



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JANUARY 14, 2020 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – December 10, 2019
4. Public Hearings
 - (a) There is no Public Hearing
5. Delegations
 - (a) There is no Delegation
6. Old Business
 - (a) Lagoon Project – Source of Capital Funding
7. New Business
 - (a) Airport Committee – 2020 Operating Budget
 - (b) Airport Committee – 2021-2023 Operating Plan
 - (c) Airport Committee – 10 Year Capital Infrastructure Plan
 - (d) Barrhead Public Library – Revised 2020 Budget
 - (e) Barrhead Public Library – Members-at-Large
 - (f) Barrhead Public Library – 3 Year Budget Plan
 - (g) FCSS – 2020 Operating Budget
 - (h) 2020 Capital Purchases

8. Reports - The Council Reports
 - (a) Council Reports as of January 14, 2020
 - Barrhead Accessibility Coalition
 - Family & Community Support Services Society
 - Library Board
 - Twinning Committee
 - Yellowhead Regional Library Board
 - (b) CAO's Report
9. Minutes
 - (a) Barrhead & District Family & Community Support Services Society – November 21, 2019
 - (b) Joint Town and County Council – December 9, 2019
 - (c) Barrhead & District Twinning Committee – January 6, 2020
10. Bylaws
 - (a) Bylaw 11-2019, the Municipal Public Utilities Bylaw
11. Correspondence
 - (a) Correspondence Items
12. For the Good of Council
13. Tabled Items
14. Closed Session
 - (a) Land – Pursuant to Section 16 of the FOIP Act
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, DECEMBER 10, 2019,
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: Ed LeBlanc, CAO, Kathy Vickery, Director of Corporate Services and Cheryl Callihoo, Director of Development & Legislative Services

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

ABSENT

CALL TO ORDER

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

AGENDA

The agenda was reviewed.

420-19

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 November 26, 2019 were reviewed.

421-19

Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of November 26, 2019 be accepted as presented.

CARRIED UNANIMOUSLY

APPOINTMENTS – MEMBERS AT LARGE

For Council to approve the Members at Large for 2020, was reviewed.

422-19

Moved by Cr. Assaf that Council re-appoints the following Members at Large to December 31, 2020:

- Municipal Planning Commission – Pia Greig and Dave Sawatzky
- Barrhead Regional Fire Services Committee – Les Goertz
- Twinning Committee – Yvonne Harris and Karen Christensen

CARRIED UNANIMOUSLY

POLICY #72-002, THE PROPOSED NEW RECREATION FACILITY RATES POLICY

Policy 72-002, the revised Recreation Facility Rates Policy is being brought forward for approval.

Edward LeBlanc, CAO reviewed with Council.

423-19

Moved by Cr. Penny that Council amends the Recreation Facility Rentals & Rates Policy 72-002 by including the revised recreation fees, as presented.

CARRIED UNANIMOUSLY

UTILITY WRITE-OFF

A report regarding a utility write-off was reviewed.

424-19

Moved by Cr. Smith that Council authorize Administration to write-off the outstanding utility account for 2019 in the amount of \$23.24.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of December 10, 2019, was reviewed:

- Barrhead Agriculture Society
- CAO's Report

425-19

Moved by Cr. Assaf that the following Reports to Council as of December 10, 2019 be accepted as information:

- Barrhead Agriculture Society
- CAO's Report

CARRIED UNANIMOUSLY

**BYLAW 11-2019,
MUNICIPAL PUBLIC
UTILITIES BYLAW**

Bylaw 11-2019, the Municipal Public Utilities Bylaw, was reviewed.

Edward LeBlanc, CAO reviewed with Council.

Council discussed the bylaw and sewage rates.

Cr. Klumph questioned the sharing of capital costs with other users and tax dollars going into the facility upgrades.

426-19

Moved by Cr. Smith that Council give 11-2019, the Municipal Public Utilities Bylaw, first reading.

CARRIED

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

OPPOSED: Cr. R. Klumph

427-19

Moved by Cr. Assaf that Council give Bylaw 11-2019, the Municipal Public Utilities Bylaw, second reading.

CARRIED

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

OPPOSED: Cr. R. Klumph

428-19

Moved by Cr. Penny that Bylaw 11-2019, the Municipal Public Utilities Bylaw, be presented for third reading.

CARRIED

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

OPPOSED: Cr. R. Klumph

Discussion continued regarding non-town users.

Cr. Klumph requested more information on how Capital funding is dealt with and where it comes from.

429-19 Moved by Cr. Klumph that Administration present a report to Council regarding the source of funding for the Sewage Lagoon containment and desludging project.

CARRIED UNANIMOUSLY

**BYLAW 12-2019,
EMERGENCY MANAGEMENT
BYLAW**

Bylaw 12-2019, the Emergency Management Bylaw, was reviewed.

Edward LeBlanc, CAO reviewed with Council.

430-19 Moved by Cr. Oswald that Council give 12-2019, the Emergency Management Bylaw, first reading.

CARRIED UNANIMOUSLY

431-19 Moved by Cr. Penny that Council give Bylaw 12-2019, the Emergency Management Bylaw, second reading.

CARRIED UNANIMOUSLY

432-19 Moved by Cr. Kluin that 12-2019, the Emergency Management Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

433-19 Moved by Cr. Assaf that Council give Bylaw 12-2019, the Emergency Management Bylaw, third reading.

CARRIED UNANIMOUSLY

**APPOINTMENT – MUNICIPAL
EMERGENCY ADVISORY
COMMITTEE**

For Council to appoint three Members of Council to the Municipal Emergency Advisory Committee, was reviewed.

434-19 Moved by Mayor McKenzie that Council appoints Cr. Assaf, Cr. Oswald and Cr. Penny to serve as the Emergency Advisory Committee.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEM**

The following correspondence item was reviewed:

Letter from Alberta Municipal Affairs regarding the Intermunicipal Collaborative Frameworks (ICFs) and Intermunicipal Development Plans (IDPs).

435-19 Moved by Cr. Penny that Council accept the letter from Alberta Municipal Affairs regarding the Intermunicipal Collaborative Frameworks (ICFs) and Intermunicipal Development Plans (IDPs), as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Penny attended the ribbon cutting for the Drop-in Center's new solar panels that have been completed. She attended the Agricultural Society Annual meeting regarding the new direction for the Rodeo. She thanked the Barrhead Bombers hockey team for the help during the Rodeo.

Cr. Oswald thanked the Agricultural Society and all the volunteers for all their work in our community.

Cr. Kluin thanked the organizers of the disability dinner that was put on in our community at the United Church last week. He also congratulated those who won awards at the dinner.

Cr. Assaf commended the Mainstreet Merchants for the parade on Friday night.

**CLOSED SESSION – LAND UPDATE
FOIP ACT SECTION 17**

436-19 Moved by Cr. Penny that Council go in closed session at 6:10 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

437-19 Moved by Cr. Smith that Council come out of closed session at 6:17 p.m.

CARRIED UNANIMOUSLY

438-19 Moved by Cr. Klumph that Council deny the request to waive the penalty on tax roll number 9xxxx in the amount of \$221.94.

CARRIED UNANIMOUSLY

ADJOURN

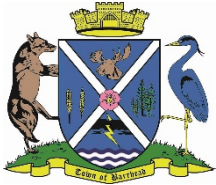
439-19 Moved by Cr. Smith that the Council Meeting be adjourned at 6:18 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Lagoon Project – Source of Capital Funding

1.0 PURPOSE:

For Council to receive the report relating to the Lagoon Project, as information.

2.0 BACKGROUND AND DISCUSSION:

During the December 10, 2019 Council Meeting, Council passed the following resolution:

Moved by Cr. Klumph that Administration present a report to Council regarding the source of funding for the Sewage Lagoon containment and desludging project.

(Resolution No. 429-19)

3.0 ALTERNATIVES:

- 3.1 Council receives the report relating to the source of capital funding for the sewage lagoon containment and desludging projects, as information.
- 3.2 Council instructs Administration to provide further information in relation to the source of capital funding for the sewage lagoon containment and desludging project, as directed.

4.0 FINANCIAL IMPLICATIONS:

The source of funding from both noted projects totaling \$2,270,000.00 is derived from a combination of senior government grants and a transfer from Capital reserves.

The 2020 interim Sewer Services Budget includes an expense “Contribution to Capital” of \$336,683.00 that will be directed to the Capital Reserve.

Overall, the revenue generated from the operations of the sewer services department offsets the Department’s operational expenses along the required

funds to finance the Town's portion of a capital project(s) and/or the transfer to the capital reserves.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 The 2019 Revenue and Expense Report for the Lagoon desludging Project and the Lagoon Upgrades Project.

9.0 RECOMMENDATIONS:

Council receives the report relating to the source of capital funding for the sewage lagoon containment and desludging projects, as information.

Edward LeBlanc
CAO

WASTEWATER - LAGOON DESLUDGING PROJECT

2019 Capital Budget

Expenses

Project Costs \$ 570,000

Revenues

Sewer Capital Reserves \$ 570,000

WASTEWATER - LAGOON UPGRADES PROJECT

2019 Capital Budget

Expenses

Project Costs \$ 1,700,000

Revenues

Clean Water and Wastewater Fund Grant \$ 645,688

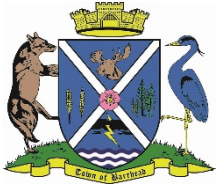
Federal Gas Tax Grant \$ 712,139

Sewer Capital Reserves \$ 342,173

\$ 1,700,000

**Total Funded from Sewer Capital Reserves
for the above noted 2019 Projects**

\$ 912,173



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Regional Airport Committee – 2020 Operating Budget

1.0 PURPOSE:

For Council to approve the Barrhead Regional Airport Committee's 2020 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed 2020 Operating Budget and passed the following motion:

Moved by Cr. Troock that the two Councils accept the Barrhead Airport Services 2020 Operating Budget in the amount of \$53,827.00, which includes a contribution of \$21,326.00 from each municipality, and to accept the 2021 to 2023 3 Year Operating Plan to forward both to each Council for approval.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting approved the Barrhead Regional Airport Committee's 2020 Operating Budget, as recommended by the Joint Town and County Council Meeting.

3.0 ALTERNATIVES:

3.1 Council approves the Barrhead Regional Airport Committee's proposed 2020 Operating Budget in the amount of \$53,827.00 which includes a contribution of \$21,326.00 from both the Town of Barrhead and the County of Barrhead, as recommended by the Joint Town & County Council, as presented.

3.2 Council instructs the Barrhead Regional Airport Committee to provide further information to the proposed 2020 Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Town's contribution will be incorporated into the 2020 Final Budget to reflect the revised amount of \$ 21,326.00 which is \$750.00 higher than the estimated amount of \$ 20,576.00 used in the 2020 interim budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operating budget is limited to the regional airport services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 The proposed Barrhead Regional Airport Committee's 2020 Operating Budget.

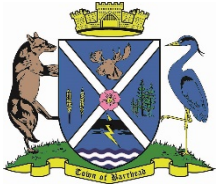
9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Airport Committee's proposed 2020 Operating Budget in the amount of \$53,827.00 which includes a contribution of \$21,326.00 from both the Town of Barrhead and the County of Barrhead, as recommended by the Joint Town & County Council, as presented.

Edward LeBlanc
CAO

**AIRPORT SERVICES
2020 BUDGET- OPERATING BUDGET**

	2019 BUDGET	2019 9 months	2020 BUDGET
REVENUES			
Land Leases	\$ 3,075	\$ 1,538	\$ 3,075
Hangar & Tie Down Fees	8,100	7,953	8,100
Other Revenues	-	-	-
Provincial Grants	-	-	-
Transfer from Operating Reserve	-	-	-
Municipal Contribution (County)	20,576	10,288	21,326
Municipal Contribution (Town)	20,576	10,288	21,326
TOTAL REVENUES	\$ 52,327	\$ 30,067	\$ 53,827
EXPENDITURES			
Honorariums	\$ 731	\$ -	\$ 731
WCB	25	(15)	25
Inspections	1,758	879	1,758
Mileage	243	-	243
Communications	1,139	751	1,139
Advertising	383	-	383
Legal Fees	-	-	-
Contracted Services	38,240	21,736	39,740
Insurance	2,075	1,712	2,075
Goods	3,500	2,463	3,500
Utilities	4,233	2,177	4,233
TOTAL EXPENDITURES	\$ 52,327	\$ 29,703	\$ 53,827



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Regional Airport Committee – 2021 – 2023 Operating Plan

1.0 PURPOSE:

For Council to approve the Barrhead Regional Airport Committee's 2021 - 2023 Operating Plan.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed 2021 - 2023 Operating Plan and passed the following motion:

Moved by Cr. Troock that the two Councils accept the Barrhead Airport Services 2020 Operating Budget in the amount of \$53,827.00, which includes a contribution of \$21,326.00 from each municipality, and to accept the 2021 to 2023 3 Year Operating Plan to forward both to each Council for approval.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting approved the Barrhead Regional Airport Committee's 2021 – 2023 Operating Plan, as recommended by the Joint Town and County Council Meeting.

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead Regional Airport Committee's proposed 2021 – 2023 Operating Plan, as recommended by the Joint Town & County Council, as presented.
- 3.2 Council instructs the Barrhead Regional Airport Committee to provide further information to the proposed 2021 - 2023 Operating Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's 3-year Operating Plan will be reviewed yearly and will be incorporated into future budget cycles.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operating budget is limited to the regional airport services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 The proposed Barrhead Regional Airport Committee's 2021 - 2023 Operating Plan.

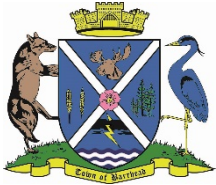
9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Airport Committee's proposed 2021 - 2023 Operating Plan, as recommended by the Joint Town & County Council, as presented.

Edward LeBlanc
CAO

**AIRPORT SERVICES
2021 to 2023 3 YEAR OPERATING PLAN**

	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES			
Land Leases	\$ 3,137	\$ 3,200	\$ 3,264
Hangar & Tie Down Fees	8,100	8,100	8,100
Other Revenues			
Provincial Grants			
Transfer from Operating Reserve			
Municipal Contribution (County)	16,592	18,375	19,659
Municipal Contribution (Town)	<u>16,592</u>	<u>18,375</u>	<u>19,659</u>
TOTAL REVENUES	\$ 44,421	\$ 48,050	\$ 50,682
EXPENDITURES			
Honorariums	731	731	731
WCB	26	27	28
Inspections	1,724	1,724	1,724
Mileage	243	243	243
Communications	1,139	1,139	1,139
Advertising	383	383	383
Legal Fees			
Contracted Services	29,740	33,240	35,740
Insurance	2,117	2,159	2,202
Goods	4,000	4,000	4,000
Utilities	4,318	4,404	4,492
TOTAL EXPENDITURES	\$ 44,421	\$ 48,050	\$ 50,682



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Regional Airport Committee – 10 Year Capital Infrastructure Plan

1.0 PURPOSE:

For Council to approve the Barrhead Regional Airport Committee's 10 Year Capital Infrastructure Plan.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed 10 Year Capital Infrastructure Plan and passed the following motion:

Moved by Cr. Troock that the two Councils accept the 10 Year Barrhead Airport Services Capital Infrastructure Plan in the amount of \$85,000.00 and to forward to both Councils for approval.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting approved the Barrhead Regional Airport Committee's 10 Year Capital Infrastructure Plan, as recommended by the Joint Town and County Council Meeting.

3.0 ALTERNATIVES:

3.1 Council approves the Barrhead Regional Airport Committee's proposed 10 Year Capital Infrastructure Plan in the amount of \$85,000.00, as recommended by the Joint Town & County Council, as presented.

3.2 Council instructs the Barrhead Regional Airport Committee to provide further information to the proposed 10 Year Capital Infrastructure Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial Plan will not have an impact to the Town's overall 2020 budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Operating Plan is limited to the regional airport services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

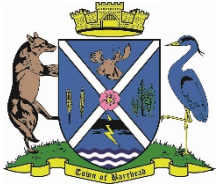
8.0 ATTACHMENTS:

8.1 The proposed Barrhead Regional Airport Committee's 10 Year Capital Infrastructure Plan.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Regional Airport Committee's proposed 10 Year Capital Infrastructure Plan in the amount of \$85,000.00, as recommended by the Joint Town & County Council, as presented.

Edward LeBlanc
CAO



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Public Library – 2020 Operating Budget

1.0 PURPOSE:

For Council to approve the Barrhead Public Library's 2020 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed 2020 Operating Budget and passed the following motion:

Moved by Cr. Penny to approve the 2020 Barrhead Public Library Operating Budget in the amount of \$359,847.00, which is a contribution of \$18.44 per capita and an additional contribution from each municipality in the amount of \$5,750.00 representing 50% of the proposed costs for utilities and to forward to both Councils.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting approved the Barrhead Public Library's 2020 Operating Budget, as recommended by the Joint Town and County Council Meeting.

3.0 ALTERNATIVES:

3.1 Council approves the Barrhead Public Library's 2020 Operating Budget in the amount of \$359,847.00 which includes an overall contribution of \$90,187.00 from the Town of Barrhead, as recommended by the Joint Town & County Council, as presented.

3.2 Council instructs the Barrhead Public Library to provide further information to the proposed 2020 Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

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

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operating budget is limited to the regional airport services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 Letter from the Barrhead Library Board dated November 1, 2019 that was part of the Joint Council Meeting package.

8.2 The proposed Barrhead Public Library's 2020 Operating Budget, that was part of the Joint Council Meeting package.

9.0 RECOMMENDATIONS:

Council approves the Barrhead Public Library's 2020 Operating Budget in the amount of \$359,847.00 which includes an overall contribution of \$90,187.00 from the Town of Barrhead, as recommended by the Joint Town & County Council, as presented.

Edward LeBlanc
CAO

BARRHEAD LIBRARY BOARD

5103 – 53 Avenue, Barrhead, Alberta T7N 1N9
Phone: 780-674-8519 Fax: 780-674-8520
e-mail: plibrary@phrd.ab.ca website: www.phrd.ab.ca/bhdpublib/

Nov.1, 2019

Mr. Edward LeBlanc, CAO
Town of Barrhead
5014 50 Ave,
Barrhead, AB T7N 1L1

Dear Mr. LeBlanc

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

- the projected 2019 budget-to- year-end for Barrhead Public Library and Neerlandia Public Library
- the proposed 2020 budget for Barrhead Public Library including allotments and disbursements to Neerlandia Public Library.
- Barrhead Library and Neerlandia Library use statistics and activities this past year

The Library Board has an appointment on November 25 to present this budget to County and Town Councils.

Barrhead Public Library Year-End-2019

At this time the Library Board is confident the year will end with a budget balanced with funds withdrawn from the Library's reserve account. We alerted Councils that this would be necessary in our 2019 budget presentation in Nov. 2018.

Neerlandia Public Library Year-End-2019

At this time the Library Board is confident the year will end with a balanced budget.

2020 Proposed Budget

The 2020 proposed budget was prepared by the Finance Committee and presented and passed at the Sept.17, 2019 Library Board Meeting. This proposal asks for the same funding from Councils as was received in 2019, including payment of utility costs to a cap of \$11,500. This past year's utility costs reached \$16,550; \$11500 was paid between the Councils, and the balance paid by the Library Board.

2020 Budget notes:

Discussions with Pembina Hills Public Schools re: funding

At the school's request, the Library Board is in discussion with the School Division. The Division proposes to reduce funding to Barrhead Public Library from the current rate of \$52,430/yr to a flat rate of \$31,600/yr, beginning September 2020. As this a discussion only at this stage this budget does not reflect this proposal.

Library Reserves

As of November 2019 the Library Board has in reserve for Barrhead Public Library \$31,234. The Neerlandia Library Society has in reserve \$28,663.

Salaries for Barrhead Public Library staff

For Barrhead Public Library, no cost-of-living or merit increases are given in this budget. As an additional cost savings, staff hours are being reduce, for the Library Director by 2.5 hours per week, regular staff by .5 hours per week, summer students by 2 weeks. The impact on job quality and public service from these cutbacks will need monitoring.

Neerlandia Library Society pays the salary of a .5 of a fulltime public librarian at the same rate that Neerlandia Public Christian School pays for the .5 school librarian. No change is planned.

Library hours of operation

Barrhead Public Library is open 7 days a week. During the school year, it is open to the school from 8:30 to 10am before the public hours of 10am-5:30 pm (Monday and Friday) and 10am – 8pm Tuesday, Wednesday and Thursday). In the summer, the hours are 10am – 5:30 (Monday, Tuesday, Wednesday and Friday) and 10am-8pm Thursday). This averages 55 hours per week year-round. Service is maintained with the equivalent of 5.9 FTE staff, and 42 volunteers.

Neerlandia Public Library is open during school hours (8:30-4:30) and open one evening each week from 7pm to 9pm for the months of September through June. In the summer months it is open one day each week from 9am to 6pm. Service is maintained with 2 half-time staff (.5 public library and .5 school library) and 18 volunteers.

Costs for Books and Programs

Barrhead Public Library proposes to hold book purchases at the same amount as in 2019 and to increase program costs by 30 percent. In the course of this past year, the Library added 1814 new items to their collection and hosted 5386 people in programs held at the Library.. They also actively participated in seven events held within the community with a combined attendance of 3572.

Neerlandia Public Library proposes holding book purchases at the 2019 rate, and doubling programming expenses from \$500 to \$1000. 458 new items were purchased in 2019, and 630 people attended public library programs and 9 public members attended a school library Lego tournament.

Community Partnering

While the Barrhead Library Board functions to provide the community with information, educational and recreational reading materials and programs in its facility, it also acknowledges responsibility to work with other organizations for the betterment of our community.

These are some of the activities the Library Board is partnering in:

Community Partnering (continued)

Complimentary Library memberships offered in FCSS Christmas hampers and New Comer Baskets programs.

Library book delivery service to Hillcrest Manor and Shepherds Care residents.

Hosting All Candidates Forums, in partnership with the Chamber of Commerce and the Barrhead Leader newspaper. This past year we hosted both provincial and federal election forums.

Books-for-Babes program for families with newborns in cooperation with Barrhead Community Health. Families visit the library to receive library membership and a free book for baby. Donations from the community help to purchase these books.

Street Festival pancake breakfast made by Board members and volunteers with groceries donated by a local business. Also at Street Festival, the Library, Communities for Children and FCSS's Parent Link provide children's entertainment with a read-a-book theme.

The Library Board awards "Making a difference in our community" to an outstanding community group at the Barrhead Volunteer Awards event. The Board also presents an award and scholarship for "Outstanding choral speech" at the Rotary Music Festival.

I also enclose an information sheet on library activities and statistics for the past year, for your information. Should you require more information, please do not hesitate to contact me.

The Library Board looks forward to presenting this budget to the Councils on November 25. We hope the Councils will find in favour of our proposed budget. The continued delivery of good library services to our community relies on this.

Yours truly,

Elaine Dickie
Library Director
for Barrhead Library Board

BARRHEAD LIBRARY BOARD							
2020 Proposed Budget (REVISED)							
	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 TYE	2020 Budget	Notes: Re: 2020 Budget
Cash Revenue							
Government Revenue							
Municipal Affairs	58,430	58,430	58,430	58,430	58,430	58,430	\$5.55per capita (population10624)*
Town of Barrhead	76,895	77,737	80,316	84,437	84,437	84,437	Town of Barrhead 4579@ \$18.44
County of Barrhead	105,766	106,924	110,292	115,950	115,950	115,950	County of Barrhead 6288@ \$18.44
Total Government Revenue	241,091	243,091	249,038	258,817	258,817	258,817	
School Revenues							
Instruction	52,430	52,430	52,430	52,430	52,430	39,964	Grades K-6
Books	4,978	4,669	4,620	5,000	5,000	5,000	
Total School Revenues	57,408	57,099	57,050	57,430	57,430	44,964	
Public Library Revenues							
Donations/Fundraising							
Memorial/Gifts	2,699	2,650	5,823	3,000	2,000	2,000	
Books for Babes	500	559	740	500	750	500	
Friends of the Library	2,618	2,665	3,118	3,000	3,000	2,500	
Used Book Sales	1,735	2,167	2,016	2,000	2,000	1,750	
Book Fairs	16,714	14,339	12,612	15,000	12,000	12,000	
Adopt-A-Magazine	2,075	945	907	1,000	1,750	1,000	
Total Donations/Fundraising	26,341	23,325	25,216	24,500	21,500	19,750	
Grants							
Program Grants							
STEP /YCW/Employment	10,447	9,448	10,731	8,600	4,200	4,200	1 summer employment grants
YRL/Culture		800	750	1,800	750	\$ 750	
CAP/Other	5,645	9,912	2,605	0			
Total Grants	16,092	20,160	14,086	10,400	4,950	4,950	

BARRHEAD LIBRARY BOARD							
2020 Proposed Budget (REVISED)							
Operations							
Membership fees	7,930	7,175	7,085	9,375	8,000	9,000	
Fines	4,122	4,653	5,181	4,000	4,000	4,000	
Program fees	1,927	3,334	3,861	2,750	1,000	2,750	summer programs
Other	3,578	3,376	2,894	2,700	2,000	2,500	printing, lost, damaged, makerspace, etc.
Handling fees (BES)	417	416	416	416	416	416	
Total Operations	17,974	18,954	19,437	19,241	15,416	18,666	
Total Public Library Revenues	60,407	62,439	58,739	54,141	41,866	43,366	
<i>Withdrawal from reserve</i>	0	0	9,612	5,817	5,800	0	
<i>GST Refund</i>	2,047	0	1,492	1,000	1,000	1,000	
<i>Interest from Equity</i>	305	267	202	300	300	200	
<i>Neerlandia- Board Contribution</i>						0	
<i>One Time Provincial Contribution</i>							
<i>Town&County-Library Utilities</i>	11,744	12,820	10,519	11,500	11,500	11,500	
Total Cash Revenues	373,002	375,716	386,652	389,005	376,713	359,847	
Allotments							
YRL Barrhead Allotment	4,593	4,593	7,113	7,113	7,113	7,113	library materials allocated for BPL
YRL Neerlandia Allotment	670	670	1,038	1,038	1,038	1,038	library materials allocated for NPL
YRL BES Allotment	482	482	637	637	637	637	library materials allocated for BES
Total Allotments	5,745	5,745	8,788	8,788	8,788	8,788	

BARRHEAD LIBRARY BOARD

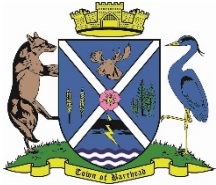
Proposed 2020 Budget (REVISED)

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Projected to Year En	2020 Budget	
Salaries							Notes: Re: 2020 Budget
Regular Employees	230,002	252,375	255,623	264,249	261,750	243,244	
RRSP Contributions			3,118	3,800	3,800	3,100	
AUMA	5,921	1,918	2,826	8,500	4,250	4,250	
Workers Compensation	411	622	580	600	770	600	
Total Salaries	236,334	254,915	262,147	277,149	270,570	251,194	
Special Projects Personnel							
Summer Students	22,600	15,162	17,138	15,350	12,338	7,200	1 students
CAP	4,504	7,199					
Total Special Projects	27,104	22,361	17,138	15,350	12,338	7,200	
Total Salaries and Special Projects	263,438	277,276	279,285	292,499	282,908	258,394	
Administrative Expenses							
Board Meeting Expenses	150	0	0	0		0	
Prof. Membership & Dues	489	439	545	500	550	500	
Other (Licenses)		797	792	1,000	1,320	1,000	movies, office, etc.
Total Administrative Expenses	639	1,236	1,337	1,500	1,870	1,500	
Accounting & Legal	846	1,436	1,849	850	1,000	1,000	
Accounting software			0	710	950	1,000	
Advertising/Promotion							
Publicity	2,625	3,567	3,168	3,000	1,600	2,000	
Job Ads							
Total Advertising/Promotion	2,625	3,567	3,168	3,000	1,600	2,000	
Total Acc/Legal, Advertising	3,471	5,003	5,017	4,560	3,550	4,000	
Book Fairs	12,439	10,911	9,685	11,250	9,000	9,000	
Capital Disbursements							
Technology	3,615	1,015	61	0	0	0	
Capital - other	1,800	368	2,285	0	0	0	
Total Capital Disbursements	5,415	1,383	2,346	0	0	0	
Collection Development							
BPL	13,467	14,585	15,148	10,000	10,000	10,000	
BES Collection	4,304	4,270	3,124	5,000	5,000	5,000	
Total Collection Development	17,771	18,855	18,272	15,000	15,000	15,000	

BARRHEAD LIBRARY BOARD

Proposed 2020 Budget (REVISED)

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Projected to Year En	2020 Budget	
Programs and Exhibits							
Art Exhibits	0	154	154	150	77	150	
Books for Babes	561	593	257	500	500	700	
Summer Reading Program	644	117	422	500	285	500	
Story time, Time for Tots, Xmas	658	2,802	2,800	800	947	1,500	Library programs
Alberta Culture Days	0	100	763	800	750	775	
Summer Camps	922	1,157	1,991	1,500	504	1,750	
Other Programs & Resources	4,475	2,556	1,180	1,000	1,000	2,000	programs, makerspace
Total Programs & Exhibits	7,260	7,479	7,567	5,250	4,063	7,375	
Total Collection & Programs	25,031	26,334	25,839	20,250	19,063	22,375	
Communication/Utilities							
Utilities	12,552	12,820	13,191	13,000	13,500	13,650	Paid to PHRD
Insurance	1,704	1,702	1,879	1,700	1,900	4,000	Paid to PHRD
Phone/data Communications	1,848	1,540	2,002	1,850	1,850	1,850	Paid to PHRD
Total Communication/Utilities	16,104	16,062	17,072	16,550	17,250	19,500	
Maintenance/Repair/Upgrading							
Maintenance	164	227	200	500	400		
Maintenance-PHRD							
Total Maintenance/Repair/Upgrading	164	227	200	500	400	500	
Professional Development							
Board	920	1,915	1,212	800	1,500	1,000	
Staff	1,443	1,104	1,378	800	425	800	
Director	2,046	1,366	149	800	975	1,000	
Total Professional Development	4,409	4,385	2,739	2,400	2,900	2,800	
Staff/Volunteer Appreciation	1,439	515	323	800	525	600	
Prof. Development/Volunteer Ap	5,848	4,900	3,062	3,200	3,425	3,400	
Supplies & Materials							
Birds/Fish	154	165	327	300	300	300	
General Office Supplies	2,509	4,015	2,782	2,500	2,000	2,500	includes bank charges
Photocopying	1,079	1,447	1,784	1,200	1,500	1,700	Paid to PHRD
Processing Supplies	1,674	1,452	1,698	2,000	1,500	1,600	For books/magazines
Contracted Services	577	1,585	2,182	1,000	2,500	1,500	
Regular Postage	326	360	255	400	400	400	
Office Equipment							
Total Supplies & Materials	6,319	9,024	9,028	7,400	8,200	8,000	
Neerlandia Disbursement	30,709	30,964	31,700	33,178	33,178	33,178	1383*23.99
Total Cash Expenditures	369,577	383,320	384,571	390,887	378,844	359,847	



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Public Library – Members-at-large

1.0 PURPOSE:

For Council to appoint the members-at-large for the Barrhead Public Library.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils moved into a closed session and upon coming out of the closed session passed the following motion:

Moved by Cr. Preugschas that Joint Council accept the Library Members at Large as information and forward to both Councils for approval.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting appointed members-at-large Ruth Bohn, Sandra Olithuis, Jane Kusal, Susan McLaren and Isabel Rempel to the Barrhead Library Board for a term from January 1, 2020 to December 31, 2022.

Members-at-large Helmut Ehrenholz and Sandra Cober appointments will expire in December, 2020.

3.0 ALTERNATIVES:

3.1 Council appoints the following as members-at-large for the Barrhead Public Library for a two-year term commencing on January 1, 2020 expiring December, 2022:

- Ruth Bohn (renewal)
- Sandra Olithuis (renewal and Neerlandia Library representative)
- Jane Kusal
- Susan McLaren
- Isabel Rempel

3.2 Council instructs the Barrhead Public Library to provide further information on the proposed members-at-large appointments and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 2019 Barrhead Library Board members

9.0 RECOMMENDATIONS:

Council appoints the following as members-at-large for the Barrhead Public Library for a two-year term commencing on January 1, 2020 expiring December, 2022:

- Ruth Bohn (renewal)
- Sandra Olithuis (renewal and Neerlandia Library representative)
- Jane Kusal
- Susan McLaren
- Isabel Rempel

Edward LeBlanc
CAO

2019 Barrhead Library Board

Board Member	Appointment	Position/Committee	Term Expires	Term Began
Ruth Bohn	County	Chair Ex officio/Policy/Friends	Dec. 2019	Jan-13
Helmut Ehrenholz	County	Vice-Chair Facilities	Dec. 2020	Jan 2017, also Jan 2016 (for 1yr) , Nov 2007 (3 yrs)
Ruth Hewitt	Town	Friends Promotions	Dec. 2019	Jan-13
Marlene Szwec	Town	Friends	Dec. 2019	Jan-16
Sandra Cober	Town	Promotions	Dec. 2020	Jan-16
Sandra Olthuis	County - Neerlandia Facilities	Policy Facilities	Dec. 2019	Oct-13
vacancy				
Rod Klumph	Town	Finance/YRL	Nov. 2019	Nov-17
Ron Kleinfeldt	County	Finance/YRL	Nov 2019	Nov-17
Non-voting attendees:				
Elaine Dickie	BPL Library Director			
Grace Huisman	Secretary	to Board (BPL)		
Dagmar Visser	Neerlandia Librarian	Library Manager		
Brenda Gelderman	Neerlandia Librarian	Library Manager		



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead Library Board – Revised 3 Year Plan

1.0 PURPOSE:

For Council to approve the Barrhead Library Board's three-year Operational Plan as information.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed Barrhead Library Board's three-year Operational Plan but did not make a formal motion recommending that it be sent to both Councils for approval.

The Plan can be approved by Town Council directly.

The Town was advised that the County of Barrhead, during their December 17th Council Meeting approved the Barrhead Public Library's three-year Operational Plan.

3.0 ALTERNATIVES:

3.1 Council accepts the Barrhead Library Board's three-year Operational Plan, as presented.

3.2 Council instructs the Barrhead Public Library to provide further information to the proposed three-year Operational Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted Operating Plan will not have an impact to the Town's overall 2020 budget and is limited to the activities of the Barrhead Library Board.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 The Barrhead Library Board's Revised 3 Year Plan

9.0 RECOMMENDATIONS:

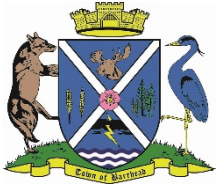
Council accepts the Barrhead Library Board's three-year Operational Plan, as presented.

Edward LeBlanc
CAO

Barrhead Library Board (REVISED - 3 YEAR PLAN)



	Budget Jan 01, 2019 to Dec 31, 2019	Budget Jan 01, 2020 to Dec 31, 2020	Budget Jan 01, 2021 to Dec 31, 2021	Budget Jan 01, 2022 to Dec 31, 2022
REVENUES				
Alberta Municipal Affairs	\$ 58,430.00	\$ 58,430.00	\$ 58,430.00	\$ 58,430.00
Town of Barrhead	\$ 84,437.00	\$ 84,437.00	\$ 84,437.00	\$ 84,437.00
County of Barrhead	\$ 115,950.00	\$ 115,950.00	\$ 115,950.00	\$ 115,950.00
Town & County Utilities	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
School Revenue	\$ 57,430.00	\$ 44,964.00	\$ 36,600.00	\$ 36,600.00
Donation & Fundraising	\$ 24,500.00	\$ 19,750.00	\$ 19,800.00	\$ 19,800.00
Grants	\$ 10,400.00	\$ 4,950.00	\$ 7,750.00	\$ 7,750.00
Operations	\$ 19,241.00	\$ 18,666.00	\$ 18,700.00	\$ 18,700.00
Other Revenue	\$ 1,300.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
TOTAL REVENUE	\$ 383,188.00	\$ 359,847.00	\$ 354,367.00	\$ 354,367.00
EXPENSES				
Total Staffing	\$ 293,299.00	\$ 258,394.00	\$ 263,285.00	\$ 267,234.00
Total Professional Development	\$ 2,400.00	\$ 3,400.00	\$ 3,000.00	\$ 3,000.00
Total Administrative Expenses	\$ 6,060.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
Total Communications/Utilities	\$ 16,550.00	\$ 19,500.00	\$ 21,500.00	\$ 22,500.00
Total Programs & Exhibits	\$ 16,500.00	\$ 16,375.00	\$ 16,500.00	\$ 16,500.00
Total Collection & Development	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Total Maintenance/Repairs	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Total Supplies & Materials	\$ 7,400.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Total Capital Disbursements	\$ -	\$ -	\$ -	\$ -
Neerlandia Disbursement	\$ 33,178.00	\$ 33,178.00	\$ 33,178.00	\$ 33,178.00
TOTAL EXPENSES	\$ 390,887.00	\$ 359,847.00	\$ 366,463.00	\$ 371,412.00
NET INCOME	-\$ 7,699.00	\$ -	-\$ 12,096.00	-\$ 17,045.00



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Barrhead & District FCSS Society – 2020 Operating Budget

1.0 PURPOSE:

For Council to approve the Barrhead & District FCSS Society's 2020 Operating Budget.

2.0 BACKGROUND AND DISCUSSION:

During the December 9, 2019 Joint Town & County Council Meeting, the Councils reviewed the proposed 2020 Operating Budget and passed the following two motion:

Moved by Cr. Assaf to accept the 2020 Barrhead and District Family and Community Support Services Operating Budget in the amount of \$504,037.00 which includes a \$61,000.00 contribution from each municipality and to forward to both Councils for approval.

Moved by Cr. Assaf to approve an additional \$15,000.00 for the 2020 Barrhead and District Family and Community Support Services Operating Budget for consideration by each Council.

Administration was informed that the request for an additional \$15,000.00 was formally discussed with the FCSS Board during their meeting of Thursday December 19, 2019.

As a result of the discussion, the Board passed a motion amending their 2020 budget to include an additional \$30,000.00 from the original presentation held at the Joint Councils meeting of December 9th.

Since the FCSS Board meeting of December 9th, their office has received confirmation of an additional contribution of \$15,485.00 from the Pembina Hills School Division for the Family School Liaison Program on the contingent of added funding from both local municipalities.

From speaking with the County office, the FCSS's budget was discussed during their meeting of January 7 and their Council approved the 2020 FCSS operating budget of \$549,523.00 (includes the additional \$30,000.00 with the County's contribution being \$76,000.00 with the following conditions:

- a) The additional \$15,000.00 is a one-time request requiring the budget to be reviewed in 2021 based on the original contribution of \$61,000.00
- b) Should additional revenue be received in 2020 from any source, the request for an additional \$15,000.00 in 2020 will require review to determine if necessary.

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead & District FCSS Society's proposed 2020 Operating Budget, in the amount of \$549,523.00 which includes a \$76,000.00 contribution from both the Town of Barrhead and the County of Barrhead, as presented.
- 3.2 Council instructs the Barrhead & District FCSS Society to provide further information to the proposed 2020 Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

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

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operating budget is limited to the Barrhead & District FCSS Society.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

- 8.1 Letter from the Barrhead & District FCSS Society's dated December 19, 2019 along with the proposed revised 2020 budget, showing contributions of \$76,000.00 from both the Town and the County.
- 8.2 Letter from the Barrhead & District FCSS Society's dated November 21, 2019 along with the proposed 2020 budget that was part of the Joint Council Meeting package, showing contributions of \$61,000.00 from both the Town and the County.

8.3 FCSS Programs Statistics, as presented by FCSS during the Joint Councils Meeting of December 9, 2019.

9.0 RECOMMENDATIONS:

Council approves the Barrhead & District FCSS Society's proposed 2020 Operating Budget, in the amount of \$549,523.00 which includes a \$76,000.00 contribution from both the Town of Barrhead and the County of Barrhead.

Edward LeBlanc
CAO

Barrhead & District Family and Community Support Services Society

November 21, 2019



Dear Town and County Councils,

Barrhead and District FCSS Society's 2020 budget was accepted today at the Regular Meeting of the Board; it is attached for your review and consideration. We are privileged to have the support of our Town and County Councils, along with their continued partnership with the Government of Alberta for preventative social services and programs.

We were pleased that the provincial budget did not include a decrease to FCSS, and our organization created a budget that would reflect no increases from the Town or County. Our budget included the reduction of 1 position through attrition, resulting in the loss of one-half of a highly valued program, and that was the budget we intended to present.

On November 4th we received official government notification that contracts in Early Childhood Development and Parent Link programs end on March 31, 2020. This news affects our community deeply! We will submit an Expression of Interest for the newly created Family Resources Network; it is highly competitive, and we have no guarantees.

The combined effects from no increases, transferring fixed expenses back to FCSS, and the loss of income from other funding partners, brings us to a 12% loss in revenue for the 2020 year. Budgeting for this includes the loss of an entire FCSS program and its staff (additional to the loss of Parent Link & ECD programs and staff). Administration hours will decrease for some positions, and a depleted training budget will spend more in health & safety rather than in professional development. Program waitlists and caps are anticipated as we shift into the new year, along with the FCSS office closing one day per week.

We realize the Town and County are experiencing significant decreases in funding, and that you too must re-prioritize. We ask that you consider FCSS as a top priority in that deliberation, for the value it adds to our community in social investment return and in preventing crisis; we know the demand for our services will remain high! We request Councils to consider an increase in funding, at \$15,000 each, to help us re-align an FCSS program, keep our training budgets healthy, dedicate some funds specifically to Health and Safety, and most important...to continue serving the needs of our shared community!

With great respect,

A handwritten signature in black ink, appearing to read "Shelly Dewsnap".

Shelly Dewsnap – Executive Director

Box 4616 – 5115-45 St
Barrhead, Alberta
T7N 1A5

Phone: 780-674-3341
Fax: 780-674-4571
fcssbar@telusplanet.net
www.fcssbarrhead.com

Barrhead FCSS Budget for 2020

<u>EXPENSES</u>	2019		2020		Notes
	Budget	Projected	Budget	% Change from 2019 Budget	
Staffing Costs	436979	405332	359858	-18	reduced admin. hrs and termination of FSL program after June
Facility Costs (including rent)	42964	44147	56898	32	increase due to loss of PLC and ECD rent payments
Counseling Contract	39771	42478	40025	1	
Travel & Subsistence	13085	13091	11595	-11	less FSL travel
Materials and Supplies	10701	20942	9685	-9	reduced materials budget to help balance FCSS budget
Training & Development	11200	9895	8000	-29	terminated FSL program and reduction to help balance FCSS budget
Telephone	5480	5419	5238	-4	
GST paid	1913	1884	1999	5	
Advertising	2975	4109	2375	-20	anticipate less want ads
Volunteer Recognition	1800	1850	1850	3	
Equipment Maintenance	1855	2617	2775	50	anticipate computer program up-grades
Accounting and Legal	1511	1379	1611	7	
Memberships	1300	849	1245	-4	
Insurance	850	877	882	4	
Total Expenses	572384	554869	504037	-12	

<u>REVENUE</u>	2019		2020		Notes
	Budget	Projected	Budget	% Change from 2019 Budget	
Provincial Grant	315423	315423	315423	0	
Pembina Hills-FSL	75000	49813	18500	-75	reduced due to terminating FSL program at June 30th
Requisition County	61000	61000	61000	0	
Requisition Town	61000	61000	61000	0	
Home Support Fees	30000	33235	34600	15	increase in Home Support clientele
Administration Fees Collected	19000	17330	5538	-71	Loss of ECD and PLC admin. fees
Woodlands Support	5200	5200	0	-100	Loss of Woodlands County support for FCSS programs
Other Incomes	3445	8937	5477	59	increased activity to raise funds for FCSS programs
Counseling Fees	2500	4067	2500	0	
Total Revenue	572568	556004	504038	-12	
Net Income (Loss)	184	1135	1		

FCB 2020 Budget by Class								
Incomes & Expenses for the 2020 Programs								
Class	100	101	102	103	104	105	107	Total
Income								
4001 - Donations		1152.00						1152.00
4002 - Facility Rental Revenue								0.00
4003 - Fees & Inflation								530.00
4004 - Other Income								2200.00
4005 - Transfer to other prog.								0.00
4006 - Bankers Program				34600.00				34600.00
4009 - FCBS Patronage Dividends		345.00						345.00
4010 - GST Recovered								0.00
4012 Woodlands grant				0.00	0.00		0.00	0.00
4013 - Interest Income		1250.00						1250.00
4012-Crosswading fees collected							2500.00	2500.00
1103 Permits Hts crm						18500.00		18500.00
1120 - Grant Program Admin. Fees		5538.12						5538.12
1122 - Comm. Acct. Admin Fees								0.00
Total 4000 - 2020 Program Revenue	0.00	11015.12	0.00	34600.00	0.00	18500.00	2500.00	66615.12
200 - Municipal/Provincial Funding								0.00
201 - Town Funding	673.93	28955.90	5890.15	11759.51	4998.27	2725.72	5996.53	61000.00
202 - County Funding	673.93	28955.90	5890.15	11759.51	4998.27	2725.72	5996.53	61000.00
204 - Provincial Funding	3310.54	149727.15	30457.22	60806.89	25845.41	14094.32	31007.25	315423.00
Total 200 - Municipal/Provincial Fun	4658.39	207638.94	42237.52	84325.91	35841.95	19545.75	43000.30	437423.00
Total Income	4658.39	218544.06	42237.52	118925.91	35841.95	38045.75	45500.30	504037.12
Expense								
5000 - Staffing Cost								437248.76
500 - Payroll Expenses		12396.38	1723.61	6319.36	1378.89	1899.55		23177.79
104-WCD		16151.33	23010.57	84171.50	18319.42	24488.24		311501.06
104-Benefits		1284.99	178.87	635.06	142.93	196.91	340.22	2778.78
105 - Benefits		11820.00	330.11	2912.51	3738.63	2111.13		20910.38
Total 1105 - Staffing Cost	0.00	187012.70	25242.96	94038.43	23577.87	28995.83	340.22	308,111.01
125 - Training & Development	1800.00	2800.00	500.00	1900.00	500.00	500.00		8000.00
126 Staff/Volunteer Recognition	200.00	250.00	75.00	350.00	25.00	25.00		950.00
130 - Travel & Subsidies	690.00	1850.00	212.50	6000.00	212.50	1950.00		10985.00
31 - Vehicle Expenses	100.00	285.00	50.00	170.00	25.00	0.00	60.00	690.00
38 - Membership Fees	25.00	495.00	210.00	220.00	80.00	150.00	85.00	1245.00
40 - Postage	30.00	340.00	75.00	250.00	30.00	80.00	80.00	885.00
41 - Postage Machines Expense								0.60
45 - Telephone		2120.88	707.20	665.32	581.82	686.23	476.77	5238.02
50 - Advertising	300.00	525.00	190.00	750.00	350.00	200.00	50.00	2375.00
55 - Printing	50.00	930.00	200.00	300.00	35.00	60.00	50.00	1825.00
58 - Copier Lease Expense								0.00
60 - Building Rent		13943.83	10719.84	10719.84	8996.31	4531.81	3290.01	52201.64
68 - Office Supplies	24.20	1091.09	210.00	467.16	123.12	155.89	192.42	2264.88
70 - Materials & Supplies	1500.00	1100.00	300.00	875.00	105.00	300.00	135.00	4315.00
90 - Utilities (Hessan Town)								0.00
90 - Volunteer Event			1850.00					1850.00
12 - New Horizons Project				0.00				0.00
30 - Building Maintenance/Services	0.00	1509.35	987.85	987.85	631.95	235.00	343.93	4695.93
15 - Bank Charges		75.00		21.00				96.00
10 - Insurance	12.02	350.00	80.00	220.00	60.00	70.00	90.00	882.02
16 - Equip. Repairs & Maint.		300.00						300.00
15 Equipment rent or purchase								0.00
25 - Computing		550.00	125.00	175.00	125.00	100.00		1075.00
30 - Audit Fees & Expenses	19.31	711.29	132.02	372.65	98.21	124.38	153.49	1611.33
40 - Telex contract		350.00						350.00
11 - Amortization on Equip.		1400.00						1400.00
4 - Composting							40025.31	40025.31
4 - Miscellaneous Expense	35.00	50.00	20.00	25.00	5.00	15.00		150.00
5 - Cash Short/Over								0.00
1 - Transfer to other programs				0.00				0.00
4 - Direct client workshop								0.00
9 - GST Paid	57.00	613.80	350.05	408.45	290.28	168.58	123.04	1999.29
21 Expense	4832.62	218653.54	42237.42	118925.70	35841.86	38045.70	45500.19	504037.03
Income	-174.73	0.52	0.11	0.21	0.09	0.05	0.11	1.09
	4832.62	207638.42	42237.42	84325.70	35841.86	19545.70	43000.19	437421.91
21	57950	57950	57950	57950	57950	57950	57950	
21	57950	57950	57950	57950	57950	57950	57950	
21	315423	315423	315423	315423	315423	315423	315423	
0.011048	0.47468884	0.09655991	0.19277886	0.081939	0.044683867	0.0983037		1

2019	2016	2017	Actual	Actual	Actual	Actual	Actual	Actual
Projected			2016	2015	2014	2013	2012	2011
	604.60	10.00	153.86	902.16		2315.6	100	819.83
	0.00	0.00		130	22652.75	34952.59	37818.81	34504.77
	698.00	42.00	54	38	42	160	1482	3215.19
	1980.50	2112.50	1901.43	4121.35	5460.04	5508.162	3048.82	2450.5
	0.00	0.00	72.48		250.72			
	30676.85	36016.34	38394.11	42505.93	46416.12	37249.86	30114.08	23124.51
	339.41	922.81	1186.52	800	1089.57	927.2	808.89	542.31
	0.00	1436.46		0	2677.07	1913.11	2609.4	2057.25
	5200.00	6809.00	11400	10100	7700	6600	6600	7700
	471.80	155.14	91.31	125.05	164.97	110.12	243.34	154.69
	2482.00	3371.20	2411.75	1722	2610	2154	2243	2667.75
	73742.24	73253.88	67881.3	65195.01	70827.92	65195	65195	82783.15
	18797.07	20802.57	17994.66	17231.35	13769.42	14899.42	13934.42	11643.05
	0.00	0.00				0	0	
	134092.47	144791.70	141541.44	142870.65	173460.58	171985.72	164195.76	151663.00
	0.00	0.00						
	50000.00	50000.00	50,000.00	56,356.86	56,356.00	45,856.00	42,856.00	42,856.00
	50000.00	50000.00	50,000.00	56,356.87	56,356.00	45,856.00	42,856.00	42,856.00
	315423.00	315423.00	315,423.00	282,567.27	262,853.00	262,853.00	262,853.00	262,853.00
	415423.00	415423.00	415423.00	395281.00	375565.00	354565.00	348565.00	348565.00
	550415.47	560214.70	556964.44	538151.85	549025.58	526556.72	512760.76	500228.00
	28431.72	25191.48	25039.37	25572.75	30007.57	24577.89	20951.88	17476.84
	357019.42	344116.65	338546.05	319084.4	309674.38	303547.53	285945.43	287819.1
	2956.81	3329.61	2082.27	2040.69	1659.88	2513.95	1901.53	1981.94
	20695.33	16988.21	14900.96	13588.65	13030.64	12742.66	12445.52	13561.24
	409103.28	389503.95	380548.65	380286.49	364372.47	343382.03	321244.38	320841.12
	13604.27	17677.17	10392.64	8779.7	7811.81	5951.24	7439.66	5687.68
	1271.23	1621.97	1378.52	970.48	50	1059.04		
	11745.06	14245.44	14025.66	18085.28	17580.73	19220.9	15704.6	13251.38
	991.38	319.06	882.72	722.19	254.43	413.44	701.94	1232.72
	1284.42	1079.79	828.44	1139.5	747.83	1325.04	794.87	1180.38
	554.31	384.75	0	1409.9	2386.52	747.92	1145.31	1196.43
	629.85	1081.82	698.13	669.77	372.92	757.69	628.57	678.55
	5535.27	4953.07	4858.48	5459.43	6131.51	6489.83	6348.63	6981.81
	2847.18	3841.60	2788.27	3296.73	2835.42	1457.68	1873.89	1977.99
	1768.08	355.00	425.35	1359.23	1499.35	1545.16	1727.77	1965.68
	0.00	0.00		0	2649.08	1434.59	2174.32	2191.73
	38718.47	35749.44	35749.44	33425.93	64114.75	45703.36	44709	46208.12
	3730.69	9814.79	4054.38	5361.02	6437.5	1047.35	4850.56	4427.63
	5639.69	10278.91	1835.09	3457.71	3917.15	3568.42	4816.2	3612.99
	0.00	0.00		0	10863.21	20248.75	20139.76	19246.28
	1750.00	1750.00	1700	1860		1855.3	1740	1437.2
	0.00	0.00				0	600	
	4003.40	3594.56	3869.02	3876.95	8164.24	5861.21	15842.88	6828.97
	94.00	58.49	60.71	20.95	59.8	44.36	24	163.13
	825.26	634.63	618.99	830.96	625.85	700.11	858.96	1037.91
	25.00	2628.56	565.94	2070.82	4757.88		395.2	437.48
	0.00	3922.55						
	365.90	3783.72	11331.58	284.16	1905.21	96.48	1255.11	3605.78
	1439.08	1285.97	1325.03	2160.08	1309.51	1260.56	1245.67	1079.11
	324.50	337.50	329	322	315	311	265	

Barrhead FCSS
2020 Budget
Expenses by Class

**FCSS Budget for 2020
Board of Directors - Class 100**

EXPENSES	2019 Budget	2019 Projected	2020 Budget
Board of Directors	4055	6012	4833

**FCSS Budget for 2020
Administration - Class 101**

EXPENSES	2019 Budget	2019 Projected	2020 Budget
Total 7106 · Staffing Cost	188797	188540	187013
7125 · Training & Development	2800	3780	2800
7126-Staff Recognition	475	144	250
7130 · Travel & Subsistence	1020	1852	1850
7131 · Vehicle Expenses	350	216	285
7135 · Membership Fees	275	330	495
7140 · Postage	250	267	340
7141 · Postage Machines Expense	0	0	0
7145 · Telephone	2625	2633	2121
7150 · Advertising	525	1428	525
7155 · Printing	930	1008	930
7160 · Building Rent	10401	10458	13944
7165 · Office Supplies	2160	4795	1092
7170 · Materials & Supplies	1005	3936	1100
7200 · Building Maintenance/Janitorial	1945	2328	1509
7205 · Bank Charges	75	98	75
7210 · Insurance	320	334	350
7215 · Equip. Repairs & Maint.	0	101	300
7226 · Computers	150	1654	550
7230 · Audit Fees & Expenses	568	525	711
7300- Telpay Contract	350	379	350
7301-Amortization on Equipment	1380	1400	1400
7440 · Miscellaneous Expense	200	218	50
7445 · Cash Short/Over	0	19	0
7999 · GST Paid	775	701	614
Total Expense	217376	227141	218654

Barrhead FCSS
2020 Budget
Expenses by Class

FCSS Budget for 2020

Community Programs Coordinator - Class 102

<u>EXPENSES</u>	2019	2019	2020
	Budget	Projected	Budget
Total 7106 · Staffing Cost	26420	23617	25243
7125 · Training & Development	700	977	500
7126 · Staff Recognition	50	25	75
7130 · Travel & Subsistence	25	25	213
7131 · Vehicle Expenses	75	23	50
7135 · Membership Fees	115	96	210
7140 · Postage	60	138	75
7141 · Postage Machines Expense	0	0	0
7145 · Telephone	870	877	707
7150 · Advertising	190	774	190
7155 · Printing	190	172	200
7160 · Building Rent	5980	6123	10720
7165 · Office Supplies	210	357	210
7170 · Materials & Supplies	400	598	300
7190 · Volunteer recognition	1800	1850	1850
7200 · Building Maintenance/Janitorial	665	843	988
7210 · Insurance	63	62	80
7215 · Equip. Repairs & Maint.	0	0	0
7226 · Computers	25	150	125
7230 · Audit Fees & Expenses	113	97	132
7440 · Miscellaneous Expense	10	0	20
7999 · GST Paid	230	256	350
Total Expense	38192	37060	42237

Barrhead FCSS
2020 Budget
Expenses by Class

FCSS Budget for 2020
Home Support Program - Class 103

<u>EXPENSES</u>	2019 Budget	2019 Projected	2020 Budget
Total 7106 · Staffing Cost	95896	87535	94038
7125 · Training & Development	1700	997	1900
7126 · Staff Recognition	320	378	350
7130 · Travel & Subsistence	5000	5501	6000
7131 · Vehicle Expenses	170	120	170
7135 · Membership Fees	220	189	220
7140 · Postage	220	325	250
7141 · Postage Machines Expense	0	0	0
7145 · Telephone	710	717	665
7150 · Advertising	760	846	760
7155 · Printing	300	335	300
7160 · Building Rent	7032	7090	10720
7165 · Office Supplies	355	506	467
7170 · Materials & Supplies	1075	511	875
7200 · Building Maintenance/Janitorial	544	717	988
7205 · Bank Charges	21	0	21
7210 · Insurance	181	175	220
7215 · Equip. Repairs & Maint.	0	0	0
7226 · Computers	75	228	175
7230 · Audit Fees & Expenses	322	275	373
7440 · Miscellaneous Expense	10	30	25
7999 · GST Paid	291	286	408
Total Expense	115203	106760	118926

Barrhead FCSS
2020 Budget
Expenses by Class

**FCSS Budget for 2020
Advocacy and Support - Class 104**

<u>EXPENSES</u>	2019 Budget	2019 Projected	2019 Budget
Total 7106 · Staffing Cost	24971	24838	23578
7125 · Training & Development	700	1147	500
7126 · Staff Recognition	50	25	25
7130 · Travel & Subsistence	155	537	213
7131 · Vehicle Expenses	25	18	25
7135 · Membership Fees	40	34	80
7140 · Postage	50	11	30
7141 · Postage Machines Expense	0	0	0
7145 · Telephone	385	398	582
7150 · Advertising	350	44	350
7155 · Printing	35	25	35
7160 · Building Rent	5489	5468	8996
7165 · Office Supplies	80	139	123
7170 · Materials & Supplies	105	27	105
7200 · Building Maintenance/Janitorial	417	514	632
7210 · Insurance	42	46	60
7215 · Equip. Repairs & Maint.	0	0	0
7226 · Computers	25	165	125
7230 · Audit Fees & Expenses	75	72	98
7440 · Miscellaneous Expense	15	5	5
7999 · GST Paid	181	180	280
Total Expense	33189	33694	35842

Barrhead FCSS
2020 Budget
Expenses by Class

**FCSS Budget for 2020
Family/School Liaison - Class 105**

EXPENSES	2019 Budget	2019 Projected	2020 Budget
Total 7106 · Staffing Cost	99316	79601	28696
7125 · Training & Development	2400	1007	500
7126 · Staff Recognition	125	25	25
7130 · Travel & Subsistence	5400	4286	1950
7131 · Vehicle Expenses	180	106	0
7135 · Membership Fees	560	131	150
7140 · Postage	100	48	80
7141 · Postage Machines Expense	0	0	0
7145 · Telephone	890	793	686
7150 · Advertising	650	522	200
7155 · Printing	240	141	60
7160 · Building Rent	7453	7343	4532
7165 · Office Supplies	600	50	156
7170 · Materials & Supplies	1200	1761	300
7200 · Building Maintenance/Janitorial	559	740	235
7205 · Bank Charges			
7210 · Insurance	156	179	70
7215 · Equip. Repairs & Maint.	0	0	0
7226 · Computers	200	211	100
7230 · Audit Fees & Expenses	277	282	124
7440 · Miscellaneous Expense	30	10	15
7445 · Cash Short/Over			
7999 · GST Paid	298	327	167
Total Expense	120633	97565	38046

**FCSS Budget for 2020
Counseling Contract - Class 107**

EXPENSES	2019 Budget	2019 Projected	2020 Budget
Counseling Contract	43735	46636	45500

Total 80/20 Program Expenses	572384	554869	504037
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FCSS Programs Stats

Family School Liaison Program

2 Liaisons operate out of all 6 schools in the division

Contract Partnership between PHPS, Woodlands County and Barrhead FCSS

Serves an average of 104 students per month

1000+ contacts per month per FSL

Resources - Feelings Workbooks; Building self-esteem; Social Skills; Seven Grandfather's Lessons; Grief and Loss Information

Facilitate Group Programs - Fearlessly Kind; Babysitting Certification; Art to Connect; Teen Moms & Dads Program; Rainbows Program Coordination

Referrals IN to the FSL Program – 32 New Referrals so far this year (FSL 1)

Referrals to Other Agencies – 26 (FSL1)

- FCSS; Food Bank; Christmas Programs; Teen Soup & Bun; BES School Lunch; Alberta Supports for young adults; Children's Services; PChad or other Treatment Programs; Support Families with legal or medical appointments; Homework Sessions; In-School Mentors; School Lunch Program



- ❖ **Operating with ONE FSL in 2019**
- ❖ **Entire FSL program slated to END June 2020 due to loss of funding**

Seniors Programs

3.5 days per week

Home Support -

2017 – 73 clients (Averaging 52 clients per month)

2018 – 81 clients (Averaging 54 clients per month)

2019 – 66 (Averaging 50 clients per month) *anticipate 4-5 referrals in Dec



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- ❖ **Changes to Home Support in March 2019 – increased rates but still heavily subsidized by FCSS; Aligning service for ages 65+; Fewer clients in Fort Assiniboine area**
- ❖ **Will move to cap the program at 50 clients per month in 2020**

Srs Info & Referrals

2018 – 47 inquiries; referrals for 27 clients

2019 – 57 inquiries; referrals for 41 clients so far

Srs Supports

Volunteer Income Tax Program; Srs Benefits, Old Age Security, Canada Pension Plan; Alberta Seniors Supports

Programs to Connect Srs

Srs Exercises, Monthly Seniors Dinners, Pie & Coffee Time

Seniors Programs Volunteer Hours

2018 – 1338 hours

2019 – 945 hours so far



Community Development and Volunteer Coordinator

15 hrs per week

Coordinates Volunteers: Food Bank, Compass Program, Mentors, Coats for Families, Santa's Toy Box, Welcome Baskets; Emergency Social Services during disaster

Committees & Coordination Projects include: Volunteer Appreciation Event; Blue Suede Festival for Food Bank; Nominations for Provincial and Federal Volunteerism; Barrhead Vision Committee

Advocacy & Support Mentor

15 hrs per week

Available to walk in clients

Averages 10 separate clients per month (3-year stats)

Referrals – AB Works, Food Bank, Service Canada, Ripple Connection

Paperwork – AISH; CPP Disability; Seniors Forms OAS and CPP

Third Party Inquiries – Revenue Canada; Tenant/Landlord; AISH, AB Works

Advocating – Lawyers; Legal Aid; AISH appeals

Other Inquiries – Forms, Evictions, Court Support, Emergent Referrals, Homelessness/Shelters

Community Advocacy Projects – Barrhead Accessibility Coalition



Referral Counseling

2018 – 184 referrals; 435 sessions; represents service for 11 months

2019 – 164 referrals; 374 sessions; represents service for 9 months



- ❖ ***A 10-11-month budget in 2018.... turned into the same budget being spent in 9 months in 2019***
- ❖ ***15 – 19 New referrals per month***
- ❖ ***2019 Have waiting lists; prioritizing service and limiting number of clients per day***
- ❖ ***2019 Referring back to agencies that have made referrals to FCSS***
- ❖ ***Most identified client statement "I came here because I was told to go to FCSS"***

Volunteer Income Tax Completion

2018 - 367 Returns

2019 – 325 Returns so far



Youth Program

Funded by: Barrhead FCSS; Casino Revenue; Community Sponsorship; Woodlands County FCSS

	Program Locations	Times	# Programs Planned	Attendees
2017 FCSS Casino FCSS	At FCSS	1 or 2 events every two weeks	42	
2018 FCSS Casino FCSS Enhancement Community Partnerships Woodlands FCSS	At Rotary Room; Added monthly program in Fort Assiniboine	2 evenings per week	57	571
2019 FCSS Casino Community Partnerships Woodlands FCSS Barrhead Cares Partnership	At Rotary Room; FCSS; Bethel Centre; Barrhead Public Library; Added bi-monthly to the Youth program in Fort Assiniboine *Partnering with Barrhead Cares *Lemonade Stand Day *Sleepover event at Camp Nakkuman	2 evenings per week plus special events	100	884



- Fort Assiniboine Youth Program will cease end of Feb 2020
- Barrhead Youth Program – Casino not until first quarter 2021; operating on Community Funds
- Barrhead programming will decrease in 202
-

Barrhead & District FCSS 2020 Budget

Why all the  s?

Answer:

12% Loss in Revenue for 2020 (approximately \$48,000)

- Fewer partners to draw on – Woodlands County experiencing difficulties; Some Coalitions losing funding; Economy
- Loss of Parent Link and Early Childhood Development Funding
 - No guarantees for a successful bid under the new Family Resource Network Expression of Interest.
- 0% increase in Provincial Funding
 - happy to see no decreases in funding
 - budget lines maxed out in 2019 – partners experiencing funding deficiencies AND we cannot borrow any more from revenues to cover COLA costs for expenses

Barrhead & District FCSS 2020 Outlook:

- Loss of Parent Link & ECD Programs and Staff (3 Positions)
- Loss of one Family School Liaison Position (June 30. 2019)
- Loss of second Family School Liaison Position (Dec 30. 2019 or June 30, 2020; entire program gone in the fall of 2020)
- Adjust rents back to FCSS Jan 1, 2020
- Loss of hours for admin staff starting April
- Close FCSS Fridays starting April
- Waiting lists; Caps on service; Program tightening
- Continued requests from outside of our boundaries; will be turned back to their municipalities (ID at front desk)
- Search for funds to increase professional development training and for OH&S.
- \$1.00 net income means likely reduced hours for Exec. Dir for unforeseen expenses
- Asking for an increase of \$15,000 from both Town and County
 - \$15,000 for continuation of ONE FSL
 - \$15,000 reallocated back to some admin hours to remain open on Fridays; increase training budgets; small increase to ref. counseling

Community Program Stats at a Glance



Food Bank Stats 3-Year Compilation of Months Sept – December

Month & Year	Individuals	Households
Sept 2017, 18, 19	107, 137, 160	56, 57, 64
Oct 2017, 18, 19	102, 111, 145	60, 47, 58
Nov 2017, 18, 19	143, 132, 170	93, 55, 73
Dec 2017, 18, 19	261, 264, ???	86, 86, ???
Total 2017, 18, 19	613, 644, ???	295, 245, ???

December totals not yet available

10-15 Volunteers put in approximately 100 hours of work per month

October, November, December: 15 – 19 volunteers easily reach 1000 hrs per month

Christmas Programs

	2017	2018	2019
Christmas Hampers	99 families	96 families	64 families so far
Santa's Toy Box	123 children	133 children	117 children so far

New 2019: Stocking Stuffers for 100 Keir Care Residents

New 2019: Gift requests for some Blue Heron Clients without families

In-School Mentors

2018 – 11 Children & 11 Mentors at 1 hour per week

2019 – 8 Children & 8 Mentors at 1 hour per week (fewer Mentors)

Welcome Baskets

2018 – 17 Baskets

2019 – 18 Baskets

Coats for Families

Sponsored in partnership with Barrhead Cleaners and Servus Credit Union

2018 – 82 coats; 17 ski pants; 20 mitts/toques

2019 – 99 coats; 35 ski pants; 59 mitts/toques



Meals on Wheels

2018 – 22 drivers, 2 church groups; 1 staff volunteer; 67 meals per month

2019 – 22 drivers, 2 church groups; 3 staff volunteers; 137 meals per month

CARE (Community Angels for Recreational Enrichment)

2018 – 34 Children; 16 different activities; \$6541.00

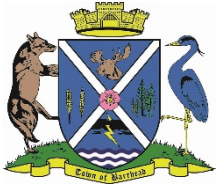
2019 – 37 Children; 19 different activities; \$7029.16

 **Be a good neighbour!**



chaos
COORDINATOR





REQUEST FOR DECISION

To: Town Council
From: Edward LeBlanc, CAO
cc: File
Date: January 14, 2020
Re: 2020 Capital Purchases

1.0 **PURPOSE:**

Request authorization to proceed with specific capital items included in the 2020 Interim Budget.

2.0 **BACKGROUND AND DISCUSSION:**

During the November 26, 2019 Council meeting, Council approved the 2020 Interim Budget with a freeze on capital items. As Council is aware, a number of projects should be initiated sooner in the calendar year to take advantage of current pricing or to co-ordinate some projects that require longer lead-times.

It is anticipated that Council will approve the 2020 Final Operating and Capital Budgets, sometime in April.

Administration is seeking authorization from Council to proceed with the tendering/purchase of the following capital items, as approved in the 2020 Interim Capital Budget:

ITEM DESCRIPTION	2020 INTERIM BUDGET
Common Services - Sweeper	\$350,000.00
Common Services - ½ Ton Truck – Crew Cab	\$48,000.00
Common Services - Skid Steer Snow Wing	\$10,900.00
Tradewaste – Commercial Bins	\$25,000.00
Curling Rink – Roof Replacement, Makeup Air Unit, Electrical,	\$545,000.00
Curling Rink – Unit Heaters, Lighting, Drainage Lines	\$96,000.00

3.0 ALTERNATIVES:

- 3.1 Council provides authorization to proceed with tendering/purchasing of the noted capital items as presented.
- 3.2 Council instructs Administration to proceed with only a selected capital items from the listing provided.
- 3.3 Council accepts this report in respect to proceeding with specific capital items, as information.

4.0 FINANCIAL IMPLICATIONS:

The requested capital items are included in the 2020 Interim Capital Budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

None.

9.0 RECOMMENDATIONS:

That Council provides authorization to proceed with the tendering/purchase of the following capital items, as approved in the 2020 Interim Capital Budget:

ITEM DESCRIPTION	2020 INTERIM BUDGET
Common Services - Sweeper	\$350,000.00
Common Services - ½ Ton Truck – Crew Cab	\$48,000.00
Common Services - Skid Steer Snow Wing	\$10,900.00
Tradewaste – Commercial Bins	\$25,000.00
Curling Rink – Roof Replacement, Makeup Air Unit, Electrical,	\$545,000.00
Curling Rink – Unit Heaters, Lighting, Drainage Lines	\$96,000.00

Edward LeBlanc
CAO

**COUNCIL REPORTS
AS OF JANUARY 14, 2020**

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



C.A.O Report

To: Town Council

Date: January 14, 2020

Re: January 14, 2020 Council Meeting

- On December 5th – along with Mayor McKenzie and Ms. Linda Prokott, I attended a Health and Wellness Session hosted by A.H.S.
- On December 17th – I assisted in the regular Safety Inspection of the Water Treatment Plan
- On December 18th – The Town's ICF Committee met with the County's ICF Committee to review the draft ICF agreement, as prepared by both Administrations. With a few minor amendments to the draft agreement, the Committee reached a consensus with a recommendation to present the agreement to the respective Councils.

County Council has formally endorsed the ICF agreement. This item will be included on the Town's January 28th Council meeting agenda for review and consideration.

- On December 19th – I attended and participated in the regular Health and Safety Meeting.

During the Meeting the Committee reviewed the internal audit of the Town's Safety Plan which received an overall final score of 80% with one element only receiving 29%. This particular element revolves around the aspect of having policies and procedures in place for non-Town employees working on the Town's worksite. An Action Plan has been prepared to address this shortfall.

As a note, the Town staff members that conducted the internal audit were audited themselves from a third party and they received an overall score of 89%.

- On December 19th – I met with representatives from Fortis Alberta to review their activities from this past year and to discuss their offer of providing the Town with a safety program for overhead power lines.

Director Vickery and I will again be reviewing the draft Utilities Department's Rate Review and Cost of Service Study, as prepared by Mr. David Campbell. The draft report currently has fourteen recommendations that Administration will review and discuss with Mr. Campbell in detail.

Once the draft is finalized, the report will be presented to Council with Administration's comments in respect to the noted recommendations.

General Administrative Services:

- Department is proceeding with the directions as outlined in the interim 2020 Operating Budget
- Staff is proceeding with year-end accounting activities

Enforcement Services:

- The Department currently has 22 open file under review/investigation:
 - Traffic Enforcement: 2 files
 - Bylaw Issues: 20 files

The Enforcement Services Department is currently paying special attention to snow removal issues. The Town had some challenges in previous years, and the Department is looking to make a positive impact in this area. Thus far this season, there has been a general improvement.

With the return of school from the holiday break, the Department will continue to monitor school zone safety closely this coming month.

On December 9th the Province visited our office and undertook an audit of Town's Enforcement Services Department. There were no significant operational issues to report.

Legislative and Development Services:

- Working with County Development Officer on updates to the existing Intermunicipal Development Plan
- Attended Twinning Committee meeting
- Working on itinerary for upcoming Twinning delegation visit
- Working with residents on subdivision and development inquiries

- The Department issued 52 Development Permits in 2019 for a total of \$18,000,000.00

Fire Protection Services:

- Incidents from December 1 – December 31, 2019
 - Fires – 3
 - Vehicle accidents - 2
 - Ambulance Assist – 19
 - False alarms – 4

Total of 28 calls – with a total of 252.5 Man hours.

- Training:
 - Medical skills training and medication delivery
 - All 11 students were successful in the NFPA 1001 firefighter level 2 testing.
 - One Member successful in NFPA 1006 Rescue Technician Awareness testing.
 - 85% Of the department are NFPA 1001 level 1&2 trained.
- Recognition
 - The following members will be attending the Fire Department Instructors Conference (FDIC) in Indianapolis, Indiana from April 20 – 25:
 - ✓ Captain Scott Green
 - ✓ Firefighter Craig Plitt
 - ✓ Firefighter Tyler Simoneau
 - By a vote of the membership, the Firefighter of the Year was awarded to Brian Lamha
- Other
 - Attended the Christmas parade and supplied Santa for pictures.
 - Fireworks for First night
 - Operation Samaritans purse, 12 shoes boxes donated

Membership is now at 34 responding members

Recreation Services:

➤ Operational:

- The Department participated in the Christmas Parade, held special events at the Agrena and Aquatics Centre during the Christmas break.
- Staff attended an FCSS meeting to be more informed about their programs currently being offered and to discuss how the Town could potentially address the gap should some of the FCSS programs cease to operate.

➤ Works in Progress:

- Continue to remove snow.
- Monitoring the water stop issues in the hot tub, some new areas are showing.
- Working on hosting day time events for tots and parents as well as more fitness and crafts for youth and adults in the Charles Godberson Rotary Room.

➤ Upcoming Special Events:

- Planning underway for holding events during Teachers' Convention February 6- 7.
- Planning events for Family Day February 17.

➤ Other:

- Working with Associated Engineering on curling rink project, to be tendered in mid-January (subject to Council's endorsement).

Transportation Services:

➤ Operational:

- snow removal streets sidewalks and walking trail parking lots and facilities
- sanding streets and sidewalks
- staff cross training on equipment
- general building maintenance
- Christmas tree pickup is scheduled for January 10th

- On-going projects
 - Continue to coordinate efforts with Town Engineers on the lagoon and reservoir projects

Edward LeBlanc

C.A.O.

**Barrhead & District Family & Community
Support Services Society
Regular Board Meeting November 21, 2019-9:30 a.m.
Barrhead FCSS Building**

APPROVED
Dec 19, 2019

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

Present:

Randy Hindy, Chairperson
Shelly Dewsnap – Executive Director
Carol Lee, Recording Secretary
Jane Wakeford – Vice Chair
John Szwec, Secretary/Treasurer
Leslie Penny Marvin Schatz Dausen Kluin
Ron Kleinfeldt Marsha Smith arrived late at 10:00 a.m.
Sharen Veenstra Mark Oberg Sally Littke

Absent: Vicki Kremp and Shelly Bye

1) Call to Order

The regular meeting of the Barrhead & District Family & Community Support Services Society was called to order 9:55 a.m. by Randy Hindy

2) Acceptance of Agenda – Additions/Deletions

63-19 Moved by Leslie Penny to accept the Agenda, with the addition of 7f Staffing Update. Motion seconded by Marsha Smith.

Carried

3) Items for Approval

a) Minutes of the regular Board meeting of the Barrhead & District FCSS, October 17, 2019.

64-19 Moved by Marsha Smith to accept the minutes of the Regular Board meeting of October 17, 2019, seconded by Marvin Schatz.

Carried

b) Financial Statements

65-19 Moved by Marsha Smith to accept the General Account, Community Account and Casino Account Financial Statements for the period ending on October 31, 2019, as presented. The motion was seconded by Dausen Kluin.

Carried

c) Budget

66-19 Moved by Ron Kleinfeldt to accept the 2020 Budget, motion seconded by Jane Wakeford.

Carried

67-19 Mark Oberg moved to CLOSE the FCSS Office on Fridays' starting January 1st, 2020

Carried

4) Staff Presentation: Rebecca Breitreitz – FCSS Youth!

Rebecca works with Youth in Barrhead, Tuesdays at various locations such as Bethel Pentecostal Church, Library and FCSS and Thursdays at the Charles Godberson Room at the Agrena. In September, the Youth attended Camp Nakamun for Leadership Training.

Rebecca handed out 40 Developmental Assets list for the Board to look at. The youth participated in Lemonade Day in June by setting up lemonade stands throughout the community. They had to get a business license from the Town, take business and safety training and institute setting up a stand. Proceeds from sales went to a charity of their choice like Ripple Connection, Pregnancy Care and Bars. This summer the youth wrote random acts of kindness on sidewalks all around town and really enjoyed this activity. The Board thanked Rebecca for all she has done.

5) New Business

a) Driver's Abstract - Policy

68-19 Marvin Schatz moved to table this item for December's Board Meeting, seconded by Marsha Smith.

Carried

b) FCSSAA Resolutions

69-19 Moved by Leslie Penny for voting rep at FCSSAA Conference support 3 year contracts, providing it has a clause which stats cost of living increase. Motion seconded by Marsha Smith.

Carried

6) Old Business

a) FCSS 50th Anniversary

70-19 Marsha Smith moved that the Adhoc Committee and staff research and get a budget for the 50th FCSS Anniversary Celebration and report at the January Board Meeting, motion seconded by Sharen Veenstra.

Carried

7) Items for Information

a) Directors Report

b) Staff Reports

c) FCSSAA Annual Report

d) FCSSAA October Meeting Highlights

e) CAHR - Social Return on Investment

f) Staffing Update - an offer has been extended to a potential bookkeeper. Shelly thanked Jane Wakeford for sitting in on interviews along with Carol Lee and Deb White. All very good interviews and should know later today if the candidate accepted.

71-19 Leslie Penny moved to accept all reports from a to f, motion seconded by Sharen Veenstra.

Carried

8) Board Development

a) Board Development Workshop - Jane Wakeford

Jane Wakeford gave an overview of this workshop she attended. She learnt that it is important to make sure you understand what is going on at meetings and that you need to make sure you are connected at all times by asking questions and making sure you are clear on what is happening.

9) Next Meeting & Christmas Luncheon:

December 19, 2019

10) Meeting Adjournment

Meeting adjourned at 11:25 a.m.

**Barrhead & District Family & Community Support Services Society Regular
Board Meeting of November 21, 2019**

Chairperson

Recording Secretary

**MINUTES
OF THE JOINT TOWN AND COUNTY COUNCIL
HELD MONDAY, DECEMBER 9, 2019, AT 6:00 P.M.
IN THE TOWN COUNCIL CHAMBERS**

PRESENT Town: Mayor D. McKenzie, Crs: T. Assaf, D. Kluin, R Klumph, L. Penny, S. Oswald and D. Smith
County: Reeve D. Drozd, Crs: R. Kleinfeldt, B. Lane, D. Nanninga W. Preugschas, M. Schatz and D. Troock

OFFICIALS Town: Edward LeBlanc, CAO, Kathy Vickery, Director of Corporate Services and Cheryl Callihoo, Director of Development & Legislative Services
County: Debbie Oyarzun, County Manager

OTHERS Barry Kerton, Barrhead Leader

ABSENT

CALL TO ORDER Mayor McKenzie called the meeting to order at 6:15 p.m.

AGENDA The agenda was reviewed.

Moved by Cr. Troock that the agenda be accepted with the following addition:

- 3(a)(iii) Member at Large Appointment – In Closed Session
- 4(b)(iii) Delegation – Fire Chief, Gary Hove

CARRIED UNANIMOUSLY

**DELEGATION –
BARRHEAD LIBRARY
BOARD BUDGET**

Mayor McKenzie welcomed Ms. Elaine Dickie and Ms. Ruth Bohn from the Barrhead Public Library at 6:15 p.m.

Councils reviewed and discussed the 2020 Barrhead Public Library Proposed Budget with the Library representatives.

Ms. Dickie discussed Pembina Hills negotiations and discussed the reduction of staff hours and laying off part time staff. The Barrhead Public Library is requesting the same amount in 2020 as given in 2019 and also requesting that the Joint Council continue to cover the utilities. She stated that she is looking at a possible per capita increase next year.

Moved by Cr. Penny to approve the 2020 Barrhead Public Library Operating Budget in the amount of \$359,847.00, which includes a \$18.44 per capita contribution and an additional contribution from each municipality in the amount of \$5,750.00 representing 50% of the proposed costs for utilities and to forward to both Councils.

CARRIED UNANIMOUSLY

EXITED Mayor McKenzie thanked Ms. Elaine Dickie and Ms. Ruth Bohn for their presentation.

**CLOSED SESSION –
FOIP ACT SECTION 29(1)(b)**

Moved by Cr. Lane that Joint Council go in closed session at 6:31 p.m. with Debbie Oyarzun, County Manager, Edward LeBlanc, CAO, Kathy Vickery, Director of Corporate Services, Cheryl Callihoo, Director of Development & Legislative Services, Ms. Elaine Dickie and Ms. Ruth Bohn still present at the meeting.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

Moved by Reeve Drozd that Joint Council come out of closed session at 6:36 p.m.

CARRIED UNANIMOUSLY

DECEMBER 9, 2019, JOINT TOWN & COUNTY COUNCIL MEETING
Page 2 of 3

Moved by Cr. Preugschas that Joint Council accept the Library Members at Large as information and forward to both Councils for approval.

CARRIED UNANIMOUSLY

EXITED Ms. Elaine Dickie and Ms. Ruth Bohn vacated the Chambers at 6:37 p.m.

**DELEGATION –
BARRHEAD FCSS
BUDGET**

Mayor McKenzie welcomed Ms. Shelly Dewsnap, Mr. Randy Hindy and Ms. Jane Wakeford from the Barrhead and District Family and Community Support Services at 6:38 p.m.

EXITED Cr. Klumph declared a pecuniary interest and vacated the Chambers at 6:38 p.m. pursuant to Section 170 of the MGA.

Ms. Dewsnap circulated her presentation to the Joint Council and reviewed the programs with the Joint Council.

EXITED Mayor McKenzie thanked Ms. Shelly Dewsnap, Mr. Randy Hindy and Ms. Jane Wakeford for their presentation and they exited the Chambers at 7:28 p.m.

Council's reviewed FCSS's funding request.

Moved by Cr. Assaf to accept the 2020 Barrhead and District Family and Community Support Services Operating Budget in the amount of \$504,037.00 which includes a \$61,000.00 contribution from each municipality and to forward to both Councils for approval.

CARRIED UNANIMOUSLY

Moved by Cr. Assaf to approve an additional \$15,000.00 for the 2020 Barrhead and District Family and Community Support Services Operating Budget for consideration by each Council.

CARRIED UNANIMOUSLY

RECESSED

Mayor McKenzie recessed the meeting at 7:28 p.m.

RECONVENED

Moved by Cr. Assaf to reconvene the meeting at 7:33 p.m.

CARRIED UNANIMOUSLY

RE-ENTERED Cr. Klumph re-entered the Chambers at 7:33 p.m.

**AIRPORT SERVICES - 2020
OPERATING BUDGET
& 2021-2023 OPERATING
PLAN**

Councils reviewed the Barrhead Airport Services 2020 Operating Budget and 2021 to 2023 3 Year Operating Plan.

Debbie Oyarzun, County Manager reviewed with Joint Council and answered questions.

Moved by Cr. Troock that the two Councils accept the Barrhead Airport Services 2020 Operating Budget in the amount of \$53,827.00, which includes a contribution of \$21,326.00 from each municipality, and to accept the 2021 to 2023 three-year Operating Plan to forward both to each Council for approval.

CARRIED UNANIMOUSLY

**10 YEAR AIRPORT SERVICES
CAPITAL INFRASTRUCTURE
PLAN**

Councils reviewed the 10 Year Barrhead Airport Services Capital Infrastructure Plan.

Moved by Cr. Troock that the two Councils accept the 10 Year Barrhead Airport Services Capital Infrastructure Plan in the amount of \$85,000.00 and to forward to both Councils for approval.

CARRIED UNANIMOUSLY

ENTERED

Gary Hove, Fire Chief entered the Chambers at 7:46 p.m.

**BARRHEAD REGIONAL FIRE
SERVICES 2020 PROPOSED
OPERATING BUDGET**

Councils reviewed the Barrhead Regional Fire Services 2020 Proposed Operating Budget.

Gary Hove, Fire Chief reviewed with the Joint Council the requirement of a full time Clerk and to have a budget for 3 members to attend the Fire Department Instructors Conference (FDIC International Conference). He also discussed the reasoning for the additions to the budget.

Moved by Cr. Troock that the two Councils accept the Barrhead Regional Fire Services 2020 Proposed Operating Budget as information.

CARRIED UNANIMOUSLY

NEXT MEETING

The next meeting of the Joint Town & County Councils will be the Call of the Chair.

ADJOURN

Moved by Reeve Drozd that the meeting adjourn at 8:40 p.m.

CARRIED UNANIMOUSLY

**BARRHEAD & DISTRICT TWINNING COMMITTEE MEETING
HELD MONDAY, JANUARY 6, 2020, AT 4:30 PM
IN THE TOWN COUNCIL CHAMBERS**

PRESENT Vice Chairperson Deb Schembri, Karen Christiansen, Lynn Down, Yvonne Harris, Leah Jackson, Nadine Quedenbaum, Cr. Walter Preugschas and Cheryl Callihoo

EXCUSED Chairperson Shelley Oswald, Elaine Dickie and Gail Hove

OTHERS

CALL TO ORDER

Vice Chairperson Deb Schembri called the meeting to order at 4:35 p.m.

**CONSIDERATION
OF AGENDA**

The agenda was reviewed.

001-20 Moved by Leah Jackson that the Agenda be accepted as presented.
CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Twinning Committee Meeting held November 4, 2019 were reviewed.

002-20 Moved by Cr. Walter Preugschas that the Minutes of the Twinning Committee Meeting held November 4, 2019 be accepted as presented.
CARRIED UNANIMOUSLY

**MARCH
DELEGATION**

The Committee discussed the upcoming Student delegation from Japan, they will arrive Friday, March 6th and departure will be Friday, March 13th. There will be three female students, Mr. Nishiyama (teacher) and Ms. Miwa Nakadai (interpreter).

Cr. Walter Preugschas and Nadine Quedenbaum will begin looking for homestays. Leah Jackson offered to homestay Mr. Nishiyama (teacher).

The itinerary for the delegation was reviewed. The students will do Town and County tours and spend time with the host students in school. Also discussed was a resource person from the Committee to help homestay families with questions. Deb Schembri offered to take on this role on behalf of the Committee.

**FINANCIAL
STATEMENT**

The Financial Statement for the month ended December 31, 2019, was reviewed.

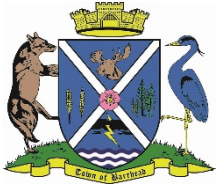
003-20 Moved by Lynn Down that the Financial Statement for the month ended December 31, 2019, be accepted as information.
CARRIED UNANIMOUSLY

NEXT MEETING

The next meeting of the Twinning Committee will be Monday, February 3, 2020 at 4:30 p.m. in the Town of Barrhead Council Chambers.

ADJOURN

004-20 Moved by Vice Chairperson Deb Schembri to adjourn the meeting at 5:15 p.m.
CARRIED UNANIMOUSLY



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 14, 2020

Re: Bylaw 11-2019, the Municipal Public Utilities Bylaw

1.0 Purpose:

To have Council give third reading to Bylaw 11-2019, being the Municipal Public Utilities Bylaw.

2.0 Background and Discussion:

Bylaw 11-2019 was presented to Council during the December 10th Council Meeting. After some discussion, Council passed first and second reading to the bylaw. Please note that should the bylaw receive 3rd reading at this particular meeting, the rates would be effective March 1, 2020 vs January 1, 2020 and the Final 2020 Budget will be adjusted accordingly.

Below is the same information from the Request For Decision Report that was presented during the December 10, 2019 Council Meeting:

Water, sewer and garbage services are considered self-supporting utilities, where the revenues cover the expenses, and operational activities are not subsidized by property taxes.

At present these operating functions are self-supporting, with the exception of recycling, which in the 2020 Interim Budget, will have a deficit of approx. \$48,744.00. At this time no additional funds are being placed into reserves for the capital replacements of any recycling facilities or equipment.

Estimated operating budgets for water, sewer, trade waste, landfill and recycling are \$ 3.98 million.

The Barrhead Regional Water Commission has advised that the Town will be charged \$2.26/m³ for the supply of treated water, an increase of 2.7% over the 2019 rate of \$2.20/m³.

As per Policies 41-006 and 42-003 Water and Sanitary Sewage Infrastructure Replacement, Council sets aside funds annually for funding of future infrastructure replacement. A review of all line items in preparation of the Town's 2020 budget was undertaken prior to determining any rates for the upcoming year.

The Town also services several utility accounts outside of the Town's boundary. Should Council entertain applying a higher rate to these accounts, the residents would be in the position to submit an appeal to the Alberta Utilities Commission.

Water Rates

For 2020 the Town's proposed **Water Rate** has been calculated with an increase of 4.2%. Based on projected water volumes the rate increase will result in approx. \$ 40,000.00 additional revenue.

Please note: With the anticipated passage of third reading to Bylaw 11-2019 during the January 14, 2020 Council Meeting the additional revenue has been revised to \$33,000 with the March 1, 2020 effective date.

This revenue will be used to offset increased operational costs and provide additional funds to be placed in capital reserves for future infrastructure projects. Attached is the Estimated Water Charges Calculation 2019 vs 2020 (Revised) (1).

Minimum Bi-Monthly Residential Bill

The proposed total increase on the minimum **bi-monthly** billing for water, sewer & garbage rates will result in a combined increase of **\$ 5.50 (overall 3.4% increase) for the two month period.**

The following shows the comparison of the present minimum bi-monthly utility billing for water, sewer and garbage, along with the new proposed rates.

Minimum Bi-Monthly Residential Billing Charge	Present Rate \$	Proposed New Rate \$	Bi-Monthly Billing Change \$	% Change
Water (min. 27m3)	98.00	102.10	4.10	
Sewer	34.30	35.70	1.40	
Garbage	29.20	29.20	0.00	
Total	161.50	167.00	5.50	3.40%

Of the 1,887 residential and non-residential utility customers, **1,291 are billed at the minimum rates.**

Water rates above the minimum have been increased by approx. 4% and the following comparison is provided.

Consumption Level	Present Rate /4.55 m3 \$	Proposed Rate +4% /4.55 m3 \$
Level 2 - Next 32 m3/mth	10.80	11.20
Level 3 - Next 636.5 m3/mth	9.80	10.20
Level 4 - Next 682+ m3/mth	8.25	8.60

The number of customers that are billed a portion of their bill in the **level 2 category** are **531**, for a portion of **level 3** there are **60** and the remaining **5** have a portion of their charges in **level 4**.

These will change dependent on the time of year and on each customers' actual water usage requirements.

Sewer Rates are calculated based on a percentage of the water charges and the rate has remained at 35% since 2013.

Please note: With the anticipated passage of third reading to Bylaw 11-2019 during the January 14, 2020 Council Meeting, the additional budgeted revenue for sewer will be reduced in the Final 2020 budget by \$ 2,500.00 to reflect the March 1, 2020 effective date.

As the water rate has remained stable it is recommended that the **Sewer Rate be maintained at 35% for 2020.**

Bulk Water Rate is presently \$ 9.50/m3. The bulk water revenue covers operational costs and a portion of the revenue is transferred to capital for future projects such as the new bulk water system and the infrastructure supporting the system. The bulk water system is also a self-supporting service and is not offset by municipal tax revenue.

Volume usage varies due to weather, projects in the area and the supply of water from a number of contractors to their own customers. In 2019 the bulk water volumes were lower than 2018 but comparable to 2017.

It is recommended that the **Bulk Water Rate remain at \$9.50/m3 for 2020.**

Coin Fill Water Rate

The current Coin Fill system is only able to set a few rate/volume levels. In 2017 the rate was set at \$1.00/80 litres (\$12.50/m3).

It is recommended that the **Coin Fill Rate remain at \$1.00/80 litres for 2020**, with a review of the rates when the new system comes into place.

Tradewaste/Garbage Rates

The various Tradewaste/Garbage rates were reviewed. For Residential Pickup an additional rate category was added for a larger 95-gallon Cart. Requests for the larger sized Cart must be provided in writing, which will be reviewed by the CAO or designate, prior to any approval being granted or denied.

It is recommended that the **Tradewaste/Garbage Rates be maintained at the same level as in 2018**, and that the addition of the Residential 95-gallon Cart monthly rate be approved.

3.0 Alternatives:

3.1 That Council pass third reading to Bylaw 11-2019, the Municipal Public Utilities Bylaw, as presented.

3.2 That Council pass third reading to Bylaw 11-2019, the Municipal Public Utilities Bylaw, as amended and directed to Administration.

3.3 Council instructs Administration to provide further information to the proposed Bylaw 11-2019, the Municipal Public Utilities Bylaw and to bring back the information at the next Council Meeting.

4.0 Financial Implications:

Approximately 68% of all utility account receive a minimum bi-monthly bill. These accounts will see an overall increase of 3.4%.

The suggested increase is to cover off-setting increases in the operational expense budget and to maintain the contribution to capital reserves.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

With the passage of Bylaw No. 11-2019, Council is assured that property taxes will not subsidize the Utility Departments Operating Budgets.

8.0 Attachments:

1. Estimated Water Charges Calculation 2019 vs 2020 (Revised)
2. Historical Utility Rates 2016 to 2020
3. List identifying the impact of the changes in the water, sewer and garbage rates for 2019 vs 2020 for various billing classifications
4. Bylaw No. 11-2019 – Municipal Public Utilities Bylaw

9.0 Recommendations:

That Council pass third reading to Bylaw 11-2019, the Municipal Public Utilities Bylaw, as presented.

Edward LeBlanc
CAO

2019 Estimated Water Charges Average Utility Billing Cycle

Minimum billings	98.00				<u>Total Water Chgs</u>
1291 accounts	<u>1291</u>				
	126,518.00				126,518.00
Volumes m3	98.00	10.80			
28 to 91	531	8325			
531 accounts	<u>52,038.00</u>	19,760.44			71,798.44
Volumes m3	98.00	10.80	9.80		
92 to 1364	60	3850	12400		
60 accounts	<u>5,880.00</u>	9,138.46	26,707.69		
Volumes m3	98.00	10.80	9.80	8.25	
1365 to 4595	5	325	6400	12800	
5 accounts	<u>490.00</u>	771.43	13,784.62	23,208.79	<u>38,254.84</u>
Total # of accounts	1887				Avg 2019 billing
					<u>278,297.43</u>
					6 billings
					<u>1,669,784.57</u>

2019	Budget
\$	1,700,000

Note: 2019 Volumes were lower than budget

2020 Estimated Water Charges Average Utility Billing Cycle - 4% increase in Water Rates (REVISED)

Minimum billings	102.10				<u>Total Water Chgs</u>
1291 accounts	1291				
	<u>131,811.10</u>				131,811.10
Volumes m3	102.10	11.20			
28 to 91	531	8325			
531 accounts	<u>54,215.10</u>	20,492.31			74,707.41
Volumes m3	102.10	11.20	10.20		
92 to 1364	60	3850	12400		
60 accounts	<u>6,126.00</u>	9,476.92	27,797.80		
Volumes m3	102.10	11.20	10.20	8.60	
1365 to 4595	5	325	6400	12800	
5 accounts	<u>510.50</u>	800.00	14,347.25	24,193.41	<u>39,851.16</u>
Total # of accounts	1887				Avg billing <u>289,770.39</u>
					6 billings <u>1,738,622.35</u>

Propose to implement new rates effective March 1/2020

2020	Budget
\$	1,740,000

Adjust water rate effective	2020	Revised Budget
March 1, 2020		\$1,733,000

Note: Budget will be amended during Final Budget Preparation

**HISTORICAL UTILITY BILLING RATES
2016 TO 2020**

Minimum Bi-Monthly Residential Billing	2016	2017	2018	2019	2020
Minimum Water Charge up to 27 m3	90.00	92.00	95.00	98.00	102.10
Minimum Sewer Charge - Residential	31.50	32.20	33.30	34.30	35.70
Garbage Charge - Residential	26.00	28.30	29.20	29.20	29.20
Total	147.50	152.50	157.50	161.50	167.00

Water Charge over Min. Billing (4.55m3)	2016	2017	2018	2019	2020
For next 27 m3 to 64 m3	10.10	10.30	10.50	10.80	11.20
For next 64 m3 to 1,273 m3	9.10	9.30	9.50	9.80	10.20
For next 1,274 m3 over	7.60	7.80	8.00	8.25	8.60

Commercial Garbage Charge	2016	2017	2018	2019	2020
Minimum Rate/Hour	124.00	128.00	130.00	130.00	130.00
					(No change)

Sewer Rate	2016	2017	2018	2019	2020
Based on Percentage of Water Charges	35%	35%	35%	35%	35%
					(No change)

Bulk Water Rate	2016	2017	2018	2019	2020
Per m3	8.70	9.00	9.20	9.50	9.50
					(No change)

2020 Increase of Utility Bills - Bi-Monthly

Type	Rate Water Charges Per Cubic Metre	Consumption Used 16 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
Residential Minimum Bill	0-27	16	\$ 98.00	\$ 102.10	\$ 4.10
	28-91		\$ -	\$ -	\$ -
	65-1364		\$ -	\$ -	\$ -
	Total		\$ 98.00	\$ 102.10	\$ 4.10
	Sewer 35% of H ₂ O		\$ 34.30	\$ 35.70	\$ 1.40
	Residential pick-up	Garbage	\$ 29.20	\$ 29.20	\$ -
	Total		\$ 161.50	\$ 167.00	\$ 5.50

Type	Rate Water Charges Per Cubic Metre	Consumption Used 42 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
Residential	0-27	27	\$ 98.00	\$ 102.10	\$ 4.10
	28-91	15	\$ 35.60	\$ 36.92	\$ 1.32
	65-1364		\$ -	\$ -	\$ -
	Total		\$ 133.60	\$ 139.02	\$ 5.42
	Sewer 35% of H ₂ O		\$ 46.76	\$ 48.62	\$ 1.85
	Residential pick-up	Garbage	\$ 29.20	\$ 29.20	\$ -
	Total		\$ 209.57	\$ 216.84	\$ 7.27

Type	Rate Water Charges Per Cubic Metre	Consumption Used 8 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
Commercial	0-27	8	\$ 98.00	\$ 102.10	\$ 4.10
	28-91		\$ -	\$ -	\$ -
	65-1364		\$ -	\$ -	\$ -
	Total		\$ 98.00	\$ 102.10	\$ 4.10
	Sewer 35% of H ₂ O		\$ 34.30	\$ 35.70	\$ 1.40
	Other (recycle,landfill)	Garbage	\$ 33.00	\$ 33.00	\$ -
	Total		\$ 165.30	\$ 170.80	\$ 5.50

Type	Rate Water Charges Per Cubic Metre	Consumption Used 582 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
Commercial	0-27	27	\$ 98.00	\$ 102.10	\$ 4.10
	28-91	64	\$ 151.91	\$ 157.54	\$ 5.63
	65-1364	491	\$ 1,057.54	\$ 1,100.70	\$ 43.16
	Total		\$ 1,307.45	\$ 1,360.34	\$ 52.89
	Sewer 35% of H ₂ O		\$ 457.61	\$ 475.71	\$ 18.10
	1 Hr. Business pick-up	Garbage	\$ 130.00	\$ 130.00	\$ -
	Total		\$ 1,895.06	\$ 1,966.05	\$ 71.00

2020 Increase of Utility Bills - Bi-Monthly

Type	Rate Water Charges Per Cubic Metre	Consumption Used 626 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
	0-27	27	\$ 98.00	\$ 102.10	\$ 4.10
	28-91	64	\$ 151.91	\$ 157.54	\$ 5.63
	65-1364	535	\$ 1,152.31	\$ 1,199.34	\$ 47.03
	Total		\$ 1,402.22	\$ 1,458.98	\$ 56.76
	Sewer 35% of H ₂ O		\$ 490.78	\$ 510.20	\$ 19.43
	Commercial Light Pickup	Garbage	\$ 47.00	\$ 47.00	\$ -
	Total		\$ 1,940.00	\$ 2,016.18	\$ 76.19

Type	Rate Water Charges Per Cubic Metre	Consumption Used 304 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
	0-27	27	\$ 98.00	\$ 102.10	\$ 4.10
	28-91	64	\$ 151.91	\$ 157.54	\$ 5.63
	65-1364	213	\$ 458.77	\$ 477.49	\$ 18.73
	Total		\$ 708.68	\$ 737.13	\$ 28.45
	12 Unit Apartment Sewer	12 Unit - Sewer	\$ 252.00	\$ 257.78	\$ 5.78
	12 Unit Apartment	Garbage	\$ 247.20	\$ 247.20	\$ -
	Total		\$ 1,207.88	\$ 1,242.11	\$ 34.23

Type	Rate Water Charges Per Cubic Metre	Consumption Used 3545 Cubic Metre	2019 Bi-Monthly Total	2020 Bi-Monthly Total	Bi-Monthly Increase Amt.
	0-27	27	\$ 98.00	\$ 102.10	\$ 4.10
	28-91	64	\$ 151.91	\$ 157.54	\$ 5.63
	65-1364	1,273	\$ 2,741.85	\$ 2,853.76	\$ 111.91
	1365-99999	2,181	\$ 3,954.56	\$ 4,122.33	\$ 167.77
	Total		\$ 6,946.32	\$ 7,235.73	\$ 289.41
	Sewer 35% of H ₂ O		\$ 2,431.21	\$ 2,530.33	\$ 99.12
	8 Hr. Business Pick-Up	Garbage	\$ 1,040.00	\$ 1,040.00	\$ -
	Total		\$ 10,417.53	\$ 10,806.06	\$ 388.53

BYLAW 11-2019

Municipal Public Utilities Bylaw

A BY-LAW OF THE TOWN OF BARRHEAD, A MUNICIPAL CORPORATION IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF UTILITY SERVICES.

WHEREAS, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council may pass Bylaws respecting to services provided by, or on behalf of the municipality; and,

WHEREAS, Council has deemed it necessary and desirable to levy fees for the supply and maintenance of a utility services system which includes water, sanitary sewage, and solid waste collection and disposal.

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

I. DEFINITIONS

- (a) "Automated Waste Collection" shall mean the collection of solid waste by a system of mechanical lifting and tipping of Carts or Bins into a specially designed vehicle.
- (b) "Bin" shall mean a Town supplied large volume, bulk, solid waste container requiring mechanized collection for apartment, commercial, industrial and institutional use.
- (c) "Bulk Waste Bin" shall mean a bulk solid waste container that was purchased from the Town prior to the year 2018 and used for the waste collection service as provided by the Town.
- (d) "Bulk Water Filling Station" means the Town of Barrhead's truck fill station located at the Town Public Works lands or as moved from time to time and all parts and use thereof.
- (e) "CAO" shall mean the Chief Administrative Officer of the Town of Barrhead.
- (f) "Cart" shall mean a Town supplied wheeled receptacle that is intended for the automated collection of solid waste for residential dwellings and light commercial use.
- (g) "Consumer" shall mean that person utilizing the utility service whether it be Owner or Tenant.
- (h) "Curb Cock" shall mean a valve that is located on the municipality owned portion of the Water Utility, located between the main line and the property line installed for the purpose of enabling the municipality to turn on or shut off the supply of water to the Property; commonly referred to as CC.
- (i) "Hazardous Substance" as per the Environmental Protection and Enhancement Act of Alberta (EPEA), "hazardous substance" means a substance or mixture of substances, other than a pesticide, that exhibits characteristics of flammability, corrosivity, reactivity or toxicity.
- (j) "Landowner" shall mean the person, company or entity registered on the property title as per Alberta Land Titles
- (k) "Owner" shall mean the person, company or entity registered on the property title as per Alberta Land Titles, or the Owner of the utility service itself unless specified otherwise.
- (l) "Tenant" shall mean that person who rents or leases property and occupies same.
- (m) "Town" shall mean the Town of Barrhead or its duly authorized representatives.

II. Water Supply and Maintenance Service

1. Service Charge and Metered:

- (a) For the first 13.5 m³ it is \$51.05 per month minimum charge.
For the next 32 m³ it is \$11.20 per 4.55 m³ per month.
For the next 636.5 m³ it is \$10.20 per 4.55 m³ per month.
For all consumption over the next 682 m³ it is \$8.60 per 4.55 m³ per month.
All charges in excess of 13.5 m³ per month shall be prorated to include the portion of 4.55 m³ thereof.
- (b) For the first 3,000 imperial gallons \$51.05 per month minimum charge.
For the next 7,000 imperial gallons \$11.20 per 1,000 gallons per month.
For the next 140,000 imperial gallons \$10.20 per 1,000 gallons per month.
For all consumption over the next 150,000 imperial gallons \$8.60 per 1,000 gallons per month.
All charges in excess of 3,000 imperial gallons per month shall be prorated to include the portion of 1,000 gallons thereof.
- (c) Where the meter installed is imperial rather than metric all rates shall be as per the metric conversion. (imperial gallons - cubic meter).

2. Unmetered Service:

Where, for various reasons the Town has been unable to or deems it not advisable to install a meter in any premises, the monthly charge shall be applied and the following monthly fees will be charged for the estimated amount of water consumed:

One to three occupants	\$50.00
Four or more occupants	\$70.00
Commercial or Industrial	\$80.00

- (a) Bulk sales to Contractors \$9.50/m³
- (b) Bulk sales – Coin Fill \$1.00/80 ℓ

3. Construction Water

During the construction phase of a building, where water is being supplied, whether through a metered or unmetered service, the Owner or Developer will pay the minimum monthly charge for water and sewer only, commencing when the water service has been connected and is in use.

4. Water Meter - Installation/Repairs/Access:

- (a) Every water service connected to the Town water system shall be equipped with a meter, to indicate the water consumption of that water service, and an approved shut off valve, and all Consumers shall pay for their water consumption and all other charges on the basis of and in accordance with the tariff on rates as authorized from time to time by Council.
- (b) All meters shall be supplied, owned, installed and maintained by the Town, unless written approval to the contrary is first obtained from the Town. Water meters will be installed upon request, with the Owner or Developer providing a minimum of two working days notice of the requested installation date. There shall be a \$35.00 labour charge for the installation of a water meter. Should the property Owner request installation service outside normal working hours, the labour charge shall be \$100.00.
- (c) Where a non-residential building or a residential building which has numerous occupants, is monitored by more than a single water meter, and is connected by a single water line with only one curb cock (c.c.) to the Town water system, the Owner of said property is hereby made responsible to the Town for the utility charges emanating from that structure as monitored and calculated by the Town.

- (d) The size of each meter to be installed and the dimension for all meter connections shall be determined by the Town. Information as to sizes and dimensions shall be obtained from the Town Office. The size of meter required will be determined when a development permit application is submitted.
- (e) The Owner of any building in which a water meter service is, or is to be installed, shall make proper provision for a meter to be installed (horizontal). Any alterations necessary, determined by the Town, shall be made by the Owner at his/her own expense.
- (f) Meter and shut off valves must be installed in an area readily accessible for meter reading, inspection, repair and removal, and their location shall be subject to the approval of the Town. All meters shall be located on the Consumer's side of the approved shut off valve.
- (g) All new residential or non-residential properties must have the curb cock (C.C.) at ground surface level when it is requested that the water service is to be turned on.
- (h) No person shall do, or shall cause to be done, or shall permit to be done, any act or thing which may obstruct, interfere with or impede a direct and convenient access to a meter for the purpose of installation, inspection, removal, repair, replacement, reading or the like at all times.
- (i) All Consumers shall give free access to all or parts of the building or property in which water is delivered or consumed, to the Town or its employees to install, inspect, repair and read, the meter or anything of a similar nature.
- (j) In the event a water meter cannot be read remotely, the CAO or their delegate will be required to gain access to the premises for the purpose of reading the meter. In the event that a person refuses to provide access to the property in order to obtain a meter reading, as requested by the Town, for a period in excess of two (2) months, the supply of water to that meter may be shut off until access is gained to obtain the water meter reading. Twenty-four (24) hours written notice will be provided to the Consumer or the Owner prior to shut off.
- (k) In the event a water meter must be repaired or replaced, the CAO or their delegate will be required to gain access to the premises for the purpose of repairing or replacing the meter. In the event that a person refuses to provide access to the property in order to repair or replace a meter, as requested by the Town, for a period in excess of two (2) months, the supply of water to that meter may be shut off until access is gained to repair or replace the meter. Twenty-four (24) hours written notice will be provided to the Consumer or the Owner prior to shut off.
- (l) No branch line or fire line shall be taken off the service pipe prior to the meter without the written consent of the CAO or designate and upon the approval of same, the Town shall apply a wire and seal to ensure that no bypassing occurs.
- (m) The Owner shall provide adequate protection for the meter against frost, heat or any other internal or external damage. The Owner is responsible to provide adequate protection against internal or external damage to any remote reading device that is still in active use. The Town may assess costs against the Owner for repair or replacement of a damaged meter.
- (n) Where a chamber is required to meter a building or property, it shall be constructed and maintained by the Owner, as per specifications provided by the Town. Any Owner requesting to construct a chamber must receive the prior approval of the CAO or designate.
- (o) Where it is advantageous to construct large volume meter settings in the form of a battery of smaller size meters rather than in the form of one large meter, the Town may order this type of installation and the Owner shall install the piping accordingly.

- (p) It shall be normal for one meter only to be installed on the one only service pipe to the one only building on the lot free of cost, with the exception of the installation charge (II.4.b) which will be paid by the Owner. Any variation from the foregoing shall be approved by the Council and the whole or part of the cost of such variation may be charged to the Owner.
- (q) If a Consumer or Owner requests a water leak report there will be a \$50.00 charge and copy of the report will be provided.
- (r) If a Consumer or Owner is doubtful regarding the accuracy of a meter, the Town may remove and have the meter sent for testing, but the Consumer shall be liable to a charge of \$300.00 for any 5/8" meter, and if the meter is found to be inaccurate the full charge of \$300.00 shall be refunded to the Consumer. The cost for testing on any meter larger than 5/8" will be determined after receiving a quote for this service from a separate entity. A copy of the testing report will be provided to the person making the request.

5. Liability of the Town:

The Town shall not be liable for any loss, injury, damage, expense, charge, cost or liability of any kind, whether direct, indirect, special or of a consequential nature (except only as specifically provided for in this section) arising out of or in any way connected with any failure, defect, fluctuation, reduction or interruptions in the provision of utility services by the Town to the Owner, howsoever caused, including that which is caused by or related to:

- (a) The break, blockage, stoppage or failure of any portion of the utility services within the Town;
- (b) The interference with or cessation of the utility services in connection with repair or proper maintenance of the water utility, sewer utility or both;
- (c) Directly or indirectly as a result of the Town approving any service connection;
- (d) Any change in the water pressure of the water utility, nor for the shutting off of water nor by reason of water containing sediments, deposits or other foreign materials; or
- (e) Any accident or incident due to the operation of the Water Utility or Sewer Utility, unless such costs of damages have been shown to be directly due to an act of bad faith, gross negligence or willful misconduct of the Town or its employees, agents or other authorized representative.

6. Water Ration:

Where the Town may have breakage, leakage, or other shortage of supply, the CAO in consultation with the Mayor may require that Consumers do not water gardens, lawns, or prohibit other outside use as is deemed proper and expedient at the time.

Any person who has received written or verbal notice of the water rationing and commits a breach of same is liable to a voluntary penalty in lieu of prosecution as follows:

First Offense	\$100.00
Second Offense	\$200.00
Third and subsequent offenses	\$400.00

If said voluntary penalty is paid within seven (7) days of receipt of notice, payment shall be accepted in lieu of prosecution.

The Town shall not be liable for loss of business arising from the rationing of water, whether due to an emergency or non-emergency reason.

7. Water Valves, Hydrants:

No Contractor/Owner shall turn the water service on unless for testing purposes, and in such a case the CAO and/or designate shall be advised in advance of the intention to ensure the water service is turned off.

No person, corporation, Consumer shall, other than authorized by the CAO and/or designate, in advance, touch, turn or disturb any fire hydrant, curb stop, water valve or anything associated with the water supply system.

Approval for all connections to the Town water system not specified in this Bylaw shall require the prior approval of the Town.

8. Bulk Water:

All new or renewed accounts for use of the Bulk Water Filling Station shall be subject to a refundable Bulk Water Account Deposit of \$200.00 and a \$50.00 non-refundable set up and administration fee.

Applications for a Bulk Water account must be made in the Business name AND the Business owner's name.

Bulk Water Accounts shall be subject to review and renewal every 12 month period.

Any un-paid account which remains in arrears for a period of more than 45 days shall be subject to termination and any subsequent reactivation after payment of overdue funds will be subject to a \$100.00 non-refundable re-activation fee for overdue account holders.

Fittings used to attach hoses to the bulk water station MUST be clean and clear of any grease or debris to eliminate any potential contamination of the water for the next user. Should it be discovered that a dirty fitting was used, the account will be suspended.

III. Sanitary Sewage Service

1. No person, firm, institution or corporation shall damage, break or remove any portion of the sewer system or its appurtenances or throw or deposit or cause to be thrown or deposited in any sewer opening or receptacle connected with the sewer system, any garbage, offal, dead animal, vegetable parings, ashes, cinders, rags, or any other matter of thing except feces, urine, the necessary water closet paper and liquid house slops, organic garbage, pulverized by a commercial garbage disposal unit.

2. No person, firm, institution or corporation, with intent, knowledge or by negligent action, shall place or cause to be placed or facilitate the release of or cause the release of any substance deemed toxic or any hazardous substance, into any receptacle connected with the sewer system or where there is a reasonable chance that such a release will enter the sewer system.

3. The Town of Barrhead does hereby levy a monthly sewer service charge on all persons, firms or corporations being the Consumer or purchaser entitled to possession of property serviced directly or indirectly by a connection to the sewer system of the Town of Barrhead.

4. ~~For all classifications, The sanitary sewer charge will be 35% of the cost of water usage. with minimums as listed, whichever is greater.~~

Per Month

~~Basic minimum sewer rate~~ \$17.85

~~Duplex (on one account or service) Basic minimum plus~~ \$17.85

~~Apartments (3 units or more) per unit (on one account or service)~~ \$17.85

IV. Solid Waste Collection and Disposal Service

1. That the Commercial/Industrial/Institutional rate for solid waste collection shall be at \$130.00 per hour with a minimum of \$65.00 per business per month. The rate will be pro-rated to the nearest quarter hour, based on the actual recorded time for collection and disposal.

2. That the rate for Residential solid waste collection shall be as per the following schedule:

Single family residence (65 Gallon Cart) \$14.60/month

Single family residence (95 Gallon Cart) \$23.50/month

Duplex \$14.60/month/suite

Any residential building with three or more suites \$10.30/month/suite

Mobile Home Park:

(a) where no bins are provided and stops are required for each or every second mobile unit \$14.60/month/unit

(b) where self unloading bins are provided \$10.30/month/unit

3. Commercial Light (95 Gallon Cart) - where the collection is once a week \$23.50/month

4. Any building or business that does not fall into any of the classifications mentioned shall be \$16.50/month

5. Solid waste collection and disposal is also subject to the provisions of Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw.

6. Solid waste collection Bins or Carts are supplied by the Town to each property. Existing Bulk Waste Bins that are in good condition will be retrofitted to the Town specifications, with the costs borne by the Town. The Landowner is responsible to ensure that the Bins or Carts remain in a reasonable state of repair and are operational and safe for use with the Automated Waste Collection system, as determined by the individual entrusted with the work of collection or removal of waste on behalf of the Town.

(a) Pursuant to Bylaw 06-2018, the Waste Collection, Disposal and Recycling Bylaw, commercial garbage bins must be in an approved location and provide free and clear access for waste removal.

(b) All existing Bulk Waste Bins previously purchased from the Town are given a 10 year life span from the original date of purchase.

(c) Landowners with Bulk Waste Bins, purchased from the Town within the last 10 years, which are in good condition and can be retrofitted for use with the Automated Waste Collection system, will be rebated, on a prorated basis, a portion of the cost paid at the original time of purchase, with age and condition of the bin being considered, with such rebate being determined by the Town. After the retrofitting of the bin has taken place, and any rebate has been considered, the bin will become the property of the Town.

(d) All residential property Landowners with a single family dwelling on the land will be supplied one (1) 65 Gallon Cart for the Automated Waste Collection. A written request for a change in size of Cart will be reviewed, with approval subject to the discretion of the CAO or their designate.

- (e) All residential property Landowners with a duplex on the land will be supplied with two (2) Carts for the automated waste collection. Residential property Landowners with three (3) or more suites/apartments will be contacted by the Town to ascertain whether Bins or Carts should be supplied, which will be determined by the Town, based on location of Bin or Cart and volumes to be collected.
 - (f) Solid waste for commercial, industrial, institutional collection will be placed in the Town supplied Bin(s) or the retrofitted Bulk Waste Bin with the Landowner contacted by the Town to ascertain whether Bins or Carts should be supplied, which will be determined by the Town, based on location of Bin or Cart and volumes to be collected.
 - (g) The Town supplied Carts and Bins are assigned a serial number unique to each property and stay with that property.
7. No garbage bag shall, when presented for collection, weigh more than 25 kg or 55 lbs. or within a reasonable limit thereof to be determined by that individual who is entrusted with the work of collection or removal of waste on behalf of the Town of Barrhead.
8. All waste must be presented for collection or removal in the Town supplied Cart or Bin, or the retrofitted Bulk Waste Bin, in non returnable bags, and must be of a size and consistency of no greater capacity than 1.3 cubic yards (1 cubic meter) and not more than 76 cm (30 inches) in height and not more than 63 cm (25 inches) in width.
- (a) Where more than three individually tied grocery bags are used for garbage collection or removal they must be placed in non-returnable bags subject to specifications noted in this bylaw.
 - (b) Animal waste, feces or any other material which is emitted or is caused by the natural functioning of an animal, shall be placed in a separate garbage bag, double bagged and securely tied.
 - (c) All clippings from trees, shrubs or other branch bearing flora shall be tied securely in bundles adhering to the aforementioned weight limitations for garbage bags and shall be presented as such. Nor shall these bundles exceed a length of approximately 0.91 meters (3 feet) and shall be judged by those entrusted with the collection and removal of waste on behalf of the Town of Barrhead.
 - (d) Solid waste presented for collection in the Town supplied Cart must fit within the Cart, with lid closed completely, be placed on the front street, with arrows on the lid pointed to the street, wheels against the curb, with at least one (1) meter clearance around all sides of the Cart. Depending on locations and varying circumstances the Town may designate an alternate area for collection. Any bags or waste outside of the Cart will not be collected.
 - (e) All Carts must be removed from the street by 11:00 p.m. on collection day and stored on the Landowners property.
 - (f) Solid waste presented for collection in the Town supplied Bin, must have the lid closed completely. Waste presented for collection in a retrofitted Bulk Waste Bin must be placed within the bin. Any bags or waste outside any Bins will not be collected.
9. No person other than the Tenant, Owner, Town representative or garbage collection contractor shall interfere with, disturb the contents of, removal of or addition of materials, to any collection container at any eligible premises with the Town limits.

10. The Town shall supply the 1st Cart(s) or Bin(s) to each property. Any replacement of a Cart or Bin, due to loss or significant damage, with the exception of normal wear and tear as determined by the Town, shall be the responsibility of the ~~property Owner~~ Landowner at a cost of plus applicable taxes:

- (a) 65 gallon Cart - \$ 100.00
- (b) 95 gallon Cart - \$ 125.00
- (c) 2 yard Bin - ~~\$ 950.00~~ \$ 900.00
- (d) 4 yard Bin - ~~\$ 1,100.00~~ \$ 1,175.00
- (e) 6 yard Bin - ~~\$ 1,300.00~~ \$ 1,200.00
- (f) 8 yard Bin - \$1,750.00

V. GENERAL PROVISIONS

1. **Utility Account Deposits** shall be required for any utility accounts set up in the Tenant's name and prior to April 30, 2018 where all new utility accounts are required to be set up in the Landowner's name. Utility Account Deposits shall be charged according to the classification of the Consumer account, as listed:

(a)	Residential Single Family Dwelling	\$200.00
	Duplex/Triplex	\$300.00
	Commercial	\$250.00
	Commercial – High Volume – 1” or more meter size	\$600.00
	Restaurant	\$350.00
	Apartments 4 suites to 11 suites	\$400.00
	Apartments 12 suites and more	\$800.00
	Carwash	\$800.00
	Hotel/Motel	\$1,000.00

- (b) After April 30, 2018 all new utility accounts shall be set up in the legal name of the Owner(s) registered on the property title as per Alberta Land Titles. Tenants shall not be permitted to set up utility accounts solely in their own name.
- (c) Utility Services will not be established for an Owner who has an overdue or outstanding account of any nature with the Town until the account is paid in full.
- (d) After April 30, 2018 in all cases the Owner shall be liable for the cost of Utility Services supplied to a property, regardless of whether the Property is occupied by the Owner or a Tenant, and all invoices issued by the Town shall be sent to the Owner.
- (e) Utility Account Deposits currently on file, of Owner named accounts, will be refunded as a credit applied to their utility account.
- (f) Utility Account Deposits on existing tenant accounts will be refunded on their final bill when the utility account has been discontinued or closed for any reason.
- (g) All current residential, commercial or industrial utility accounts in the name of the Tenant shall be transitioned to the Owner after April 30, 2018. However, to allow for this transition, a Tenant whose account is in good standing may continue to receive utility services until such time as the Tenant closes the account, or the Tenant fails to maintain good standing on the account (account is in arrears for more than 30 days), or the utility services are discontinued for any reason.

- (h) Should services for utility accounts in the Tenants name result in a utility service disconnection, there will be a 48 hr waiting period from the time of disconnection, for the tenant to clear the outstanding balance to resume their services. Once the 48 hr waiting period has passed, and if any outstanding balance is still owing, the Tenant utility account will be closed. The owner will then be contacted to get approval to resume services, and the utility account will then be set up in Landowners name.
- (i) The Automatic Withdrawal Payment Program for utility payments is only offered to the utility account holder. No one other than the account holder can be placed as a payee for the said utility account.

2. Maintenance of the Utility System

- (a) The Town, pursuant to the provisions of the Municipal Government Act, has the right to enter onto land to construct, maintain, repair and/or restore utility services. Further, the costs of doing such work will be at the property Owners expense, and will be a condition of supplying service.
 - (b) Where the Town decides to exercise its rights under V.2 (a), Council hereby authorizes Administration to prepare and enter into agreement for payment of costs. Such agreements shall:
 - i. provide for the principal and interest to be added to the tax roll.
 - ii. that the Municipality will forego tax recovery proceedings and penalties on the outstanding amount, providing that the Owner complies with the payment schedule.
 - (c)
 - i. The service connection includes parts or works such as pipes, wires, couplings, curb cocks, meters and other apparatus that connect to the water main or sanitary sewer main.
 - ii. Service connections located within the property boundaries of a property are owned by the Owner and the Owner shall be responsible for the construction, maintenance and repair of that portion of the service connection.
 - iii. The Town shall, at all times, remain the Owner of that portion of the service connection between the Town's water main or sanitary sewer main, and the Owner's property line, or the valve or connection point near the property line, whichever is applicable, notwithstanding that the Town's portion of the service connection may have been constructed by, or its construction funded by, some person other than the Town.
 - iv. Owners of property are responsible for the construction, installation and repairs of the service connection on their property to the valve or connection point, within or closest to their property line.
 - v. As a condition of receiving utility service from the Town, the Owner shall maintain, in a state of good repair, free from leakage, infiltration and/or other forms of loss, with sufficient protection from freezing, all parts of the service connection to the satisfaction of the Town, through which wastewater is conveyed from outlets or fixtures located on or within the property to the sanitary sewer main or which the supply of water is conveyed from the Town's water system to water supply outlets or fixtures located on or within the property, as the case may be. Owners are required to adequately maintain their sanitary sewer service connections, to keep the sanitary sewer service connections clear from tree roots, grease, oil, mud, rags and other debris that may cause blockages or plugs in the line connected to the Town's sanitary sewer main.
3. Utility Service accounts rendered shall be due and payable on or before the last day of the month following the month in which the invoice was issued.
4. Accounts unpaid after the last day of the following month in which account is rendered shall be subject to a 2.5% penalty.
5. Owners will be notified if their account is in arrears and if these arrears are not paid by the specified time, the Utility services may be discontinued.

6. If the utility account remains unpaid, after the services have been discontinued, by the following billing cycle, the property owner has 60 days until the amount owing is transferred as an amount added to their property tax roll, whereby it will be deemed taxes and collected as such in accordance with the Municipal Government Act.
7. Where the Consumer desires to have their water turned off for a period of time, a charge of \$30.00 shall be paid to the Town at the time of the request and a further charge of \$30.00 shall be paid when requesting reconnection. This will not apply where water is to be turned off for 6 months or longer.
 - (a) Should the Consumers desired time for water turn off or reconnection be outside the Town's regular working hours, there will be a charge of \$100.00 for each water turn off or reconnection.
8. Enforcement and Collection:
 - (a) In case of default in payment of the rates and penalties herein provided, the Town may enforce such payment by any and all legal means including turning off the utility service being supplied to the Consumer and/or discontinuing the service thereof.
 - (b) Should the utility being supplied and/or the service be discontinued a reconnection fee of \$60.00 will be paid by the Consumer along with all outstanding charges and penalties. The reconnection will take place during regular working hours.
 - (c) When the Consumer is the Owner of the building or lands, the sum payable for the public utility service including all rates, costs, and charges imposed are a preferential lien and charge on the building or lands and may be levied and collected in like manner as municipal rates and taxes are recoverable.
 - (d) As per the Municipal Government Act 42(1), the charges for a municipal service provided to a parcel of land are an amount owing to the municipality by the owner of the land.
 - (e) When the Consumer to whom the public utility service has been supplied is a person other than the Owner, the sum payable by the Consumer is a debt owed by them and is a preferential lien and charge on their personal property and may be levied and collected with costs by distress.
 - (f) Utility services will not be established by the Town for a Consumer or Owner who has an overdue or outstanding account of any nature with the Town, until such time as the account is paid in full or payment arrangements have been established and maintained as agreed to. Should the payment schedule not be adhered to, the Town maintains the right to discontinue the utility services.
9. Any person who contravenes any provision of this Bylaw is guilty of an offense, and liable upon summary conviction to imprisonment for a term of not more than three (3) months or to a fine of not more than \$250.00 and costs, or to both fine and imprisonment.
10. Utility and Bulk Water Account Deposits shall be applied to the final bill when the Consumer requests the discontinuation of Utility Service. Any credit balance left remaining on the account shall be refunded to the Consumer.
11. The Town shall not be liable for loss of business arising from the discontinuing water service, whether the shut off was due to an emergency or non-emergency reason.
12. These rates shall be effective **March 1, 2020**, and shall continue in force from year to year until altered by Resolution of Council.
13. Council may from time to time, adopt schedules regarding any aspect of utility service by resolution. Those schedules once adopted shall be attached to, and form part of this Bylaw.
14. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein, and it is further the intention of Council that if any provisions of this Bylaw be declared invalid, all other provisions thereof shall remain valid and enforceable.
15. **Bylaw 12-2018** are hereby rescinded.

Read a first time this 10 day of December, A.D., 2019.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

Read a second time this 10 day of December, A.D., 2019.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

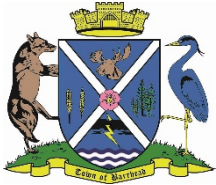
CAO, Edward LeBlanc

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

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc



REQUEST FOR DECISION

To: Town Council
From: Edward LeBlanc, CAO
cc: File
Date: January 14, 2020
Re: Correspondence Items

Item # 1 Letter from Alberta Municipal Affairs regarding the 2019/20 Fire Services Training Program Grant.

Recommendation:

That Council accept the letter from Alberta Municipal Affairs regarding the 2019/20 Fire Services Training Program Grant, and instructs Administration to review the 2019/20 Fire Services Training Program Grant and submit a grant application, if applicable.

Item # 2 From Barrhead Skating Club dated December 30, 2019 requesting an appointment with Town Council seeking a reduction of ice rental fee to \$80.00 per hour.

Background information:

The current Policy # 72-002 includes the following:

Youth activities (Minor Hockey, Figure Skating and Ringette)	\$100.00/hr
Use before 9:00 a.m. (Mon. – Fri.)	\$88.00/hr.
School Use	\$41.00/hr.

When the Western States Hockey League expressed an interest to form a team in Barrhead, Policy # 72-002 did not include ice rental for daytime hockey practice; as a result Administration research what other communities charged for similar groups and calculated that \$80.00 per hour was reasonable and a recommendation was made to Council accordingly. Being mindful that any revenue generated during “dark time” at the arena would be beneficial.

During their July 9, 2019 Council meeting, Council passed a motion amending Policy # 72-002 to include \$80.00 per hour for adult hockey practice prior to 6:00 p.m. Monday – Friday (Resolution No. 242-19).

Alternatives:

- a) Council instructs Administration to meet with representatives from the Barrhead Skate Club advising that the current rental rate of \$100.00/hr. will remain in place, until further notice.
- b) Council instructs Administration to invite representatives from the Barrhead Skate Club to the January 28, 2020 Council Meeting.
- c) Council amend Policy 72-002 to \$80.00 for ice rental from 9:00 a.m. to 4:00 p.m. Monday – Friday.

Recommendation:

Administration awaits further direction from Town Council.

- Item # 3** Letter from Alberta Municipal Affairs, dated January 2, 2020 regarding the updates to the Assessment Year Modifiers for the 2020 taxation year.

Recommendation:

That Council accept the letter from Alberta Municipal Affairs, dated January 2, 2020 regarding the updates to the Assessment Year Modifiers for the 2020 taxation year as information.

Edward LeBlanc
CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR 97607

Subject: 2019/20 Fire Services Training Program Grant

Dear Chief Elected Officials,

It is my pleasure to announce Municipal Affairs is providing \$500,000 in grant funding for the 2019/20 Fire Services Training Program.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes:

- Alberta communities are supported in developing capacity to prevent, prepare for, and respond to identified risks.
- Training of fire services remains current and is updated as required.
- Training aligns with and supports community planning.

In order to maximize resources, collaboration involving multiple municipalities is encouraged, with one municipality applying as the grant's administrator. Please encourage your fire officials to work closely with other fire and rescue departments within your area when applying.

The grant guidelines and project application form are available on the Municipal Affairs' website at www.alberta.ca/grants-for-fire-and-rescue-training.aspx. Please forward this information to your chief administrative officers and fire chiefs so they may complete the application form.

Regional technical advisors from the Office of the Fire Commissioner are available to assist municipalities with the application process upon request. Should you have any questions regarding the grant applications or the program guidelines, please feel free to contact the Grants Coordinator at 1-866-421-6929 or firecomm@gov.ab.ca.

I wish you all the best with your fire service training projects.

Yours very truly,



Honourable Kaycee Madu
Minister of Municipal Affairs



Barrhead Skating Club

Box 4145 Barrhead AB T7N 1A1

December 30, 2019

Town of Barrhead
5014 50 Avenue
Barrhead AB T7N 1A2
town@barrhead.ca

Dear Town Counsel,

Re: Ice Rental

The Barrhead Figure Skating Club would like to put the following request to be placed on the January Council agenda and be involved in the discussion: Ice rental cost reduction extended to the Barrhead Skating Club that reads in Policy 72-002 of \$80 per hour for ice prior to 6:00 p.m. Monday – Friday.

Due to redirection from the Town Office, to the Arena, back to the Town office, then back to Arena, our request to be placed on agenda is late in coming.

Thank you for your time and consideration. We have found with the drop in the Casino funding, this ice fee reduction cost will help support our shortfall and allow us to continue offering this sport to our community members.

Anjie Klein
Barrhead Skate Club Treasurer

cc:
barrheadfigureskating@gmail.com

Club Philosophy

The goal of the Club is to promote fun, success and fitness through participation in one of Canada's greatest winter sports!



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

RECEIVED
JAN 09 2020

AR99379

January 2, 2020

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

Dear Mayor McKenzie,

As you may know, the assessment models for wells, pipelines and machinery and equipment, which are used to determine the assessed values of these assets for taxation purposes, have not been updated since 2005. Over the past year, Municipal Affairs has been working on a review of the assessment models to ensure new technology is accounted for, current cost structures and industry practices are reflected, and result in a fair and transparent relative distribution of taxation.

The technical phase of the assessment model review, which included input from working groups of external subject matter experts, has now concluded. The initial results from the technical phase of the review indicate potentially significant shifts in assessment. As assessment changes can have consequential impacts to both municipalities and the oil and gas industry, I have determined additional engagement with industry and municipal associations is required before any final determinations are made.

Our aim is to ensure any changes resulting from the assessment model review do not have an adverse impact on the competitiveness of our energy sector or the viability of our rural municipalities. It is my intention this more robust stakeholder engagement be carried out in early 2020, with final decisions on the assessment model review to be made in spring. As a result, the changes to the assessment models will need to be deferred until the 2021 municipal tax year.

In the absence of new assessment models, assessment year modifiers (AYMs) need to be established for the 2020 tax year. These modifiers are similar to a consumer price index, and are used to adjust the property assessments for regulated industrial property from the base cost year in order to reflect current values. To support the budgeting process municipalities are undertaking, attached are the approved AYM's for the 2019 Assessment Year (2020 Tax Year).

...2/

In addition, a reduction in assessment for shallow gas assets will be applied for 2020 in order to continue the same magnitude of tax relief provided under the Shallow Gas Tax Relief Initiative (SGTRI) for 2019, and enable transition to the new assessment models for 2021. These wells and associated pipelines will receive a 35 per cent property assessment reduction for the 2020 tax year. It is my intention to apply the same criteria for this assessment reduction as were used to determine eligibility for tax relief under the SGTRI; there are approximately 70,000 wells and associated pipelines in Alberta meeting these criteria. As education tax credits will not be provided as they were under the SGTRI for 2019, municipalities will need to absorb the impact of this reduction in assessment.

Municipal Affairs is completing the annual updates to the Alberta Minister's Guidelines for taxation in 2020 to include the annual change to the AYMs, as well as the changes to the shallow gas assessments.

Further details on the engagement with municipal associations and industry organizations regarding the assessment model review will be provided by early January, 2020.

If you have any concerns regarding these changes, please contact Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants, at 780-415-1717, or ethan.bayne@gov.ab.ca.

Yours very truly,


Kaycee Madu
Minister

Attachment – Assessment Year Modifier (AYM) Tables

cc: Honourable Sonya Savage
Minister of Energy

Honourable Dale Nally
Associate Minister of Natural Gas

Paul Wynnyk
Deputy Minister, Municipal Affairs

Ethan Bayne
Assistant Deputy Minister, Municipal Assessment and Grants

Attachment – Assessment Year Modifier (AYM) Tables

Property Type	2018 Assessment Year (2019 Tax Year) AYM	2019 Assessment Year (2020 Tax Year) AYM	Percent Change
Wells	1.200	1.192	-0.67
Pipelines	1.019	1.024	0.49
Electric Power Systems	1.470	1.471	0.07
Telecommunication Carriers	1.150	1.154	0.35
Cable Distribution Undertakings	1.389	1.394	0.36
Railway	1.410	1.460	3.55
Machinery & Equipment	1.40	1.41	0.71
Farm land (Dry Arable, Dry Pasture, Woodlot)	1.00	1.00	0
Farm land (Irrigated Arable)	1.03	1.03	0