

policing position.

- 5.2 To ensure that all articles contained within the Option 1 Enhanced Policing Agreement between the Town and the Minister of Justice, Solicitor General of Alberta dated 27<sup>th</sup> day of April, 2018 are upheld and kept current / in good standing.

## **6.0 JOINT OBLIGATIONS OF BOTH PARTICIPANTS:**

- 6.1 The Town may provide input on the staffing selection process to fill the enhanced RCMP Member position. The RCMP will have exclusive authority to determine the appropriate and successful candidate for the position.
- 6.2 The RCMP agrees to provide the RCMP Member providing services under this MOU with a suitable work station in the Barrhead RCMP Detachment. Should it be agreed upon that an alternative work site to the RCMP Detachment is required, the Town agrees to provide such alternate work site at no cost to the RCMP. Further the Town agrees to ensure that any such alternative work site selected meets all RCMP security standards and protocols and any cost associated with the Town meeting such security standards and protocol will not be transferred to the RCMP and financially assumed exclusively by the Town.
- 6.3 The RCMP will be responsible for providing basic equipment and training for the enhanced policing RCMP Member in order that he or she may perform those services directly related to enforcement of all Federal and Provincial Statutes and the Criminal Code of Canada. The Town will provide for any specialized training or equipment needs which may be required by the RCMP Member to perform services directly related to the Town by-laws pertinent to public safety, traffic law enforcement and protection of Town and public infrastructures.
- 6.4 As required by either the Town or the RCMP, any unresolved issues between the Town and the RCMP shall be referred to the representatives for resolution pursuant to Article 10.0.

## **7.0 FINANCIAL ARRANGEMENTS:**

- 7.1 The Town shall be charged as per Sections 5 to 8 inclusive, as outlined in the Enhanced Policing Agreement between the Province of Alberta and the Town made the 27<sup>th</sup> day of April, 2018.

**8.0 TERM:**

8.1 Notwithstanding the date on which this MOU is signed by each of the Participants, this MOU shall come into effect on the 1<sup>st</sup> day of July, 2018 and will expire on the 30<sup>th</sup> day of June, 2021. This agreement may be renewed or extended upon such terms as may be mutually agreed to at that time.

**9.0 DEPARTMENTAL REPRESENTATIVES:**

9.1 The following officials are designated as the departmental representatives for purposes of this Arrangement and any notices required under this Arrangement will be delivered as follows:

<b>For the RCMP:</b> Barrhead Detachment Commander 4729 61st Ave Barrhead AB T7N 1A3 (780) 674-4848	<b>For the Town of Barrhead:</b> Chief Administrative Officer PO Box 4189 Barrhead, AB T7N 1A2 (780) 674-5648
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**10.0 DISPUTE RESOLUTION:**

10.1 In the event of a dispute arising from the interpretation or operation of this Arrangement, it will be referred to the Participants' representatives set out in Article 9.0, above, who will use their best efforts to resolve the matter amicably. If such negotiation fails, the Participants intend to refer the matter to the below noted senior parties for resolution:

<b>For the RCMP:</b> District Commander Eastern Alberta District 4806 – 55 Street St Paul, AB T0A 3A1	<b>For the Town of Barrhead:</b> Mayor PO Box 4189 Barrhead, AB T7N 1A2 (780) 674-5648
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**11.0 LIABILITY:**

11.1 Each Participant will be responsible for any damages caused by the conduct of its employees or agents in carrying out the terms of this Arrangement.

**12.0 MONITORING:**

- 12.1 The Participants will meet on an annual basis to review and assess the operation and effectiveness of this Arrangement or as requested to discuss matters of mutual interest.
- 12.2 The Detachment Commander or designate will meet with the Town Mayor and Council, or designate, at least once every quarter to discuss matters of mutual interest or concern.
- 12.3 The District Commander for EAD may meet with the Town Mayor and Council, or designate, on a yearly basis, or as requested to discuss matters of mutual interest concerning this MOU.

**13.0 TERMINATION:**

- 13.1 This Arrangement may be terminated by either Participant at any time, without cause, upon one calendar year's written notice (365 days) to the other.
- 13.2 Termination does not release a Participant from any obligations which accrued while the Arrangement was in force.

**14.0 AMENDMENT TO THE ARRANGEMENT:**

- 14.1 Amendment to this Arrangement may be negotiated by either Participant and may only be amended by the written consent of all the Participants.
- 14.2 This Arrangement shall not be varied by an oral agreement or representation or otherwise than by an instrument in writing of concurrent or subsequent date hereto duly executed by the Participants.

**Recommended by:**



\_\_\_\_\_  
Sgt. Bob Dodds  
Detachment Commander  
NCO i/c Barrhead RCMP Detachment

Date: 2018-06-25

**Signed by the authorized officers of the Participants:**

**For Town of Barrhead:**

\_\_\_\_\_  
David McKenzie  
Mayor  
Town of Barrhead

Date: \_\_\_\_\_

**For the RCMP:**

\_\_\_\_\_  
**T.G. (Todd) Shean, M.O.M.**  
Deputy Commissioner  
Commanding Officer "K" Division

Date: \_\_\_\_\_



# REQUEST FOR DECISIONS

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Policy 43-001, Residential, Commercial and Industrial Waste Management Services

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## Summary

Policy 43-001, Residential, Commercial and Industrial Waste Management Services

## Overview

Attached for Council's consideration is a new Residential, Commercial and Industrial Waste Management Services Policy for the Town of Barrhead.

## Recommendations

### *Recommendation #1*

That Council approve Policy 43-001, Residential, Commercial and Industrial Waste Management Services, as presented.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



# TOWN OF BARRHEAD

## POLICY STATEMENT

**POLICY NUMBER: 43-001**

**RESOLUTION NO.:**

**POLICY TITLE:** RESIDENTIAL, COMMERCIAL AND INDUSTRIAL  
WASTE MANAGEMENT SERVICES

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**AUTHORITY:** Town Council

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**ORIGINAL APPROVAL DATE:** July 10, 2018

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**POLICY STATEMENT:**

To provide an effective and efficient waste management service for residential, commercial and industrial properties.

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**PURPOSE:**

To determine the level of service such as types of carts and bins, schedule and pick-up locations.

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# TOWN OF BARRHEAD

## PROCEDURE STATEMENT

(Policy 43-001)

Waste Management Policy

Effective Date: 18/07/10

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### PROCEDURES:

The Director of Public Works or designate will ensure that the waste management service will be provided in an efficient and effective manner for residential, commercial and residential properties.

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- .1 Residential Properties  
Effective July 23, 2018, residential properties will have front yard cart pick-up.
- .2 Multi-Residential  
Will be provided a choice of two (2), four (4) or six (6) yard bins.
- .3 Industrial  
Will be provided a choice of four (4) or six (6) yard bins.
- .4 Commercial  
Will be provided a choice of four (4) or six (6) yard bins. Location of bin will be a consideration factor.
- .5 Industrial  
Will be provided a choice of four (4) or six (6) yard bins.
- .6 Fees  
Fees will be determined annually by Council in accordance with the Utility Bylaw.
- .7 Life Cycle  
The carts and bins have a 10 year life cycle.

The Director of Public Works is responsible for the scheduling and operation of this service and will review annually methods of improving the service delivery

**COUNCIL REPORTS  
AS OF JULY 10, 2018**

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



**Date:** July 4, 2018

**To:** Mayor McKenzie and Councillors

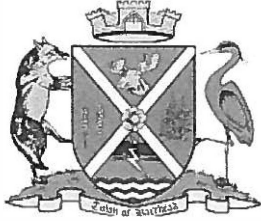
**From:** Martin Taylor, CAO

**Re:** CAO update

- Revised waste management bylaw.
- TSN sign re-installed at curling rink.
- Engineers finalizing tender for lagoon upgrade.
- HR policy review will begin July 19th.
- Discussions with land developers.
- Summer programs underway.
- Administration reviewing the purchasing policy for council approval in August.
- Reviewing various financial software programs.
- Colliers International market study is completed.

Respectfully submitted,  
Martin Taylor, CLGM  
CAO

A handwritten signature in black ink, appearing to read 'M. Taylor', written over the typed name.



## BARRHEAD DEVELOPMENT SERVICES

Monthly Report - 2018

Date: May-June-July

- Attended MPC meeting – work ongoing on MDP
- Attending Volunteer Appreciation wrap up meeting
- Attended Twinning Meeting
- Attended Twinning Conference in Stony Plain
- Attended Municipal Excellence workshop in Kananaskis
- Attended Alberta Development Officers Association Board meeting in Wetaskiwin and ADOA Forum in Stony Plain
- Attended Municipal Affairs workshop in Onoway
- Undertook along with admin staff Safety Codes Council online permit training
- Along with Martin met with developers on potential development for the Town
- Working on policies and bylaws
- Working on mapping and poster requests for Town departments.

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Cheryl Callihoo  
Development Officer



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Martin Taylor, CAO



# REQUEST FOR DECISION

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Bylaw 06-2018, Waste Collection, Disposal and Recycling Bylaw

## Summary

Bylaw 06-2018, Waste Collection, Disposal and Recycling Bylaw.

## Overview

The new automated waste collection truck will be commencing front yard waste collection the week of July 23, 2018.

Commercial and industrial properties will continue to utilize the existing bins which are presently owned by the businesses. These bins will be replaced by Town bins over the next few years at no cost, beginning in August.

A revised bylaw and policy have been prepared for Council's review and approval to reflect changes due to our new collection vehicle and practices.

## Recommendations

### *Recommendation #1*

That Council give Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, all three readings as presented.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO

**THE WASTE COLLECTION, DISPOSAL  
AND RECYCLING BYLAW**

A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA, TO REGULATE AND CONTROL WASTE COLLECTION, DISPOSAL AND RECYCLING IN THE TOWN OF BARRHEAD

WHEREAS, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, a Council may pass Bylaws to provide services **that Council considers necessary** or desirable for the municipality, in whole or part, and will assist in developing **clean** and **sustainable** communities, and;

WHEREAS, the Council of the Town of Barrhead has deemed it desirable and necessary to, by Bylaw, control and regulate waste collection, disposal, and recycling;

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

1. **Title**

This Bylaw shall be referred to as Waste Collection, Disposal and Recycling Bylaw.

2. **Definitions**

For the purpose of this Bylaw the following terms, phrases, words and their derivatives shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular, the masculine shall mean the feminine, and visa versa, and words in the singular number include the plural. The word “shall” is always mandatory and not merely directory.

A. **Apartment House** means a building which is either occupied or intended to be occupied by more than three (3) families living independently of one another upon the same premises and includes, but is not limited to;

- i. senior citizens’ self contained units in a complex of more than three (3) units.
- ii. hotels, licensed cabins, motels and any other type of premises where the occupants normally reside for limited periods.

B. **Ashes** means the residue and cinders from any substances used for fuel;

C. **Appliances** shall be defined as non-useable household appliances such washers, dryers, stoves, fridges, freezers, dishwashers, garburators, hot water tanks, water softeners, furnaces, air conditioners, televisions, stereos, radios and VCR’s

**D. CAO** means the Chief Administrative Officer for the Town of Barrhead, and his/her duly authorized designate(s).

E. **Churches** means places of worship.

F. **Commercial Property** means a business engaged in the direct retailing of goods or provision of services to the final consumer.

- G. **Compost** means uncontaminated grass cuttings, leaves, weeds and garden waste, but does not include putrescible materials, shrubbery or tree prunings, manure, tree stumps, roots, turf or earth or any waste matter resulting from building construction, renovations or repairs.
- H. **Contractors** means any person who has been awarded and has signed the garbage collection contract with the Town of Barrhead.
- I. **Collector** means the Town of Barrhead and/or any person contracted, delegated, or otherwise approved to collect, dispose or recycle waste.
- J. **Council** means the Municipal Council of the Town of Barrhead.
- K. **Duplex** means any building or place occupied or used as a residence by two (2) families.
- L. **Dwelling** means any building or place occupied or used as a residence or place of living by one family (including mobile homes) each individual residence shall be considered a separate dwelling unit.
- M. **4-Plex** means any building or place occupied or used as a residence or place of living by four (4) families.
- N. **Generator** means a person or company that produces refuse.
- O. **Hazardous Waste** means a hazardous waste whether chemical or biological, and can include solids, liquids, gases or any combination thereof, and includes, but may not be limited to the substances defined in the Hazardous Chemicals Act.
- P. **Industrial Properties** means places that carry on one or more of the following activities: the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing distribution or transshipment of materials, goods, products or equipment.
- Q. **Peace Officer** means a member of the Royal Canadian Mounted Police, a **Community Peace Officer**, a Fish and Wildlife Officer or a Bylaw Enforcement Officer.
- R. **Person** means any person, firm, partnership, association, corporation, company or organization of any kind.
- S. **Prohibited Waste** means waste not acceptable at the Barrhead Regional Landfill Site, and shall include, but is not limited, to Hazardous Wastes.
- T. **Refuse** means all decayable materials resulting from the handling, preparation, cooking, consumption and storage of food, along with the following materials: broken dishes, tins, glass, rags, cast-off clothing, waste paper, excelsior, cardboard, sawdust, food containers, grass cuttings, plastic, shrubbery and tree prunings, weeds and garden waste: but does not include trade waste, prohibited waste, manure, tree stumps, roots, turf, earth, furniture, major household appliances, discarded auto parts or such waste matter as may accumulate as a result of building construction, renovation or repair.
- U. **Solid Waste** means refuse, trade waste and all other solid materials that can be disposed of at a sanitary landfill.
- V. **Street** means any public roadway or alley used by waste collection vehicles to gain access to the boundary of a private property from which garbage or refuse is being collected.



W. **Town** means the municipal corporation of the Town of Barrhead.

X. **Townhouse** means an apartment house that has three (3) or more independent living units constructed side by side with each unit having its own front and rear entrance.

Y. **Trade Wastes** shall be understood to include the materials from basement excavations, or other excavations, materials from building construction, and/or demolition, repair, alternations or maintenance of buildings, equipment and/or infrastructure, or material from manufacturing processes.

3. **Preparation of Waste Matter for Collection**

A. A person shall not put out or permit to be put out, ashes, refuse, or trade waste for collection unless:

- i. clippings from shrubs and trees commonly called “brush” are compactly and securely tied in bundles not exceeding 1 m in length nor 25 kg. in weight;
- ii. the refuse is thoroughly drained and wrapped in paper and securely tied before being put into refuse receptacles for collection;
- iii. rags and cast-off garments are tied securely in bundles and placed within refuse receptacles for removal;
- iv. ashes are cooled and put into sealed, disposable containers;
- v. sawdust is put into sealed disposable containers;
- vi. animal feces and any other manure type wastes are packaged separately from other waste in a securely tied double plastic bags before being placed for collection.

4. **Collection**

A. No person, being the owner, occupant, tenant or person in charge of any building or premises shall put out or permit to be put out for collection any waste, garbage, refuse or ashes in receptacles of any type except those defined in Section 5 herein. Any other receptacles may be removed by the collectors as waste.

**B. Plastic bags are banned as receptacles.**

C. No collection of refuse shall be made from any receptacle, except an automated residential container or a commercial container as defined in Section 5, that its weight, with its contents, exceeds 25 kilograms.

D. Nothing in this Bylaw shall be deemed to require the collection by the collector of any appliance, trade waste, and/or hazardous waste.

E. The **Director of Public Works or designate** shall schedule the collection of refuse and shall have sole discretion as to the quantity and class of solid waste.

F. **Refuse** shall be at the pick-up location by 7:00 a.m. on the morning of the collection day.

G. **Refuse** shall not be collected in any receptacle which has been condemned by the Town.

- H. No person shall transport solid waste from out of the Town of Barrhead's boundaries into the Town for collection, disposal and/or recycling.
- I. No person shall pick over, interfere with, disturb, remove, or scatter any refuse placed for collection.

5. **Receptacles**

Receptacles for garbage shall mean a receptacle that is provided by the Town, and are:

- A. A plastic, wheeled automated garbage cart complete with a lid designed to be picked up by the Town.
- B. A commercial bin, for use in commercial, industrial and/or institutional properties, made out of metal, complete with a lid of metal or plastic. The commercial bin is supplied in several sizes by the Town.

6. **Location of Receptacles**

A. Receptacles in residential areas shall be picked up from the front yard only, unless otherwise determined by the Director of Public Works or designate.

B. Receptacles in non-residential and industrial areas shall be picked up in the lane or the back of the property only.

C. A person shall not place or keep or permit to be placed or kept any refuse receptacles or containerized storage bins upon any lane, street, boulevard, sidewalk or highway of the Town, unless otherwise specified in this Bylaw.

D. During snow removal, if a windrow is present adjacent to the curb in front of a property, receptacles must be placed one meter from the windrow, on the street side.

E. Refuse receptacles shall not be placed for collection prior to 7:00 p.m. of the day preceding the collection day;

F. Collection shall not be made from inside any building.

G. Any person, being the owner, occupant, tenant or person in charge of any property or premises who puts out waste for collection shall provide unobstructed and convenient access for collection of such waste.

7. **Transportation of Waste**

A person shall not use or permit to be used any vehicle for the conveyances or storage of waste unless such vehicle is fitted with a suitable cover capable of preventing the dropping, spilling, or blowing off of waste while it is being transported or stored.

8. **Prohibition**

The Town of Barrhead hereby prohibits any person, other than the Town or its approved contractors, from collecting, disposing or recycling refuse in the Town of Barrhead.

The Town of Barrhead does hereby reserve the right to, in whole or in part, contract, delegate or otherwise approve persons to collect, dispose or recycle refuse within the Town of Barrhead or any part thereof.

## 9. **Enforcement**

### A. OFFENCE

- i. A Person who contravenes, breaches or fails to comply with this Bylaw is guilty of an offence.
- ii. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence for each day that the offence continues and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

### B. FINES AND PENALTIES

- i. A Person who contravenes, breaches or fails to comply with this Bylaw is guilty of an offence and is liable to a fine as listed in Schedule "A" of this Bylaw
- ii. If a Municipal Tag is issued in respect of an offence, the Municipal Tag must specify the fine amount established by this Bylaw for the offence.
- iii. A Person who commits an offence may, if a Municipal Tag is issued in respect of the offence, pay the fine amount established by this Bylaw for the offence and if the amount is paid on or before the required date, the Person will not be prosecuted for the offence.
- iv. If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
  - a) specify the fine established by this Bylaw for the offence; or
  - b) require a Person to appear in court without the alternative of making a voluntary payment;
  - c) in the case of a corporation:
    - be served personally to any director or officer of the corporation
    - be served by delivering it personally to a Person apparently in charge of an office of the corporation at an address held out by the corporation to be its address; or
    - be served by mail addressed to the registered office of the corporation.

### C. APPEAL PROCEDURE

- i. The Owner or person who receives a fine pursuant to this Bylaw may request the CAO to review that fine by written notice.
  - a) the written request for a review of a fine issued must be received by the Town Administration within 7 days of the receipt of the Order;
  - b) upon receipt of a written appeal the CAO will review the enforcement file, the bylaw and any other materials provided therewith. The CAO may decide to uphold, vary or revoke the fine and will communicate in writing within 10 days of receipt of the appeal.

## 10. **Non-Compliance with Bylaw**

- A. If a person, being the owner, occupant, tenant or person in charge of any building or premises has been given an order to remedy any condition contrary to any part of this Bylaw and neglects or refuses to comply with such an order within the time specified, the same may be done by the Town at the expense of the person in default. All expenses incurred shall be in addition to and not a substitute for any fines or penalties to which the person may be subject pursuant to the provisions of this Bylaw. On default of payment of these expenses, the Town may recover the expenses thereof with the costs, by action or in like manner as municipal taxes.
- B. Where any waste is used, put out or left in violation of any provision of this Bylaw, the owner, occupant, tenant or person in charge of the property where the violation occurs is liable for the penalty imposed for violation of this Bylaw.

11. **Exemptions**

The employees and agents of the Town are exempted from the provisions of this Bylaw while performing their assigned duties.

12. **Severability**

- A. If a court of competent jurisdiction should declare any Section or Subsection of this Bylaw to be invalid, such Section or Subsection shall not be construed as having persuaded or influenced Council to pass the remainder of the Bylaw, and it is hereby declared that the remainder of the Bylaw shall be valid and remain in force.
- B. In the event of a conflict between any of the provisions of this Bylaw and the provisions of any other Bylaw of the Town, the provisions of this Bylaw shall prevail.

13. **Repeal**

Bylaw 5-97 is hereby repealed.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2018 and passed.

TOWN OF BARRHEAD

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

\_\_\_\_\_  
Martin Taylor, CAO

## PENALTIES

The following represent the penalties that will be accepted by the Town of Barrhead in lieu of prosecution. The penalties shall apply to:

Section 3 - Preparation of Waste Matter for Collection

Section 4 - Collection

Section 5 - Receptacles

Section 6 - Location of Receptacles

Section 7 - Transportation of Waste

Section 8 - Prohibition

The penalty for Section 3, 4, 5, 6, and 7 - \$100.00 per offence

The penalty for Section 8 - \$5,000.00 per offence

**BYLAW 5-97**

**THE WASTE COLLECTION, DISPOSAL  
AND RECYCLING BYLAW**

A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA, TO REGULATE AND CONTROL WASTE COLLECTION, DISPOSAL AND RECYCLING IN THE TOWN OF BARRHEAD

WHEREAS pursuant to the Municipal Government Act, being Chapter M26.1 of the Statutes of Alberta, 1994, and amendments thereto, a Council may pass Bylaws to provide services that, are in the opinion of Council, necessary or desirable for the municipality, in whole or part, and will assist in developing safe and viable communities, and;

WHEREAS, the Council of the Town of Barrhead has deemed it desirable and necessary to, by Bylaw, control and regulate waste collection, disposal, and recycling;

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

1. **Title**

This Bylaw shall be referred to as Waste Collection, Disposal and Recycling Bylaw.

2. **Definitions**

For the purpose of this Bylaw the following terms, phrases, words and their derivatives shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular, the masculine shall mean the feminine, and visa versa, and words in the singular number include the plural. The word "shall" is always mandatory and not merely directory.

A. **Apartment House** means a building which is either occupied or intended to be occupied by more than three (3) families living independently of one another upon the same premises and includes, but is not limited to;

- i. senior citizens' self contained units in a complex of more than three (3) units.
- ii. hotels, licensed cabins, motels and any other type of premises where the occupants normally reside for limited periods.

B. **Ashes** means the residue and cinders from any substances used for fuel;

C. **Appliances** shall be defined as non-useable household appliances such washers, dryers, stoves, fridges, freezers, dishwashers, garburators, hot water tanks, water softeners, furnaces, air conditioners, televisions, stereos, radios and VCR's.

D. **Churches** means places of worship.

E. **Collection Area** means the location within the corporate limits of the Town of Barrhead from which garbage or waste collection shall be made and where the following conditions exist:

- i. there are a minimum of two dwellings per acre, and
- ii. such dwellings are adjacent to areas where collection of waste is already established.

- F. **Commercial Property** means a business engaged in the direct retailing of goods or provision of services to the final consumer.
- G. **Compost** means uncontaminated grass cuttings, leaves, weeds and garden waste, but does not include putrescible materials, shrubbery or tree prunings, manure, tree stumps, roots, turf or earth or any waste matter resulting from building construction, renovations or repairs.
- H. **Contractors** means any person who has been awarded and has signed the garbage collection contract with the Town of Barrhead.
- I. **Collector** means the Town of Barrhead and/or any person contracted, delegated, or otherwise approved to collect, dispose or recycle waste.
- J. **Council** means the Municipal Council of the Town of Barrhead.
- K. **Duplex** means any building or place occupied or used as a residence by two (2) families.
- L. **Dwelling** means any building or place occupied or used as a residence or place of living by one family (including mobile homes) each individual residence shall be considered a separate dwelling unit.
- M. **4-Plex** means any building or place occupied or used as a residence or place of living by four (4) families.
- N. **Generator** means a person or company that produces refuse.
- O. **Hazardous Waste** means a hazardous waste whether chemical or biological, and can include solids, liquids, gases or any combination thereof, and includes, but may not be limited to the substances defined in the Hazardous Chemicals Act.
- P. **Industrial Properties** means places that carry on one or more of the following activities: the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing distribution or transshipment of materials, goods, products or equipment.
- Q. **Peace Officer** means a member of the Royal Canadian Mounted Police, a Special Constable, a Fish and Wildlife Officer or a Bylaw Enforcement Officer.
- R. **Person** means any person, firm, partnership, association, corporation, company or organization of any kind.
- S. **Prohibited Waste** means waste not acceptable at the Barrhead Regional Landfill Site, and shall include, but is not limited, to Hazardous Wastes.
- T. **Refuse** means all decayable materials resulting from the handling, preparation, cooking, consumption and storage of food, along with the following materials: broken dishes, tins, glass, rags, cast-off clothing, waste paper, excelsior, cardboard, sawdust, food containers, grass cuttings, plastic, shrubbery and tree prunings, weeds and garden waste: but does not include trade waste, prohibited waste, manure, tree stumps, roots, turf, earth, furniture, major household appliances, discarded auto parts or such waste matter as may accumulate as a result of building construction, renovation or repair.
- U. **Solid Waste** means refuse, trade waste and all other solid materials that can be disposed of at a sanitary landfill.

V. **Street** means any public roadway or alley used by waste collection vehicles to gain access to the boundary of a private property from which garbage or refuse is being collected.

W. **Town** means the municipal corporation of the Town of Barrhead.

X. **Townhouse** means an apartment house that has three (3) or more independent living units constructed side by side with each unit having its own front and rear entrance.

Y. **Trade Wastes** shall be understood to include the materials from basement excavations, or other excavations, materials from building construction, and/or demolition, repair, alternations or maintenance of buildings, equipment and/or infrastructure, or material from manufacturing processes.

### 3. **Preparation of Waste Matter for Collection**

A. A person shall not put out or permit to be put out, ashes, refuse, or trade waste for collection unless:

- i. clippings from shrubs and trees commonly called “brush” are compactly and securely tied in bundles not exceeding 1.2 m in length nor 25 kg. in weight, and placed beside the refuse receptacles;
- ii. the refuse is thoroughly drained and wrapped in paper and securely tied before being put into refuse receptacles for collection;
- iii. rags and cast-off garments are tied securely in bundles and placed within or beside refuse receptacles for removal;
- iv. waste paper, newsprint and cardboard is securely tied in bundles and placed within or beside refuse receptacles for removal;
- v. ashes are cooled and put into sealed, disposable containers;
- vi. sawdust is put into sealed disposable containers;
- vii. animal feces and any other manure type wastes are packaged separately from other waste in a securely tied double plastic bags before being placed for collection.

### 4. **Collection**

A. No person, being the owner, occupant, tenant or person in charge of any building or premises shall put out or permit to be put out for collection any waste, garbage, refuse or ashes in receptacles of any type except those defined in Section 5 herein. Any other receptacles may be removed by the collectors as waste.

B. No person shall fill or permit to be filled, any garbage receptacle to a greater height than five (5) centimeters below the top of such receptacle.

C. No collection of refuse shall be made from any receptacle, except an automated residential container or a commercial container as defined in Section 5, that its weight, with its contents, exceeds 25 kilograms.

D. Nothing in this Bylaw shall be deemed to require the collection by the collector of any appliance, trade waste, and/or hazardous waste.



- E. The Public Services Foreman shall schedule the collection of refuse and shall have sole discretion as to the quantity and class of solid waste.
- F. Ashes, and/or refuse shall be at the pick-up location by 7:00 a.m. on the morning of the collection day.
- G. Ashes and/or refuse shall not be collected from any receptacle which cannot be emptied in a normal, free-flowing manner.
- H. Ashes, and/or refuse shall not be collected in any receptacle which has been condemned by the Town.
- I. No person shall transport solid waste from out of the Town of Barrhead's boundaries into the Town for collection, disposal and/or recycling.
- J. No person shall pick over, interfere with, disturb, remove, or scatter any refuse placed for collection.

5. **Receptacles**

Receptacles for garbage shall mean a receptacle that is:

- A. A water tight, rust resistant metal or plastic container of circular design, having a metal or plastic water tight cover and a smooth rim, and rigid, fixed handles, the whole being in good condition. Such containers shall be:
  - i. no more than 45 centimeters in diameter at the top and tapered to a lesser diameter at the bottom and being no more than 70 centimeters in height; or
  - ii. no less than 40 centimeters in diameter at the top and tapered to a lesser diameter at the bottom and being no less than 50 centimeters in height.
- B. Non-returnable plastic bags having a maximum capacity of 1 cubic meter and being no more than 75 centimeters in height, no more than 45 centimeters in width and capable of lifting 25 kilograms of contents, securely tied at the top when ready for collection.
- C. A plastic, wheeled automated garbage container complete with a lid designed to be picked up by special vehicles.
- D. A commercial container, for use in commercial, industrial and/or institutional properties, made out of metal, complete with a lid of metal or plastic. The commercial container is supplied in several sizes. All costs associated with obtaining a commercial container are the responsibility of the lessee, tenant or owner of property.

6. **Location of Receptacles**

- A. A person shall not place or keep or permit to be placed or kept any refuse receptacles or containerized storage bins upon any lane, street, boulevard, sidewalk or highway of the Town, unless otherwise specified in this Bylaw.
- B. A person who is the owner, occupant, or person in charge of or responsible for any building or land in the Town shall not allow any refuse receptacle to be placed for collection other than at the rear of the said buildings or premises immediately adjacent to the lane but not to exceed 3.0 meters from the rear property line

- C. In areas of the Town of Barrhead where no lane exists, or during times that the Public Services Foreman has determined that lane pick up is unfeasible, the owner, tenant or occupant shall adhere to the following conditions:
  - i. the pickup location serving a dwelling shall not be further from the street than the front property line of the dwelling;
  - ii. refuse receptacles shall not be placed for collection prior to 7:00 p.m. of the day preceding the collection day;
  - iii. refuse receptacles must be returned to their storage location within twelve (12) hours of being emptied.
- D. Where there is a retaining wall, steep slope or other obstruction between the lane from which the ashes, refuse and trade refuse are collected and the pick up location, the refuse receptacles shall be placed at a convenient height to enable the collector to obtain them from the lane level.
- E. A person, being the owner, occupant, tenant or person in charge of any property or premises shall maintain or ensure that the lane in the rear of the said property or premises to the center line thereof and the storage location on the property are maintained in a clean, tidy and orderly condition.
- F. Collection shall not be made from inside any building except when, in the sole judgment of the Public Services Foreman, it is impractical to place the refuse receptacles outside of the building to await collection.
- G. All authorized collectors of waste may enter yards of any person at all reasonable times for the purpose of carrying out their duties.
- H. Any person, being the owner, occupant, tenant or person in charge of any property or premises who puts out waste for collection shall provide unobstructed and convenient access for collection of such waste.

**7. Transportation of Waste**

A person shall not use or permit to be used any vehicle for the conveyances or storage of waste unless such vehicle is fitted with a suitable cover capable of preventing the dropping, spilling, or blowing off of waste while it is being transported or stored.

**8. Prohibition**

The Town of Barrhead hereby prohibits any person, other than the Town or its approved contractors, from collecting, disposing or recycling refuse in the Town of Barrhead.

The Town of Barrhead does hereby reserve the right to, in whole or in part, contract, delegate or otherwise approve persons to collect, dispose or recycle refuse within the Town of Barrhead or any part thereof.

**9. Enforcement**

It shall be the duty of the Municipal Manager, his delegate, or a Peace Officer to enforce the provisions of this Bylaw.

10. **Penalties**

A. Voluntary Payment Tickets

- i. Where the Municipal Manager, or his delegate, or a Peace Officer of the Town of Barrhead believes that a person has contravened any provisions of this Bylaw, he may serve upon such person a ticket as provided by this Section by:
- ii. either personally or by leaving a copy for his at his last or most usual place of residence with some person there present who is apparently at least 16 years of age, or
- iii. by mailing a copy to the defendant at his last know Post Office address.

B. A notice or form commonly called a violation ticket, having printed wording approved by the Town Council shall state the Section of the Bylaw which was contravened and the amount which is provided in Schedule "A" by this Bylaw that will be accepted by the Town in lieu of prosecution.

C. Upon production of a violation ticket issued, pursuant to this Section, within seven (7) consecutive days from the date of issue, together with the payment, to the Town of Barrhead, of the fee as provided in Schedule "A" of this Bylaw, the person to whom the violation ticket was issued shall not be liable for prosecution for contravention in respect of which the violation was issued.

D. Notwithstanding the provisions of this Section, a person to whom a ticket has been issued pursuant to this Section may exercise his right to defend any charge of committing a contravention of any of the provisions of this Bylaw.

11. **Non-Compliance with Bylaw**

A. If a person, being the owner, occupant, tenant or person in charge of any building or premises has been given an order to remedy any condition contrary to any part of this Bylaw and neglects or refuses to comply with such an order within the time specified, the same may be done by the Town at the expense of the person in default. All expenses incurred shall be in addition to and not a substitute for any fines or penalties to which the person may be subject pursuant to the provisions of this Bylaw. On default of payment of these expenses, the Town may recover the expenses thereof with the costs, by action or in like manner as municipal taxes.

B. Where any waste is used, put out or left in violation of any provision of this Bylaw, the owner, occupant, tenant or person in charge of the property where the violation occurs is liable for the penalty imposed for violation of this Bylaw.

12. **Exemptions**

The employees and agents of the Town are exempted from the provisions of this Bylaw while performing their assigned duties.

13. **Severability**

A. If a court of competent jurisdiction should declare any Section or Subsection of this Bylaw to be invalid, such Section or Subsection shall not be construed as having persuaded or influenced Council to pass the remainder of the Bylaw, and it is hereby declared that the remainder of the Bylaw shall be valid and remain in force.

B. In the event of a conflict between any of the provisions of this Bylaw and the provisions of any other Bylaw of the Town, the provisions of this Bylaw shall prevail.

14. **Repeal**

Bylaw 9-92 and 20-62 are hereby repealed.

Read a first time this 27th day of January, 1997.

Read a second time this 27th day of January, 1997.

Read a third time this 27th day of January, 1997 and passed.

TOWN OF BARRHEAD

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Mayor, Sid Gurevitch

---

Municipal Secretary, John M. MacLean

BYLAW 5-97

SCHEDULE A

PENALTIES

The following represent the voluntary penalties that will be accepted By the Town of Barrhead in lieu of prosecution. The voluntary penalties shall apply to:

Section 3 - Preparation of Waste Matter for Collection

Section 4 - Collection

Section 5 - Receptacles

Section 6 - Location of Receptacles

Section 7 - Transportation of Waste

Section 8 - Prohibition

The voluntary penalty are for Section 3, 4, 5, 6, and 7 - \$50.00 per offense

The voluntary penalty for Section 8 - \$5,000.00 per offense



# REQUEST FOR DECISIONS

**Date:** July 10, 2018  
**To:** Mayor McKenzie & Members of Council  
**From:** Martin Taylor, CAO  
**Re:** Information Items

---

## Summary

Information Items for Council's review.

## Overview

The following information items were presented:

- Municipal Affairs – Minister's Award
- Alberta Recreation & Parks Association – Elected Officials Workshop
- Communities in Bloom Invitation
- Alberta Culture and Tourism – The Stars of Alberta Volunteer Awards
- Barrhead and District Historical Society – Town's Financial Contribution
- Alberta Powerline – Construction Update

## Recommendations

### *Recommendation #1*

That Council accept as information.

Respectfully Submitted by:

Martin Taylor, CMC, CLGM  
CAO



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

RECEIVED

JUN 27 2018

AR94083

June 25, 2018

His Worship David McKenzie  
Mayor  
Town of Barrhead  
PO Box 4189  
Barrhead AB T7N 1A2

Dear Mayor McKenzie,

I would like to thank you for Town of Barrhead's submission of Barrhead Regional Aquatics Centre Solar Project to the Innovation category for the 2018 Minister's Awards for Municipal Excellence. Alberta's municipalities create, implement, and manage many excellent initiatives that make our communities strong and responsive to our residents.

The Minister's Awards Review Committee reviewed 45 submissions to the program this year. Although your submission was not selected to receive an award, I appreciate your work to make Alberta municipalities stronger and your willingness to share your experiences with other municipalities.

I wish you continued success with this initiative.

Sincerely,

A handwritten signature in black ink that reads "Shaye Anderson".

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Martin Taylor, Chief Administrative Officer, Town of Barrhead

June 22, 2018

RECEIVED

JUN 28 2018

Mayor McKenzie & Councillors  
Town of Barrhead  
PO Box 4189  
Barrhead Alberta, T7N 1A2



Dear Mayor McKenzie & all Members of Council;

It is widely understood that a high quality of life is essential to the economic wellbeing of a community and a key aspect of quality of life within a municipality's controls is their recreation and parks programs and services. The Alberta Recreation and Parks Association (ARPA), with the support and encouragement of the AUMA, RMA and the Government of Alberta, have developed a professional development workshop on Recreation and Parks in Alberta for elected officials.

This workshop is complimentary to the Elected Officials Education Program of AUMA and RMA and provides a certificate upon successful completion. The workshop will provide Council members with an understanding of the national framework documents, Framework for Recreation in Canada 2015 - Pathways to Wellbeing and Parks for All - An action Plan for Canada's Parks Community and Common Vision for Increasing Physical Activity and Reducing Sedentary Living as well as the linkages to the Municipal Government Act and other applicable legislation. A significant portion of the day will be devoted to exploring practical examples that you can implement in your community.

We are very pleased to advise you that we have retained the services of the recently retired Mayor of Leduc, Mr. Greg Krischke to deliver the recreation and parks course. The course can be delivered to your Council in various ways:

1) **In your community**

Greg will travel to your community to deliver the workshop as an inservice for your council, senior managers and if you like neighbouring council members.

2) **At events**

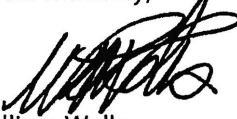
Greg will deliver the course at the ARPA Conference and Energize Workshop on Thursday October 25, 2018 at the Fairmont Jasper Park Lodge.

3) **Online**

You can learn at your own pace through two online course options. Greg will available to answer questions via email in one of the options.

Please contact ARPA by telephone at 780-415-1745 or email [arpa@arpaonline.ca](mailto:arpa@arpaonline.ca) to arrange for this governance course for your council.

Yours sincerely,



William Wells  
Chief Executive Officer

Enclosures (2)

11759 Groat Road NW • Edmonton • Alberta • T5M 3K6  
ph: 780-415-1745 • fax: 780-451-7915 • [arpa@arpaonline.ca](mailto:arpa@arpaonline.ca) • [www.arpaonline.ca](http://www.arpaonline.ca)





## Greg Krischke BPE, ICD.D

Since graduating from the University of Alberta in 1975 with a Bachelor's degree in Physical Education Mr. Krischke has been a passionate supporter of recreation and parks. Greg has been involved in sport and recreation at a community, provincial, and national level.

Starting in 1995 Greg served on Leduc City council for 22 years including the last 13 as Mayor. Since 2004 the City of Leduc doubled in size, built a 309,000 sq ft recreation facility, constructed more than 60 kms of multiway paths and hosted many provincial, national and international events. Greg has served on the boards of the Alberta Recreation and Parks Association (ARPA), the Recreation For Life Foundation (RFLF) and the ARPA Energize sub-committee. Among his several awards, Greg is most proud to have received the Lieutenant Governor's inaugural Active Community, Elected Official award and in 2016 was named the Canadian Sport Tourism Champion of the year.

# Recreation and Parks for Elected Officials Workshop

## Fee Schedule

	ARPA Member	Non- Member	Conditions
<b><u>In Your Community</u></b>	\$3,400.00	\$4,000.00	Up to 10 Participants.
	\$270.00	\$340.00	Per additional participant (up to a maximum of 20 people per workshop).
<b>ARPA Conference Session</b>	\$269.00	\$339.00	Minimum of 10 participants required to run the workshop.
<b><u>Online Course</u></b>	Access to learning resources between April 1 <sup>st</sup> and March 30 <sup>th</sup> each year.		
<i>With support</i>	\$199.00	\$250.00	Email access to instructor
<i>Without support</i>	\$99.00	\$135.00	No access to instructor

All prices are subject to 5% GST



11759 Groat Road  
Edmonton, AB T5M 3K6  
Ph. 780-415-1745  
Fax 780-451-7915

RECEIVED

JUL 04 2018



July 4, 2018

Town of Barrhead #11

5014-50.

Barrhead, Alberta

T7N 1N2

Dear Dave McKenzie and Martin Taylor!

Once again the **Town of Barrhead** and the **County of Barrhead** have chosen to participate in the Communities in Bloom Program as a joint Project. This will be our 5th year in this Program where both Municipalities have agreed to share the costs of promoting and hosting judges in showing the best attributes of the Communities of Barrhead.

**This is an invitation to join us for supper at the Barrhead Golf Club outside of town at 6:30 pm. on Thursday July 26, 2018.** Please verify your attendance by emailing me at [marilyn.flock@gmail.com](mailto:marilyn.flock@gmail.com). or calling 780-305-4317 by July 23, 2018

We would appreciate your attendance as this would allow the judges a chance to meet with some of the Town and County representatives on a more relaxed setting and answer some of the questions that their tour guides cannot.

Looking forward to seeing you there!

Yours truly;

*Marilyn Flock*

On behalf of the

Barrhead Communities in Bloom Committee



ALBERTA  
CULTURE AND TOURISM

*Office of the Minister  
MLA, Calgary-Cross*

RECEIVED

JUL 04 2018

June 28, 2018

His Worship David McKenzie, Mayor  
Town of Barrhead  
PO Box 4189  
Barrhead, AB T7N 1A2

Dear Mayor McKenzie:

Across the province, thousands of volunteers are stepping up to make a difference, to improve the quality of life for all of us, and to make Alberta an even better place to be. Thanks to the dedication and commitment of volunteers, Albertans have access to the recreational, cultural, and social programs and facilities that are at the heart of strong, vibrant communities.

The Stars of Alberta Volunteer Awards were established by the Government of Alberta to shine the spotlight on volunteers and the value of their efforts. The 2018 awards nominations are now open and you can help recognize the remarkable volunteers in your community. Consider submitting a nomination to honour a worthy volunteer in your community and encourage local organizations and individuals to do the same. Share the stories of how volunteers are making a difference in your life and the life of your community.

Six awards, two in each category of youth, adult, and senior, are presented annually on International Volunteer Day, December 5, at Government House in Edmonton. Albertans whose volunteer efforts have contributed to the well-being of their community are eligible to be nominated.

Full information, including a nomination form and a downloadable promotional poster suitable for printing or placement on your community website, can be found on the Stars of Alberta website at [www.alberta.ca/stars-awards](http://www.alberta.ca/stars-awards). The deadline for nominations is September 21, 2018.

Thank you for your support of Alberta volunteers and the Stars of Alberta Volunteer Awards!

Best Regards,

Ricardo Miranda  
Minister

cc: Honourable Shaye Anderson  
Minister of Municipal Affairs



**BARRHEAD and DISTRICT HISTORICAL SOCIETY**  
**P.O.Box 4122**  
**Barrhead, Alberta**  
**T7N 1A1 Canada**

**July 01, 2018**

**Town of Barrhead**  
**P.O. Box 4189,**  
**Barrhead, Alberta**  
**T7N 1A2 Canada**

**Attention: Kathy Vickery**  
**Director of Corporate Services**

**During the 2017 season, the museum has been busy with regular programs available to the public, as well as offering new displays, such as the Flag display done by the Elementary School children during the month of July for Canada's 150th Celebration, as well as an Art display of former artists in the Barrhead area at the Art Gallery. The curator also featured different recipes of preserves and various Canadian cultural activities such as hunting, fishing, trapping, snowshoeing etc,**

**Throughout the winter and summer the board has been steadily decluttering the museum (inside and out) in order to properly focus on the important historical objects we have and giving them the space they deserve and compiling a list of needed repairs, such as for the Farm Implement Hall.**

**The museum, along with the Tourist Information Centre will officially open June 01<sup>st</sup> and operate until September 3, 2018, Tuesdays to Saturdays 10:00am to 5:00pm.**

**We are extremely appreciative of your ongoing financial contribution in the amount of \$4950 to help support our services to the public.**

**Thank-you for your kind attention.**

**Sincerely,**

**Anna Churchill, President**

*Zelda King*

**per procurationem, Zelda King, Secretary**

## Cheryl Callihoo

---

**From:** Little, Kathleen |  
**Sent:** Friday, July 06, 2018 9:55 AM  
**To:** Cheryl Callihoo  
**Subject:** Construction Update - Fort McMurray West 500 kV Transmission Project  
**Attachments:** APL Construction Update - Implosive Splicing Activities.pdf

Dear Ms. Cheryl Callihoo,

Please find attached a copy of the project update letter we are currently distributing to interest holders in the vicinity of the construction area. Starting in mid to late July 2018, Alberta PowerLine (APL) will begin "Conductor Stringing" activities for the Fort McMurray West 500 kV Transmission Project in your area. Alberta PowerLine specialists will be using a technique called implosive splicing to connect the end of two wires together during conductor stringing activities. This process is characterized by a loud noise that can be heard several kilometres from the site.

Our records indicate that you have requested to receive information about this projects by email. If you would prefer to receive project information by postal mail, please let us know. Our toll-free number is 1-855-420-5775 and our email is [contactus@albertapowerline.com](mailto:contactus@albertapowerline.com).

For updates to the schedule and construction activities occurring along the transmission line route, visit our website at [www.albertapowerline.com/Construction/](http://www.albertapowerline.com/Construction/). A video demonstrating implosive splicing is available on the construction tab of the website under the "What to Expect During Construction" section.

Regards,  
**Kathleen Little M.E.S, B.Sc, B.A.**  
Right-of-Way Planner

**Alberta PowerLine**  
2nd Floor 10035 - 105 St. | Edmonton, AB T5J 2V6

vice.

*The information transmitted is intended only for the addressee and may contain confidential, proprietary material. Any unauthorized review, distribution or other use or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.*

The information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. If you receive this in error, please contact the sender and delete or destroy this message and any copies.

## FORT MCMURRAY WEST 500-KV TRANSMISSION PROJECT

### What is changing with construction activities now?

Construction activities have been ongoing in your area and we are now moving into the next phase of construction – Conductor Stringing. Alberta PowerLine specialists will use a technique called implosive splicing to connect the ends of two wires together.

### What are the benefits of this technique?

Implosive splicing is an industry standard technique carried out by specialists under controlled conditions. It creates stronger, more efficient transmission lines and generally decreases the construction duration.

### How will this construction affect me?

When two wire ends need to be connected, they are fused together by an implosion. This process is characterized by a loud exploding noise that can be heard several kilometres from the site. The work will take place daily between 8:00 a.m. and 8:00 p.m.

Implosive splicing crews will be in your area from **July to November 2018**.

### Is there anything I should do?

The construction areas will be marked and we take the necessary precautions to ensure public safety. We request your assistance in keeping people, pets and livestock a safe distance from the construction site and equipment.

To see a video demonstrating implosive splicing, visit [www.AlbertaPowerLine.com/Construction](http://www.AlbertaPowerLine.com/Construction) and look under the “What to Expect During Construction” section.

We apologize for any inconvenience. Please contact us if you have any questions or concerns at 1-844-420-7779 (toll-free) or [contactus@albertapowerline.com](mailto:contactus@albertapowerline.com)

You can also find construction activity and schedule updates by visiting [www.AlbertaPowerLine.com](http://www.AlbertaPowerLine.com)

### Construction activities occur in five phases:

#### 1 Clearing and Brushing

Trees will be removed within the right-of-way to minimize possible interference with the safe operation of the transmission line.

#### 2 Installing Foundations

Installing the foundations may require grading or levelling of the site.

#### 3 Tower Assembly and Erection

The towers will be assembled on site and secured to the foundations. Generally, two cranes are used to lift the tower into place.

#### 4 Conductor Stringing

Once the towers are secured, conductors are attached using cranes or helicopters.

#### 5 Reclamation

This includes final clean-up and post-construction restoration activities such as cleaning up construction debris and preparing the site to support natural vegetation re-establishment.



## What to expect during construction

Construction will occur in phases along the right-of-way to maximize efficiency and minimize disturbance in an area.

Not all phases of construction will necessarily be completed in an area during a single construction season. Depending on weather, resource scheduling, or other factors, construction crews may need to re-visit locations the following construction season to complete required activities and final reclamation work.

During each phase of construction, there will be periods of increased traffic and construction noise within localized areas. APL will strive to reduce disruption and inconvenience during construction where reasonably possible.

## Safety

APL is focused on maintaining a safe work environment for construction crews and members of the public. If you encounter construction activities, or are travelling along the right-of-way, maintain a safe distance from active construction sites.

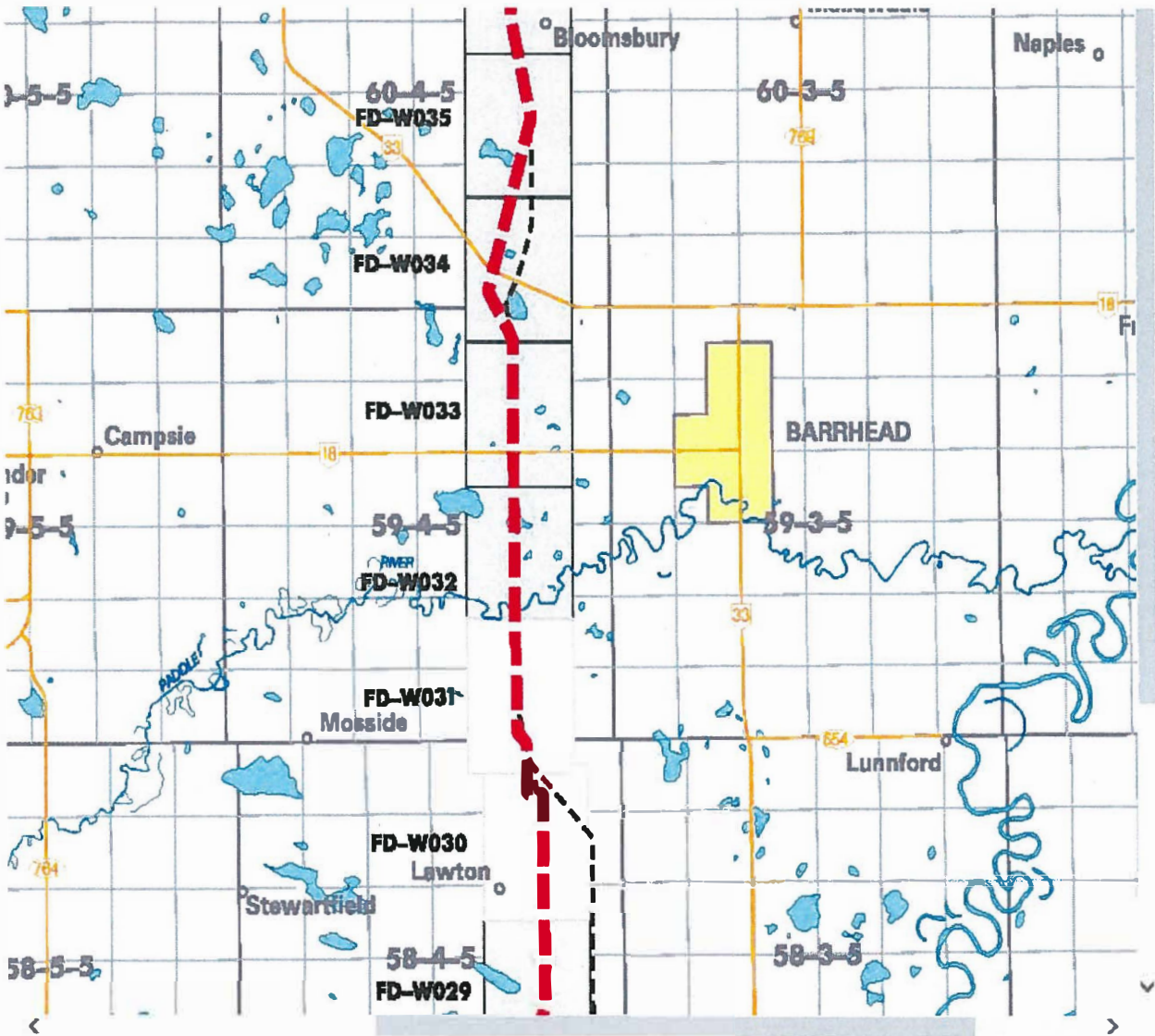
Although line construction may not be actively occurring in an area, access mats and construction materials may be along the right-of-way and might not be easily visible. APL recommends people take extreme caution when travelling near the right-of-way.

For updates to the schedule and construction activities occurring along the transmission line route, visit our website at [www.albertapowerline.com](http://www.albertapowerline.com)

If you have any questions or concerns, please contact us at:  
**1-844-420-7779** (toll-free)  
[contactus@albertapowerline.com](mailto:contactus@albertapowerline.com)

**Alberta  
POWERLINE**  
An **ATCO** company





**LEGEND**

- - - Proposed 500 kV Route Options
- Rejected Route Option
- Provincial Park, Natural Area
- Indian Reserve

**FD-W006**  
1:10,000 Map

**FD-W006**  
1:10,000 Modified or New



**FORT McMURRAY WEST**