



**AGENDA**  
**REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL**  
**TUESDAY, APRIL 9, 2024 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 – March 26, 2024
4. Public Hearings
  - (a) There are no Public Hearings
5. Delegations
  - (a) Delegations at 5:30 p.m. – Ms. Deb Breitkreitz, Ripples Connection
6. Old Business
  - (a) Letter from the Barrhead and District Indigenous Committee
7. New Business
  - (a) There are no New Businesses
8. Reports
  - (a) Council Reports

9. Minutes
  - (a) Barrhead & District Family and Community Support Services – December 21, 2023
  - (b) Barrhead & District Family and Community Support Services – February 15, 2024
  - (c) Community Futures Yellowhead East – February 15, 2024
  
10. Bylaw
  - (a) Bylaw 04-2024 – Property Tax Bylaw
  
11. Correspondence Item
  - (a) There are no Correspondence Items
  
12. For the Good of Council
  
13. Tabled Items
  
14. Closed Session
  - (a) Land – Pursuant to Section 23 of the FOIP Act
  
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, MARCH 26, 2024,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

**PRESENT** Mayor McKenzie, Crs: T. Assaf , R. Klumph, A. Oswald, D. Sawatzky and D. Smith  
Officials: Cheryl Callihoo, Director of Development & Legislative Services

**OTHERS:** Barry Kerton, Barrhead Leader

**ABSENT** Councillor D. Kluin and Ed LeBlanc, CAO

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

**AGENDA** The agenda was reviewed.

102-24 Moved by Cr. Klumph that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Town Council Regular Meeting of March 12, 2024, were reviewed.

103-24 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of March 12, 2024 be approved as presented.

CARRIED UNANIMOUSLY

**PAINTING OF CROSSWALK FOR PRIDE MONTH**

For Council to entertain a request to allow an intersection crosswalk painted in rainbow colors representing the Pride flag, in honour of Pride month, was received.

There were 20 members of the Public present.

Cr. Klumph presented information on Alberta Transportation Standard Crosswalk painting and other information on marked crosswalks and advised that Edmonton has a policy for decorative marked crosswalks. He suggested that Council implement a Town Crosswalk Policy.

104-24 Moved by Cr. Klumph that Council requests Administration to develop a decorative crosswalk policy.

WITHDRAWN

105-24 Moved by Cr. Assaf that Council authorizes the request from Ms. Caitlin Clark to paint a crosswalk across from the TD Bank to the Tim Hortons in rainbow colours representing the Pride flag in honour of Pride month.

CARRIED UNANIMOUSLY

**BANK STATEMENT**

The Monthly Bank Statement for the month ended February 29, 2024, was received.

106-24 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended February 29, 2024, as presented.

CARRIED UNANIMOUSLY

**DEVELOPMENT  
PERMIT**

For Council to review a development permit for Lot 5A and Lot 6, Block 1, Plan 052-1175, being Direct Control, was received.

- 107-24 Moved by Cr. Smith that Council approve the development permit subject to the following conditions:
- the development complies with the Alberta Building Codes and a copy of the permit provided to the Town,
  - that an offsite levy based on Off Site Levy Bylaw 04-2003, be paid to the town in the amount of \$1397.75,
  - that the services to the property be at the cost of the developer.

CARRIED UNANIMOUSLY

**COUNCIL  
REPORTS**

The following Reports to Council as of March 26, 2024, were reviewed:

- Barrhead Cares Coalition
- Barrhead & District Social Housing Association
- Library Board

- 108-24 Moved by Cr. Smith that the following Reports to Council as of March 26, 2024, be accepted as information and as presented:

- Barrhead Cares Coalition
- Barrhead & District Social Housing Association
- Library Board

CARRIED UNANIMOUSLY

**CORRESPONDENCE  
ITEM**

The following correspondence item was reviewed:

Letter from the Barrhead and District Indigenous Committee requesting use of the Barrhead Agrena at no cost for the Indigenous Day event.

- 109-24 Moved by Cr. Klumph that Council accept as information the use of the Agrena at no cost to host the Indigenous Day event on June 21, 2024.

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Cr. Sawatzky attended the Open House for the new Doctor's clinic and stated that it was a nice job on the renovations of the office, congratulations to the new Doctor's clinic.

**CLOSED SESSION –  
FOIP ACT SECTION 17(1) - PERSONNEL**

- 110-24 Moved by Cr. Smith that Council go in closed session at 6:10 p.m.

CARRIED UNANIMOUSLY

**EXITED**

Cheryl Callihoo, Director of Development & Legislative Services exited the Chambers at 6:15 p.m.

**OUT OF CLOSED SESSION**

111-24 Moved by Cr. Assaf that the Council come out of closed session at 6:44 p.m.

CARRIED UNANIMOUSLY

**ADJOURN**

112-24 Moved by Cr. Klumph that the Council Meeting be adjourned at 6:45 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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Director of Development & Legislative Services,  
Cheryl Callihoo

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Administration

**cc:** File

**Date:** April 9, 2024

**Re:** 5:30 p.m. Delegation – Deb Breikreitz, Ripples Connection

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**1.0 PURPOSE:**

To make a presentation and provide information on its programing and request financial support from Council to continue to serve the community.

**2.0 BACKGROUND AND DISCUSSION:**

On March 19, Administration received a request from Ripples Connection to make a presentation to Town Council on their programs and ask for financial support to continue serving the community.

**3.0 ALTERNATIVES:**

- 3.1 Council accepts Ms. Breikreitz's presentation on Ripples Connection as information.
- 3.2 Council tables Ms. Breikreitz's presentation, and request further information to be presented at the next Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

**8.0 ATTACHMENTS:**

**9.0 RECOMMENDATION:**

Council accepts the Ripples Connection presentation on their programing and services as information.

Cheryl Callihoo,  
Director of Development & Legislative Services

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** April 9, 2024

**Re:** Letter from the Barrhead and District Indigenous Committee

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**1.0 PURPOSE:**

For Council to provide financial support for the Indigenous Day event of June 21, 2024.

**2.0 BACKGROUND AND DISCUSSION:**

During the March 26, 2024 Council Meeting, Council passed the following motion:

*Moved by Cr. Klumph that Council accept as information the use of the Agrena at no cost to host the Indigenous Day event on June 21, 2024.*

(Resolution No. 109-24)

**3.0 ALTERNATIVES:**

3.1 Council accept the letter from the Barrhead and District Indigenous Committee, as information.

3.2 Council direct administration to prepare financial support to the Barrhead and District Indigenous Committee.

**4.0 FINANCIAL IMPLICATIONS:**

Depends on the direction of Council.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None



**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Depends on the direction of Council.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Depends on the direction of Council.

**8.0 ATTACHMENTS:**

8.1 Letter from the Barrhead and District Indigenous Committee.

**9.0 RECOMMENDATION:**

Council accepts the letter from the Barrhead and District Indigenous Committee, as information.

Council provides financial support to the Barrhead and District Indigenous Committee in the amount of \$1,000.00 to cover facility and equipment rental costs.

Cheryl Callihoo,  
Director of Development & Legislative Services

Barrhead and District Indigenous Committee  
c/o Barrhead and District FCSS  
5103-51 Street Barrhead, AB T7N 1A5  
780-674-3341

Barrhead Town Council  
Town Of Barrhead  
5014 – 50 Ave.  
Barrhead, AB

Mayor David McKenzie and Council Members,

Barrhead and District Indigenous Committee is a coalition of agencies, community groups and volunteers dedicated to increasing knowledge of Indigenous culture in our community. This year the Committee is once again planning activities for both Indigenous Day and Truth and Reconciliation Day. These events give people in our community a chance to learn about history, indigenous culture and the work that is being done across the country to address the effects of Colonialism on First Nations People.

We are currently working on plans to celebrate Indigenous Day on June 21<sup>st</sup>, 2024. Hosting this event in our community requires a great deal of community support, and partnering with our municipalities is essential for the continued success of this important cultural event. We appreciate all the support from the Town of Barrhead for our event last year and ask council to consider a donation for the 2024 event. Therefore, we are asking for up to one thousand dollars to cover facility and equipment rentals so we are able to host the event regardless of weather conditions.

The committee is busy planning for Indigenous Day and looking forward to a community event filled with entertainment, learning and social connection. The planning committee appreciates the support of Town Council in considering this request and we look forward to your reply,

Should Council require further information regarding this request or want more information about our plans for the Indigenous Day Celebration please contact us.

Sincerely



Darin Flemmer  
Community Development Volunteer Coordinator  
Barrhead and District FCSS Society

**COUNCIL REPORTS  
AS OF APRIL 9, 2024**

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

**Special Board Meeting Minutes**  
Thursday, December 21st, 2023, at 11:30 am

<b>Present</b>	<p>Leslie Penny – Chair          Anthony Oswald – Vice Chair          Albert Mast – Secretary/Treasurer          Karen Gariepy – Executive Director          Terese Koch – Recording Secretary          Sally Littke, Bill Lane, Paul Properzi,          Tom Carroll, Anthony Oswald, Dausen Kluin,          Jean Loitz, Kavitha Kamalahasan, Peter Kuelken</p>	
<b>Absent/ Regrets</b>	<p>Bev Disterheft</p>	
	<p>1) <b>Call to Order:</b>          The special meeting of the Barrhead &amp; District Family and Community Support Services Society was called to order by Leslie Penny at 10:41 am.</p>	
<b>23/12-01</b>	<p>2) <b>Acceptance of Agenda – Additions/Deletions – None</b>           Moved by Kavitha Kamalahasan to accept the agenda. Seconded by Albert Mast.</p>	<b>Carried</b>
<b>23/12-02</b>	<p>3) <b>By-Law Amendments Approval</b>          a) Moved by Sally Littke to accept the changes made to the Barrhead &amp; District FCSS Society By-Laws as presented, with the inclusion of an addition to 5.4.1 to read that, “Woodlands County will appoint one (1) elected municipal council Member to the Board for whatever term they define.” Seconded by Jean Loitz.</p>	<b>Carried</b>
<b>23/12-03</b>	<p>4) <b>Adjournment</b>          Moved by Tom Carroll to adjourn the meeting at 11:45 am.</p>	<b>Carried</b>

**Barrhead & District Family and Community Support Services Society  
Special Board Meeting of December 21st, 2023**

*Julie Penny*

Chairperson

*Larose Koch*

Recording Secretary



**APPROVED**  
Mar 28/24

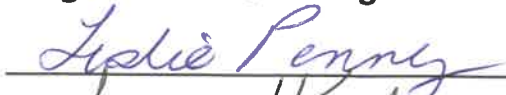
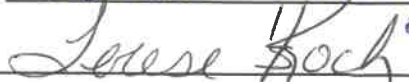
**Regular Board Meeting Minutes**  
Thursday, February 15th, 2024

<b>Present</b>	<p><b>Leslie Penny – Chair</b>  <b>Anthony Oswald – Vice Chair</b>  <b>Karen Gariepy – Executive Director</b>  <b>Kay Roberts – Finance</b>  <b>Terese Koch – Recording Secretary</b></p> <p>Sally Littke, Paul Properzi, Jean Loitz,          Kavitha Kamalahasen, Peter Kuelken</p>	
<b>Absent/ Regrets</b>	<p>Bev Disterheft, Albert Mast, Tom Carroll, Dausen Kluin, Bill Iane</p>	
	<p><b>1) Call to Order:</b>          The regular meeting of the Barrhead &amp; District Family and Community Support Services Society was called to order by Leslie Penny at 9:32 am.</p>	
<b>24/02-01</b>	<p><b>2) Acceptance of Agenda – Additions/Deletions</b></p> <ul style="list-style-type: none"> <li>• Add item c), transfer of funds under Items for Approval</li> </ul> <p>Moved by Paul Properzi to accept the agenda as amended. Seconded by Peter Kuelken.</p>	<b>Carried</b>
	<p><b>3) Board Delegation/Presentation – Darin Flemmer and Leah Jackson</b></p> <ul style="list-style-type: none"> <li>• Darin Flemmer - Community Development/Volunteer Coordinator</li> <li>• Leah Jackson - Program Assistant</li> <li>• Numbers in all programs are increasing.</li> <li>• Poverty Simulation – numbers are not great, and event will probably be canceled. We will not give up and will be trying again.</li> <li>• Santa’s Toybox had over 200 families and there were 20+ adopted families.</li> <li>• Volunteer Appreciation is April 17<sup>th</sup> at Bethel Pentecostal Church.</li> <li>• 55+ Committee – NEW- involves different community groups, including the library, and the town recreational department.</li> </ul>	

	<ul style="list-style-type: none"> <li>● Indigenous Committee will have an Indigenous Day event again on June 21<sup>st</sup> at the Agrena.</li> <li>● FCSS is hosting the Seniors' Dinner on March 15<sup>th</sup>. Board help would be appreciated.</li> <li>● Ft. Assiniboine Seniors' Centre would like to be offered the same programming options as Barrhead.</li> <li>● Income Tax program starts on March 7<sup>th</sup>. Free to low-income people. Thursdays at the FCSS office and Wednesdays at Ft. Assiniboine once Vernice is there.</li> <li>● New Community Guide will be published 3 times per year.</li> <li>● Starting the In-School Mentor program again.</li> <li>● Compass for the Caregiver will be starting February 26<sup>th</sup>.</li> </ul>	
24/02-02	<p><b>4) Items for Approval</b></p> <p>a) Moved by Sally Littke to accept the minutes of the Regular Board Meeting for Barrhead and District FCSS Society from December 21<sup>st</sup>, 2023. Seconded by Jean Loitz.</p>	Carried
24/02-03	<p>b) Financial Statements for December 2023 and January 2024: Moved by Anthony Oswald to accept the financial statements for the 80/20 General Account, Community Account, and Casino Account for the period ending December 31<sup>st</sup>, 2023 and January 31<sup>st</sup>, 2024 as presented. Seconded by Kavith Kamalahasan.</p>	Carried
24/02-04	<p>c) Moved by Paul Properzi to move \$10,000.00 from the Community Program account to the Community Angels for Recreational Enrichment program account. Seconded by Peter Keulken.</p>	Carried
24/02-05	<p><b>5) New Business:</b></p> <p>a) Strategic Plan – Will be updated quarterly with the Board</p> <p>b) Northeast Regional Meeting – May 9<sup>th</sup> and 10<sup>th</sup> at Lessard Lake. Hosted by Barrhead FCSS and Lac Ste Anne FCSS. Please plan to attend.</p> <p>c) CSBT Benefit Plan</p> <ul style="list-style-type: none"> <li>● Moved by Jean Loitz to change the benefit plan from Alberta Municipalities to CSBT (Community Services Benefit Trust). Seconded by Sally Littke</li> </ul> <p>d) Board Policy Review Committee update.</p>	Carried
	<p><b>6) Old business</b></p> <p>a) Transportation Grant – van should be here by June or July.</p> <p>b) Rural Renewal Stream</p>	

	<b>c) Poverty Simulation</b>	
<b>24/02-06</b>	<b>7) Items for Information</b> a) Director's Report b) Northeast Regional Fall Meeting Minutes c) 2024 Annual Insurance Renewal d) Historic black Cemetery Information  <ul style="list-style-type: none"> <li>Moved by Anthony Oswald to accept the above items as information. Seconded by Sally Little.</li> </ul>	<b>Carried</b>
	<b>8) Board Development</b> a) Committees (Document from GoA – AB Culture – Community Spirit)	
	<b>9) In Camera</b>	
	<b>10) Next Meeting</b> Thursday, March 21 <sup>st</sup> , 2024 – Finance committee at 9 am, regular Board meeting at 9:30.	
<b>24/02-07</b>	<b>11) Adjournment</b> Moved by Sally Little to adjourn the meeting at 11:39 am.	<b>Carried</b>

**Barrhead & District Family and Community Support Services Society  
Regular Board Meeting of February 15<sup>th</sup>, 2024**

  
\_\_\_\_\_  
Chairperson  
  
\_\_\_\_\_  
Recording Secretary





**Community FUTURES YELLOWHEAD EAST**  
**CFYE Regular Board Meeting Minutes**  
**Location: Community Futures Yellowhead East Office**  
**Thursday February 15, 2024**

**In Attendance**

Daryl Weber, Ty Assaf, Jim Hailes, Robin Murray, Dave Kusch, Nick Gelych  
 MARVIN SCHATZ, ANNA GREENWOOD, SERENA LAPOINTE, LIZ KRAWIEC

**REGRETS:**

1) **CALL TO ORDER:**

Meeting Called to Order by Vice Chair Daryl Weber @ 1:05 pm  
 Board Chair took over meeting @ 2:05PM

2) **ADOPTION OF AGENDA:**

**Motion# 53 Moved by Robin Murray**  
*That the Agenda be accepted as presented*

**CARRIED**

3) **MINUTES OF PREVIOUS MEETING:**

**Motion # 54 Moved by Jim Hailes**  
*That the minutes of the January 18, 2024, regular board meeting be accepted as presented.*

**CARRIED**

4) **TREASURERS REPORT:**

**Financials As Attached**  
**Sunlife Report – Attached**  
**Motion# 55 Moved by: Ty Assaf**  
*Motion to adopt the treasurers report as presented.*

**CARRIED**

5) **CHAIR REPORT**

**5.1 Board Chair Update –**  
 > **CFNA – Messages from the Chair:** Resignation of ED, RRRF  
 Position Paper Acknowledgment

**Motion # 56 Moved by: Dave Kusch**  
*Motion to accept the CFNA Message from the Chair as information.*

**CARRIED**

> **CFNC – Advocacy Efforts, Key Messaging, Government Relations Toolkit.**

**Motion # 57 Moved by: Ty Assaf**  
*Motion made providing staff with direction to request a meeting with the regional MP's requesting their attendance at the March/April/May meeting if available to discuss advocating in support of the CF messaging going into the next budget deliberations as per the CF Network of Canada Government Relations Toolkit.*

**CARRIED**

6) **IRC REPORT**

**6.1 Business Analyst Update –**  
 > **RRRF Outcome Update**  
 > **Refinancing/New Loan Update**  
 > **Client Update:**

**6.2 Update – Urgent Client Meeting Held Feb 8, 2024**  
 Provide Board with an overview of meeting necessity & outcomes.

**Motion # 58 Moved by: Daryl Weber**  
*Motion to accept the direction provided to staff at the emergency Board/IRC meeting in regard to action to be taken with Client.*

**CARRIED**

**6.3 CGI Loan Program Update: For Information Attached.**

**6.4 Audit Dates Confirmed:**

**Motion # 59 Moved by: Robin Murray**

*Motion to accept Business Analyst Update and other IRC agenda items as information.*

**CARRIED**

**7) OLD BUSINESS**

**7.1 2024 – 2025 Operations Plan Due – Revised and Submitted Copy attached as per motion 49/2024.**

**7.2 External Funds Investment Committee (Daryl, Serena, Ty, Nick )**  
Set Meeting Date: ED to send out meeting date and agenda material for a tentative evening meeting the week of March 4-7

**7.3 Lemonade Day – Board ROI – Feedback – Swan Hills On board**

**7.4 CFLIP Investment Pool – Discussion- Set Committee/Meeting**  
> Draft Info Attached

Board Committee Struck: Nick, Ty & Marvin?

To review existing policy, cflip investment rates to provide final recommendation to the board. ED will arrange to provide information and possible meeting arrangements with the CFLIP Investment Firm.

**7.5 Strategic Planning Session- Ongoing research**

**7.6 Board Training: Review attached.**

Board Member requested a copy of the full list of training modules and the certification criteria. Ed to forward information.

**Motion # 60 Moved by: Dave Kusch**

*Motion to accept Old Business as Information.*

**CARRIED**

**8) NEW BUSINESS**

**8.1 Annual Council Presentations:** Dates Set, Presentation Being Developed. Request for Recommendations to be Included?

**8.2 CRA – Online Portal Access Completed – Daryl Weber assisted with set up.**

**Motion # 61 Moved By: Daryl Weber**

Motion instructing Executive Director, to seek legal advice, regarding process involved to change of Articles of Association and company status to include Executive Director as a non-voting board member, so that CRA recognizes the position as a legal company member, with priority status on the CRA Business account.

**CARRIED**

**9) EXECUTIVE DIRECTOR  
UPDATE  
STAFF REPORTS**

**9.1 Executive Director - As presented**

**9.2 CED Report – As Attached For Information**

**9.3 DSS Report –As Attached For Information**

**Motion # 62 Moved by: Robin Murray**

*Motion to accept staff reports as information.*

**CARRIED**

**10) ROUND TABLE**

**Town of Barrhead: Ty Assaf:** Council reviewing Taxi Bylaw, AHS sent letter providing funding for fire department volunteers.

**Village of Alberta Beach: Daryl Weber:** Ongoing conflict between bordering community fire departments,  
Sno Mo days going ahead within a reduced capacity

**Town of Onoway: Robin Murray-** Fire Department conflict effects town of Onoway as well.  
CAO/Mayor attending leaders caucus meeting.  
Public has been informed as per public election referendum, town of Onoway is currently having a Municipal Forensic Audit conducted by MMP.

**Woodlands County – Dave Kusch:**  
Council recently met with Forestry Minister to discuss anticipated changes to funding and cost requirements involved with continued operations of the airport. Ongoing discussions underway.  
Council discussing possible tax incentives to help small business growth within the county.

**Town of Fox Creek – Jim Hailes**  
Discussion shared regarding Fox Creeks efforts in consideration of building a strip leading up to the Fox Creek airport.  
Prep taking place for fire season. Paving projects being reviewed.  
Way fare Signage up

**County of Lac Ste Anne: Nick Gelych**  
County Fire Department Conflicts include Lac Ste Anne County as well.  
Way finder development completed, discussion regarding challenges to get commercial land developed.  
Regional Medial Clinic Discussed – Challenges with AHS and the College of Physician and Surgeons required to get a dr. New Dr to start next week in Onoway.

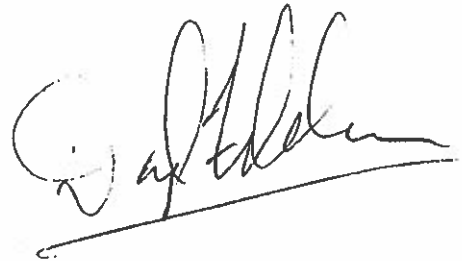
**11) ADJOURNMENT**

**Motion 63 Moved by Dave Kusch**  
*Motion to adjourn @ 3:25 pm.*

**CARRIED**

**12) NEXT MEETING**

**March 21, 2024 \***



Daryl Weber

March 27 2024

# REQUEST FOR DECISION

**To:** Town Council

**From:** Edward LeBlanc, CAO

**cc:** File

**Date:** April 9, 2024

**Re:** Bylaw 04-2024, the Property Tax Bylaw

**1.0 Purpose:**

For Council to pass all three readings to Bylaw 04-2024, the Property Tax Bylaw, for the 2024 taxation year.

**2.0 Background and Discussion:**

The **2024 final property assessments** have been received and recorded. The Town will recognize an overall **increase** in the **taxable** assessments.

2023 TOTAL Taxable Assessment	504,229,040	
2024 TOTAL Growth Assessment Changes	9,872,720	1.96%
2024 TOTAL Market Assessment Change	10,499,000	2.08%
2024 TOTAL Taxable Assessment	524,600,760	
<b>2024 TOTAL TAXABLE ASSESSMENT (INCREASE)</b>	<b>20,371,720</b>	<b>4.04%</b>

Most **residential single-family assessments** increased by an average of **3.23% (+/-)**.

Most of the **non-residential assessments** decreased by an average of **1.37% (+/-)**.

**A breakdown of the 2024 Taxable Assessment values are as follows:**

2023 <b>Residential</b> Taxable Assessment	373,742,050	
2024 Growth Assessment Changes	2,597,070	0.69%
2024 Market Assessment Change	12,078,250	3.23%
<b>2024 Residential Taxable Assessment (higher)</b>	<b>388,417,370</b>	<b>3.92%</b>

2023 <b>Non-Residential</b> Taxable Assessment	130,486,990	
2024 Growth Assessment Changes	7,275,650	5.58%
2024 Market Assessment Changes	-1,579,250	-1.21%
<b>2024 Non-Residential Taxable Assessment (higher)</b>	<b>136,183,390</b>	<b>4.37%</b>

<b>Summary of Change in 2024 Taxable Assessments</b>	
Residential Taxable Assessments (higher)	14,675,320
Non-Residential Taxable Assessments (higher)	5,696,400
<b>TOTAL 2024 Taxable Assessments (higher)</b>	<b>20,371,720</b>

**Municipal Taxes**

In order for Council to continue offering the same level of programs and services that our residents have become accustomed to, Bylaw 04-2024, the Property Tax Bylaw, has incorporated a 2% increase to the municipal portion of the property tax rate for both residential and non-residential properties. The 2% increase was incorporated into the 2024 Final Operating Budget.

Following is a further breakdown of the total assessment changes, first by Growth and then by Market. The increase in the taxable assessment shows the increase in Municipal Taxes raised between 2023 and 2024 based on the taxable assessments and a 2% municipal tax rate increase.

**Assessment – Based on Growth**

For new construction, any changes to progressive assessments (buildings that were under construction during 2023) with a 2% municipal tax rate increase.

<b>Growth Assessment Changes</b>	<b>New Growth Assessment</b>	<b>Increase in Net Municipal Taxes Raised</b>
2024 Residential	2,597,070	\$22,861
2024 Non-Residential	7,275,650	\$106,450
<b>Total Tax Revenue Based on Growth Only</b>		<b>\$129,311</b>

**Assessment – Based on Market Assessment Changes**

For changes in assessments due to the market and sales in the various areas of the Town, with a 2% municipal tax rate increase.

<b>Market Assessment Changes</b>	<b>New Market Assessment</b>	<b>Increase in Net Municipal Taxes Raised</b>
2024 Residential	12,078,250	\$106,321
2024 Non-Residential	-1,579,250	-\$23,106
<b>Total (Increase) Tax Revenue Based on Market Only</b>		<b>\$83,215</b>

<b>Total Increase in Municipal Tax Revenue Between 2023 and 2024 Based on a 2% municipal tax rate increase</b>	<b>\$212,526</b>
--	------------------

It is important to note that the municipal portion of the 2024 property taxes are approximately \$65,800 higher than when Council approved the 2024 Operating Budget in January. The majority of this increase is due to higher than estimated assessments for residential properties.

It is critical that funds continue to be transferred to capital reserves for future projects; therefore, it would be Administration’s recommendation that any additional funds resulting from tax revenues would be transferred to Capital Reserves at year end.

For comparison purposes, the following information provides preliminary municipal tax rate increases for several municipalities in Alberta. Please keep in mind that some of these increases were developed during pre-interim budget deliberations and may change during final budgets.

<b>Municipality</b>	<b>% Municipal Tax Increase (Preliminary)</b>
Town of Blackfalds	2.9%
City of Calgary	3.6%
Town of Cochrane	3.63%
City of Cold Lake	4.98%
Town of Didsbury	1.66%
City of Edmonton	6.6%
City of Grande Prairie	3.28%
Town of Innisfail	2.8%
Town of Jasper	9%
City of Lacombe	3.75%
Town of Morinville	5.21%
Town of Okotoks	4.6%
City of Red Deer	6.15%
City of St. Albert	5.5%
Town of Stettler	3%
Strathcona County	5.87%
Town of Westlock	<u>3.9%</u>
<b>AVERAGE</b>	<b>4.5%</b>

### Tax Increase Summary

**A summary of the impact of the 2% municipal property tax rate increase is as follows.**

The **municipal taxes** paid by the property owner would also be affected by any increases or decreases in their specific property assessment values.

#### PROPERTY TAX RATE INCREASE OF 2% – RESIDENTIAL TAX ACCOUNTS

<b>Properties with decrease in municipal taxes \$200.00 to \$300.00</b>	<b>2</b>	<b>963 Properties = 55%</b>
<b>Properties with decrease in municipal taxes \$100.00 to \$200.00</b>	<b>8</b>	
<b>Properties with decrease from \$1.00 to \$100.00</b>	<b>16</b>	
<b>Properties with increase from \$0.00 to \$50.00</b>	<b>468</b>	
<b>Properties with increase from \$50.00 to \$100.00</b>	<b>469</b>	
Properties with increase from \$100.00 to \$200.00	572	
Properties with increase from \$200.00 to \$300.00	162	
Properties with increase from \$300.00 to \$400.00	36	
Properties with increase from \$400.00 to \$500.00	6	
Properties with increase from \$500.00 to \$600.00	4	
Properties with increase from \$600.00 to \$700.00	3	
Properties with increase greater than \$700.00	5	
<b>Total number of Properties</b>	<b>1,751</b>	

**Based on the above summary, 55% of all residential properties will either see a decrease**

in the municipal portion of their property taxes or an increase of \$100.00 or less. An additional 33% of properties will see an increase of \$100.00 to \$200.00.

**PROPERTY TAX RATE INCREASE OF 2% –  
NON-RESIDENTIAL TAX ACCOUNTS**

Properties with decrease greater than \$500.00	4	<b>254 Properties = 89%</b>
Properties with decrease in municipal taxes \$400.00 to \$500.00	3	
Properties with decrease in municipal taxes \$300.00 to \$400.00	3	
Properties with decrease in municipal taxes \$200.00 to \$300.00	9	
Properties with decrease in municipal taxes \$100.00 to \$200.00	27	
Properties with decrease in municipal taxes \$50.00 to \$100.00	48	
Properties with decrease in municipal taxes \$1.00 to \$50.00	35	
Properties with increase from \$0.00 to \$50.00	81	
Properties with increase from \$50.00 to \$100.00	20	
Properties with increase from \$100.00 to \$200.00	24	
Properties with increase from \$200.00 to \$300.00	8	
Properties with increase from \$300.00 to \$400.00	4	
Properties with increase from \$400.00 to \$500.00	5	
Properties with increase from \$500.00 to \$600.00	5	
Properties with increase from \$600.00 to \$700.00	1	
Properties with increase from \$700.00 to \$800.00	2	
Properties with increase from \$800.00 to \$900.00	1	
Properties with increase greater than \$900.00	7	
<b>Total number of Properties</b>	<b>287</b>	

Based on the above summary, 89% of all non-residential properties will either see a decrease in the municipal portion of their property taxes or an increase of \$200.00 or less. The majority of the 7 non-residential properties that have increased by greater than \$900.00 are properties with assessments of greater than \$1 million.

**Requisitions & Other Tax Rates**

Requisitions are listed as separate tax rates on the property tax notice, in addition to the municipal property tax rates. This portion of taxes are collected and paid directly to the requisitioning authority.

**Alberta School Foundation Fund (ASFF) Requisition:**

The **2024 School Requisition** from the Province has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment to the Province. The comparison between the 2024 and 2023 School Requisition is as follows:

2024 School Requisition	2023 School Requisition	Difference
\$ 1,425,576	\$ 1,410,188	\$ 15,388 Increase

As the school requisition is divided among the total assessment, the school portion of the residential tax rates will be amended as follows:

2024 Residential School Tax Rate	2023 Residential School Tax Rate	Difference	Effect on Each \$100,000 of Residential Assessment



			Value
2.5129	2.6011	0.0882 Decrease	\$8.82 Decrease

The school portion of the **non-residential** tax rates will be amended as follows:

2024 Non-Residential School Tax Rate	2023 Non-Residential School Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Assessment Value
3.5725	3.6459	0.0734 Decrease	\$7.34 Decrease

**Barrhead District Social Housing Association (B.D.S.H.A) Requisition:**

The **2024 B.D.S.H.A Requisition** has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment to the B.D.S.H.A. The comparison between the 2024 and 2023 B.D.S.H.A. Requisition is as follows:

2024 BDSHA Requisition	2023 BDSHA Requisition	Difference
\$ 111,956	\$ 60,450	\$51,506 Increase

This increase will have the following effect on both **Residential and Non-Residential** Properties.

2024 BDSHA Tax Rate	2023 BDSHA Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
0.2158	0.1212	0.0946 Increase	\$9.46 Increase

**Government of Alberta-Designated Industrial Assessment Fee Requisition:**

Starting in 2018, the Town has been requisitioned for the fees associated with the assessment costs for Designated Industrial properties within our boundaries. This will affect the linear properties being electricity, telecommunications, television, cable and natural gas. Total requisition amount is \$567.54 for 2024.

2024 Non-Residential Linear Tax Rate	2023 Non-Residential Linear Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Linear Assessment Value
0.0765	0.0746	0.0019 Increase	\$0.19 Increase

**Aquatic Centre Debenture Tax Rate:**

Funds are being collected for the Aquatic Centre Debenture payment. The Town has ensured that this is listed as a separate line on the tax notices so all property owners can see exactly what the cost is to them. As there was an increase in overall taxable assessments, there is a decrease in this Tax Rate.

2024 Aquatic Centre Debenture Tax Rate	2023 Aquatic Centre Debenture Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
0.5539	0.5756	0.0217 Decrease	\$2.17 Decrease

Attached is the summary of the Residential and Non-Residential historical tax rates from 2018 to 2024 (**Attachment #1**).

**3.0 Alternatives:**

- 3.1 Council pass all three readings of Bylaw 04-2024, the Property Tax Bylaw, as presented.
- 3.2 Council instructs Administration to amend the proposed Bylaw 04-2024, the Property Tax Bylaw, as directed and pass all three readings.
- 3.3 Council tables proposed Bylaw 04-2024, the Property Tax Bylaw, and instructs Administration to provide further information and bring back the information at the next Council Meeting.

**4.0 Financial Implications:**

The majority of the property tax revenues will be received by July 2, 2024.

**5.0 Interdepartmental Implications:**

Not applicable.

**6.0 Senior Government Implications:**

Not applicable.

**7.0 Political/Public Implications:**

Property Tax due date for all tax accounts is July 2, 2024.

**8.0 Attachments:**

- 8.1 Historical Tax Rates from 2018 to 2024
- 8.2 Draft Bylaw 04-2024

**9.0 Recommendations**

Council pass all three readings to Bylaw 04-2024, the Property Tax Bylaw as presented.

(Original signed by the CAO)  
Edward LeBlanc  
CAO

**TOWN OF BARRHEAD PROPERTY TAX RATES  
2018 to 2024 Proposed**

<b><u>RESIDENTIAL &amp; FARMLAND</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b>Proposed <u>2024</u></b>
<b>MUNICIPAL</b>							
General Operations of Council	8.2275	8.4775	8.4775	8.4775	8.4775	8.6301	8.8027
Aquatic Centre Debenture	<u>0.5711</u>	<u>0.5683</u>	<u>0.5782</u>	<u>0.5964</u>	<u>0.5874</u>	<u>0.5756</u>	<u>0.5539</u>
<b>TOTAL MUNICIPAL</b>	<b>8.7986</b>	<b>9.0458</b>	<b>9.0557</b>	<b>9.0739</b>	<b>9.0649</b>	<b>9.2057</b>	<b>9.3566</b>
<b>REQUISITIONS</b>							
Alberta School Foundation Fund	2.6228	2.6349	2.6763	2.6831	2.6747	2.6011	2.5129
Barrhead & Dist. Social Housing	<u>0.1144</u>	<u>0.1146</u>	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>	<u>0.1212</u>	<u>0.2158</u>
<b>TOTAL REQUISITIONS</b>	<b>2.7372</b>	<b>2.7495</b>	<b>2.7984</b>	<b>2.7266</b>	<b>2.8002</b>	<b>2.7223</b>	<b>2.7287</b>
<b>TOTAL TAX RATES</b>	<b>11.5358</b>	<b>11.7953</b>	<b>11.8541</b>	<b>11.8005</b>	<b>11.8651</b>	<b>11.9280</b>	<b>12.0853</b>
<hr/>							
<b><u>NON-RESIDENTIAL</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b>Proposed <u>2024</u></b>
<b>MUNICIPAL</b>							
General Operations of Council	13.8405	14.0905	14.0905	14.0905	14.0905	14.3441	14.6310
Aquatic Centre Debenture	<u>0.5711</u>	<u>0.5683</u>	<u>0.5782</u>	<u>0.5964</u>	<u>0.5874</u>	<u>0.5756</u>	<u>0.5539</u>
<b>TOTAL MUNICIPAL</b>	<b>14.4116</b>	<b>14.6588</b>	<b>14.6687</b>	<b>14.6869</b>	<b>14.6779</b>	<b>14.9197</b>	<b>15.1849</b>
<b>REQUISITIONS</b>							
Alberta School Foundation Fund	3.6296	3.7474	3.9823	4.0989	4.0129	3.6459	3.5725
Barrhead & Dist. Social Housing	<u>0.1144</u>	<u>0.1146</u>	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>	<u>0.1212</u>	<u>0.2158</u>
<b>TOTAL REQUISITIONS</b>	<b>3.7440</b>	<b>3.8620</b>	<b>4.1044</b>	<b>4.1424</b>	<b>4.1384</b>	<b>3.7671</b>	<b>3.7883</b>
<b>TOTAL TAX RATES</b>	<b>18.1556</b>	<b>18.5208</b>	<b>18.7731</b>	<b>18.8293</b>	<b>18.8163</b>	<b>18.6868</b>	<b>18.9732</b>

**BYLAW 04-2024  
PROPERTY TAX BYLAW**

**A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF BARRHEAD FOR THE 2024 TAXATION YEAR.**

**WHEREAS**, the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000, and amendments thereto, authorizes Council to pass a property tax Bylaw annually, and

**WHEREAS**, the Town of Barrhead, in the Province of Alberta has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on January 9, 2024, and

**WHEREAS**, the assessor has assigned the assessment classes to the property on the Town of Barrhead Assessment Roll as;

- Class 1 - Residential,
- Class 2 - Non-Residential, and Non-Residential Linear
- Class 3 - Farm Land,
- Class 4 - Machinery and Equipment, and

**WHEREAS**, property tax rate in this Bylaw shall be referred to as the tax rate, as defined in Section 355 of the Municipal Government Act, times 1,000, and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$9,063,912, and the balance of \$7,241,318, is to be raised by general municipal taxation, and

**WHEREAS**, the estimated municipal expenditures (excluding non-cash items of \$2,094,720) and transfers set out in the budget for the Town of Barrhead for 2024 are estimated at \$ 16,290,420, and

**WHEREAS**, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$169,390, and

**WHEREAS**, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$1,099,540, and

**WHEREAS**, the current year capital revenues and expenditures are estimated as \$5,931,281, and

**WHEREAS**, the Requisitions, including underlevies and overlevies, to create the total 2024 requisition levies are:

<b>ALBERTA SCHOOL FOUNDATION FUND (ASFF)</b>	
Residential and Farmland	\$ 975,374
Non-Residential/Linear	\$ 451,158
<b>BARRHEAD &amp; DISTRICT SOCIAL HOUSING ASSOCIATION</b>	<b>\$ 112,014</b>
<b>GOVERNMENT ALBERTA DESIGNATED INDUSTRIAL PROPERTY</b>	<b>\$ 568</b>

**WHEREAS** the total taxable assessment of all property in the Town of Barrhead as shown on the assessment roll is:

Residential	388,293,270
Farmland	124,100
Non-Residential	124,121,840
Linear, Designated Industrial	7,418,810
Machinery and Equipment	4,642,740
<b>TOTAL TAXABLE ASSESSMENT</b>	<b>524,600,760</b>

**BYLAW 04-2024**

**NOW THEREFORE**, under the authority of the Municipal Government Act, the Council of the Town of Barrhead, in the Province of Alberta, enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on all taxable property as shown on the assessment roll of the Town of Barrhead:

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
<b>General Municipal</b>			
Residential/Farmland	\$ 3,419,122	\$ 388,417,370	8.80270
Non-Residential	\$ 1,816,027	\$ 124,121,840	14.63100
Linear	\$ 108,545	\$ 7,418,810	14.63100
Machinery & Equipment	\$ 67,928	\$ 4,642,740	14.63100
<b>Total</b>	<b>\$ 5,411,621</b>	<b>\$ 524,600,760</b>	
<b>Aquatic Centre Debenture</b>			
Residential/Farmland	\$ 215,144	\$ 388,417,370	0.55390
Non-Residential	\$ 68,751	\$ 124,121,840	0.55390
Linear	\$ 4,109	\$ 7,418,810	0.55390
Machinery & Equipment	\$ 2,572	\$ 4,642,740	0.55390
<b>Total</b>	<b>\$ 290,576</b>	<b>\$ 524,600,760</b>	
<b>Alberta School Foundation Fund (ASFF)</b>			
Residential/Farmland	\$ 975,381	\$ 388,149,670	2.51290
Non-Residential	\$ 424,652	\$ 118,866,980	3.57250
Linear	\$ 26,504	\$ 7,418,810	3.57250
<b>Total</b>	<b>\$ 1,426,537</b>	<b>\$ 514,435,460</b>	
<b>Barrhead &amp; District Social Housing</b>			
Residential/Farmland	\$ 83,763	\$ 388,149,670	0.21580
Non-Residential	\$ 25,651	\$ 118,866,980	0.21580
Linear	\$ 1,601	\$ 7,418,810	0.21580
Machinery & Equipment	\$ 1,002	\$ 4,642,740	0.21580
<b>Total</b>	<b>\$ 112,017</b>	<b>\$ 519,078,200</b>	
<b>Gov't Alberta Designated Industrial</b>			
Non-Residential Linear	\$ 568	\$ 7,418,810	0.07650
<b>Total</b>	<b>\$ 568</b>	<b>\$ 7,418,810</b>	
<b>GRAND TOTAL</b>	<b>\$ 7,241,318</b>		

A summary of tax rates for all assessed value of lands, buildings and improvements shown on the Assessment and Tax Roll of the Town of Barrhead for the year 2024 are as follows:

<u>Municipal:</u>	<u>Residential</u>	<u>Non-Residential</u>	<u>Farmland</u>	<u>Machinery &amp; Equipment</u>	<u>Non-Residential Linear</u>
General Operations of Council	8.8027	14.6310	8.8027	14.6310	14.6310
Aquatic Centre Debenture	<u>0.5539</u>	<u>0.5539</u>	<u>0.5539</u>	<u>0.5539</u>	<u>0.5539</u>
<b>TOTAL MUNICIPAL</b>	<b>9.3566</b>	<b>15.1849</b>	<b>9.3566</b>	<b>15.1849</b>	<b>15.1849</b>
<u>Requisitions:</u>					
Alberta School Foundation Fund	2.5129	3.5725	2.5129	0.0000	3.5725
Barrhead & Dist. Social Housing	0.2158	0.2158	0.2158	0.2158	0.2158
Gov't Alberta Desig. Industrial	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0765</u>
<b>TOTAL REQUISITIONS</b>	<b><u>2.7287</u></b>	<b><u>3.7883</u></b>	<b><u>2.7287</u></b>	<b><u>0.2158</u></b>	<b><u>3.8648</u></b>
<b>TOTAL TAX RATES</b>	<b><u>12.0853</u></b>	<b><u>18.9732</u></b>	<b><u>12.0853</u></b>	<b><u>15.4007</u></b>	<b><u>19.0497</u></b>

**BYLAW 04-2024**

2. That a penalty of twelve percent (12%) shall be added on all unpaid current year taxes, including local improvement taxes, remaining unpaid after July 2, 2024 and shall be added on July 3, 2024.
3. That a penalty of twelve percent (12%) shall be added on all outstanding taxes and related costs that remain unpaid after December 31, 2024 and shall be added on the second (2<sup>nd</sup>) day of January 2025.
4. That payment must be made by cash, debit, money order, internet banking, telephone banking, accepted cheque or draft (draft payable at par), Barrhead, Alberta.
5. That the assessment notice and the tax notice relating to the same property shall be combined on one notice.
6. That any complaint regarding the assessment notice must be lodged within 60 days from the date of mailing of the assessment notice.
7. Should any provision of this bylaw be deemed to be invalid then such invalid provision will be severed from this bylaw and such severance will not affect the validity of the remaining portions of this bylaw, except to the extent necessary to give effect to such severance.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, David McKenzie

\_\_\_\_\_  
Deputy CAO, Cheryl Callihoo

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, David McKenzie

\_\_\_\_\_  
Deputy CAO, Cheryl Callihoo

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2024 and passed.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, David McKenzie

\_\_\_\_\_  
Deputy CAO, Cheryl Callihoo