



**AGENDA**  
**REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL**  
**TUESDAY, APRIL 14, 2026 AT 5:30 P.M.**  
**IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – March 24, 2026
4. Public Hearings
  - (a) None
5. Delegations
  - (a) None
6. Old Business
  - (a) Library Board Appointments Corrections
7. New Business
  - (a) Yellowhead Regional Library Funding
  - (b) Economic Development Week Proclamation
8. Reports
  - (a) Council Reports
9. Minutes
  - (a) Community Futures Yellowhead East – February Minutes

10. Bylaw
  - (a) Property Tax Bylaw
  
11. Correspondence Items
  - (a) Barrhead Regional Fire Services Monthly Report - March
  
12. For the Good of Council
  
13. Tabled Items
  - (a) None
  
14. Notices of Motion
  
  
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, MARCH 24, 2026,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

**PRESENT** Mayor Assaf, C. Botros, S. Fylyshtan, D. Kluin, A. Oswald, and D. Sawatzky,

**ABSENT** D. Smith

Officials: Collin Steffes, CAO, Jenny Bruns, Director of Planning, Economic Development & Legislative Services; Jennifer Mantay, Director of Corporate Services; Shallon Touet, Director of Parks and Recreation; and Jodie Lyons, Municipal Coordinator.

**OTHERS** Barry Kerton, Barrhead Leader; Sgt. Hack, and Cpl. Vincente, RCMP.

**CALL TO ORDER** Mayor Assaf called the meeting to order at 5:33 p.m.

**AGENDA** The agenda was reviewed with a proposed addition.

105-26 Moved by Cr. Sawatzky that the agenda be accepted and accepted with the following addition:

- In-Camera Item: Advice from Officials: in line with Section 197 of the MGA and Section 29(a) of ATIA.

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Regular Town Council Meeting of March 10, 2026, were reviewed.

106-26 Moved by Cr. Kluin that the Minutes of the Regular Town Council Meeting of March 10, 2026, be approved as presented.

CARRIED UNANIMOUSLY

**DELEGATIONS**

**RCMP  
BARRHEAD DETACHMENT**

**ENTERED** Mayor Assaf and Council welcomed Sgt. Hack and Cpl. Vincente from the RCMP, Barrhead Detachment at 5:35 p.m.

Sgt. Hack from the RCMP, Barrhead Detachment presented and spoke about crime statistics and discussed the Town's requested priorities for the current year. Sgt. Hack also shared that we will be seeing the return of two members in addition to welcoming two new recruits and one experienced officer later this year.

**EXITED** Mayor Assaf and Council thanked Sgt. Hack and Cpl. Vincente from the RCMP, Barrhead Detachment he exited Chambers at 5:51 p.m.

107-26 Moved by Cr. Sawatzky that Council accept the presentation from Sgt. Hack and Cpl. Vincente.

CARRIED UNANIMOUSLY

**OLD BUSINESS**

**STARS PARTNERSHIP**

Jennifer Mantay, Director of Corporate Services presented to Council to consider annual funding to STARS Air Ambulance.

108-26 Moved by Cr. Oswald that Council defer the request from STARS Air Ambulance to the 2027 budget deliberations.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**FITNESS EQUIPMENT  
DONATION – BLUE HERON**

Shallon Touet presented to Council to seek Council direction on whether Administration should proceed with a detailed inspection and cost analysis of the donated hydraulic fitness equipment offered to the Town at no cost.

109-26 Moved by Cr. Sawatzky that Council direct Administration to bring forward a proposal for an update to the Town's Recreation Master Plan, as part of the 2027 budget deliberations.

CARRIED UNANIMOUSLY

110-26 Moved by Cr. Kluin that Council direct Administration to decline the offer of the fitness equipment for municipal use and direct Administration to work with the donor to identify another local community organization or group that may benefit from the equipment.

CARRIED UNANIMOUSLY

**NON-RESIDENTIAL TAX  
INCENTIVE BYLAW**

Jenny Bruns, Director of Planning, Economic Development and Legislative Services presented to Council to consider developing a Non-Residential Tax Incentive Bylaw that provides a short-term municipal property tax incentive for new or expanded commercial and industrial development within the Town of Barrhead.

111-26 Moved by Cr. Kluin that Council direct Administration to draft a non-residential tax incentive bylaw for consideration.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENT  
FEBRUARY 28, 2026**

Jennifer Mantay, Director of Corporate Services presented to Council to accept the Monthly Bank Statement to February 28, 2026, as presented.

112-26 Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to February 28, 2026, as information.

CARRIED UNANIMOUSLY

## COUNCIL REPORTS

The following Reports to Council as of March 24, 2026, were reviewed:

- (a) Family & Community Support Services – Cr, Oswald
- (b) Barrhead Indigenous Committee - Cr. Oswald
- (b) Barrhead Chamber of Commerce – Cr. Oswald
- (c) Accessibility Coalition – Cr. Kluin
- (d) Japanese Delegation Dinner – Cr. Botros
- (e) EOEP Course, Loan Management – Cr. Botros
- (f) Community Futures Yellowhead East – Cr. Botros
- (g) Barrhead Library Board – Cr. Botros
- (h) Woman’s Conference – Cr. Botros

113-26

Moved by Cr. Botros that the following Reports to Council as of March 24, 2026 be accepted as information:

- (a) Family & Community Support Services – Cr, Oswald
- (b) Barrhead Indigenous Committee - Cr. Oswald
- (b) Barrhead Chamber of Commerce – Cr. Oswald
- (c) Accessibility Coalition – Cr. Kluin
- (d) Japanese Delegation Dinner – Cr. Botros
- (e) EOEP Course, Loan Management – Cr. Botros
- (f) Community Futures Yellowhead East – Cr. Botros
- (g) Barrhead Library Board – Cr. Botros
- (h) Woman’s Conference – Cr. Botros

CARRIED UNANIMOUSLY

## MINUTES TO COUNCIL

The following Minutes to Council were reviewed:

- Barrhead Chamber Minutes – February 19, 2026
- Barrhead Chamber Executive Meeting – March 11, 2026

114-26

Moved by Cr. Kluin that the Minutes to Council be accepted as information and as presented.

- Barrhead Chamber Minutes – February 19, 2026
- Barrhead Chamber Executive Meeting – March 11, 2026

CARRIED UNANIMOUSLY

## CORRESPONDENCE

The following correspondence to Council was reviewed:

- Fortis Alberta Electric Meter Upgrade in Barrhead

115-26

Moved by Cr. Sawatzky that the correspondence to Council is accepted as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Cr. Kluin wished to congratulate the Pembina Arts Festival for hosting a successful event.  
Mayor Assaf added there was a great turn out and understood 1/3 of the exhibits were sold.

**RECESSED**

116-26 Moved by Cr. Kluin that the Council Meeting be recessed at 6:31 p.m.

CARRIED UNANIMOUSLY

**RECONVENE**

117-26 Moved by Cr. Sawatzky that the Regular Council Meeting reconvene at 7:05 p.m.

CARRIED UNANIMOUSLY

**IN-CAMERA  
ADVICE FROM OFFICIALS  
PER 197 MGA, SEC 29(1), ATIA**

118-26 Moved by Cr. Kluin that the Regular Council Meeting move in-camera at 7:05 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED  
SESSION**

119-26 Moved by Cr. Kluin that the Regular Council Meeting move out of closed session at 7:28 p.m.

CARRIED UNANIMOUSLY

**SCHEDULE MUNICIPAL  
MEETING**

Moved by Cr. Oswald that Council direct Administration to schedule a meeting with partner municipal CAOs and respective Council representatives to explore partnership options.

CARRIED UNANIMOUSLY

**ADJOURN**

120-26 Moved by Cr. Oswald that the Council Meeting be adjourned at 7:29 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, Ty Assaf

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CAO, Collin Steffes

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Jodie Lyons, Municipal Coordinator

**Date:** April 14, 2026

**Re:** Requested Library Board Appointment Corrections

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## **1.0 PURPOSE:**

To present Council with the request from Alberta Municipal Affairs, Public Library Services to make corrections to the Library Board Appointments made in 2025 and in January of 2026.

## **2.0 BACKGROUND AND DISCUSSION:**

The Public Library Services Branch, Alberta Municipal Affairs reviews surveys and annual reports submitted by the Barrhead Library Board. As part of their review, they check council meeting minutes to ensure that all library board members, including Councillors, have been legally appointed according to the *Libraries Act*. During their review they identified issues with a number of the appointments.

The Public Library Services Branch as requested that Council rectify the errors by passing new resolutions to include end dates for the following appointment terms:

- 2.1 Councillor Charmaine Botros
- 2.2 Cheyenne Tischer, and
- 2.3 Patricia Noble

## **3.0 ALTERNATIVES:**

Council may consider the following alternatives:

- 3.1 None.

## **4.0 FINANCIAL IMPLICATIONS:**

None.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Update previous motions to be rescinded, and provide new motions to the Barrhead Library Board. Administration will also be revising our process and tracking of appointment terms to avoid errors from occurring in the future.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

As corporations, library boards are independent of the municipality and can hire staff, enter into contracts, and both sue and be sued. Improper appointments pose a significant legal risk to the library board, the individuals serving on the board, as well as the municipality and its Council. Individuals who have not been appointed by Council but conduct themselves as board members—whether knowingly or unknowingly—may be personally at risk of liability that would otherwise be borne by the board as a corporate body.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Council’s decision to follow this recommendation supports our compliance under the *Library Act* and demonstrates our continued cooperation and partnership with the Barrhead Library Board.

**8.0 ATTACHMENTS:**

8.1 None.

**9.0 ADMINISTRATIVE RECOMMENDATION:**

Administration recommends that Council follow the Public Library Services Branch request by rescinding the previous motions and by passing a new resolution to correct the Library Board Appointments.

**10.0 PROPOSED MOTIONS:**

That Council makes a motion to rescind motions 191-25, 325-25, and 016-26.

That Council makes a motion to appoint the following individuals to the Barrhead Library Board for the specified terms:

- Councillor Charmaine Botros, term expiring on October 28, 2026
- Cheyenne Tischer, term expiring on December 31, 2026, and
- Patricia Noble, term expiring on December 31, 2028.

(original signed by the CAO)  
Collin Steffes  
CAO

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Jennifer Mantay, Director of Corporate Services

**Date:** April 14, 2026

**Re:** Request from Yellowhead Regional Library to Support Increase to Per Capita Funding in 2027

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**1.0 PURPOSE:**

To seek Council's direction regarding a request from Yellowhead Regional Library (YRL) to increase the municipal per capita funding contribution effective 2027.

**2.0 BACKGROUND AND DISCUSSION:**

The Town of Barrhead is a member of the Yellowhead Regional Library and contributes annual funding based on a per capita formula. This contribution supports library services, including access to collections, digital resources, programming, and shared regional services.

Yellowhead Regional Library has requested an increase to the per capita funding rate beginning in 2027. The request is intended to address rising operational costs, maintain service levels, and ensure continued access to modern library resources and technologies.

Yellowhead Regional Library has requested an increase to the municipal contribution of \$0.75 per capita, from \$4.85 to \$5.60 per capita, effective January 1, 2027. This represents an approximate 15.5% increase to the current rate. The increase is being requested to address rising operational costs, sustain service levels, and respond to growing public demand. YRL notes that the last approved levy increase was in 2008, and that recent modest inflationary adjustments are no longer sufficient to maintain operations.

Approval of the increase requires support from two-thirds of member municipalities, representing two-thirds of the member population. If approved, the increase will apply to all member municipalities.

**3.0 ALTERNATIVES:**

- 3.1 That Council oppose the requested funding increase of \$0.75 per capita to the Yellowhead Regional Library effective 2027.
- 3.2 That Council direct Administration to seek further information from Yellowhead Regional Library to be brought to a future Council meeting.

**4.0 FINANCIAL IMPLICATIONS:**

Based on the current Alberta Municipal Affairs population for the Town, the \$0.75 increase to the per capita funding would result in the Town's annual contribution increasing from \$20,952.00 to \$24,192.00, or \$3,240.00 per year.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Residents benefit from continued access to regional library services. Approval of the proposed increase would support the sustainability of YRL and help maintain service levels in the face of rising costs.

**8.0 ATTACHMENTS:**

- 8.1 Letter from Yellowhead Regional Library summarizing increased funding request.
- 8.2 YRL 2026 Actual and 2027 proposed municipal levies.
- 8.3 Barrhead Library Board 2027 Return on Investment
- 8.4 YRL Business Case for proposed increase to municipal levy.
- 8.5 YRL 'The Case for Investment' Report
- 8.6 YRL 2025 Annual Report

**9.0 ADMINISTRATION RECOMMENDATION:**

Administration recommends that Council make a motion to approve the increase of \$0.75 per capita to Yellowhead Regional Library effective 2027.

**10.0 RECOMMENDED MOTION (Public):**

10.1 That Council approves the increase of \$0.75 per capital to Yellowhead Regional Library effective 2027.

(original signed by the CAO)  
Collin Steffes  
CAO

April 1, 2026

Dear Municipal Administrators,

Thank you for being a member of the Yellowhead Regional Library (YRL). This consortium delivers resources, training and support to local libraries, leverages our collective buying power, and helps ensure equitable access to materials in a range of formats.

We greatly value the collaboration we have with you, and together we can grow stronger in our services to residents in our region.

From time to time, adjustments are needed to the municipal levy amount (also known as the membership fee) to sustain our operations, and to meet growing public demand for services. YRL last sought, and received, an increase to the municipal levy amount in 2008. And, while we have been able to manage with modest inflationary increases over the past six years, it is no longer sustainable.

At the YRL Board of Trustees meeting on March 9, 2026, the Board voted to recommend an increase to the municipal levy to the members.

The proposal calls for the municipal levy to increase by \$0.75 per capita in 2027, from \$4.85 to \$5.60 per capita.

Member Councils will decide if this increase goes ahead. To pass, it requires written notification from two-thirds of the Parties to the [YRL Master Membership Agreement](#), representing two-thirds of the member population. If the double-majority is achieved, then the levy rate increase will apply to all member municipalities.

To support this request, the following information is attached:

- *The Case for Investment – Enabling Sustainable YRL Funding* summarizes the need for the increase
- *Business Case for Proposed Increase to Municipal Levy* fully explains the rationale for the increase
- *2026 Actual and 2027 Proposed Municipal Levies* outlining the current and proposed levy rates, and the difference between the two
- *2025 YRL Annual Report*
- *2025 Return on Investment (ROI) Statement* for your library(s) (if applicable)

Members are asked to notify YRL **by July 30, 2026**, of their decision, by providing a written copy of the resolution (sample notifications below); YRL will tabulate the results and provide written notice back to the municipal members on the outcome.

YRL Board representatives and Administration are available to meet with CAOs and Councils to answer any questions; please contact Laurie Haak at [lhaak@yrl.ab.ca](mailto:lhaak@yrl.ab.ca) to arrange a meeting or presentation.

Thank you for your time and attention to this matter.

Yours truly,



Tara Elwood, Board Chair  
Yellowhead Regional Library



Karla Palichuk, Director  
Yellowhead Regional Library

#### SAMPLE NOTIFICATION IN FAVOUR

Be it resolved, that in accordance with resolution # \_\_\_\_\_, passed on [Date], the [City, County, Town, Village, Summer Village] of \_\_\_\_\_ agrees to an amendment to Schedule C of the Yellowhead Regional Library Master Membership Agreement to allow for a municipal levy increase from \$4.85 per capita to \$5.60 per capita, effective January 1, 2027.

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

Mayor Name: \_\_\_\_\_

Mayor Signature: \_\_\_\_\_

#### SAMPLE NOTIFICATION OPPOSED

Be it resolved, that in accordance with resolution # \_\_\_\_\_, passed on [Date], the [City, County, Town, Village, Summer Village] of \_\_\_\_\_ opposes an amendment to Schedule C of the Yellowhead Regional Library Master Membership Agreement to allow for a municipal levy increase from \$4.85 per capita to \$5.60 per capita, effective January 1, 2027.

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

Mayor Name: \_\_\_\_\_

Mayor Signature: \_\_\_\_\_

**YRL 2026 Actual and 2027 Proposed Municipal Levies**

7(a) Attach: ii

Municipality	Alberta Municipal Affairs 2024 Official Populations as of Jan. 2025	2026 Actual Municipal Levy at \$4.85/capita (based on 2024 populations)	Alberta Municipal Affairs 2025 Official Populations as of Jan. 2026	2027 Proposed Municipal Levy at \$5.60/capita (based on 2025 populations)	2026 to 2027 Municipal Levy Difference
ALBERTA BEACH	864	\$ 4,190.40	864	\$ 4,838.40	\$ 648.00
BARRHEAD	4,320	\$ 20,952.00	4,320	\$ 24,192.00	\$ 3,240.00
BARRHEAD NO. 11, COUNTY OF	5,877	\$ 28,503.45	5,877	\$ 32,911.20	\$ 4,407.75
BEAUMONT	20,888	\$ 101,306.80	20,888	\$ 116,972.80	\$ 15,666.00
BIRCH COVE	67	\$ 324.95	67	\$ 375.20	\$ 50.25
BRAZEAU COUNTY	7,179	\$ 34,818.15	7,179	\$ 40,202.40	\$ 5,384.25
BRETON	567	\$ 2,749.95	567	\$ 3,175.20	\$ 425.25
CALMAR	2,183	\$ 10,587.55	2,183	\$ 12,224.80	\$ 1,637.25
CASTLE ISLAND	15	\$ 72.75	15	\$ 84.00	\$ 11.25
CLYDE	415	\$ 2,012.75	415	\$ 2,324.00	\$ 311.25
CRYSTAL SPRINGS	74	\$ 358.90	74	\$ 414.40	\$ 55.50
DEVON	6,545	\$ 31,743.25	6,545	\$ 36,652.00	\$ 4,908.75
DRAYTON VALLEY	7,291	\$ 35,361.35	7,291	\$ 40,829.60	\$ 5,468.25
EDSON	8,374	\$ 40,613.90	8,374	\$ 46,894.40	\$ 6,280.50
GRANDVIEW	143	\$ 693.55	143	\$ 800.80	\$ 107.25
HINTON	9,817	\$ 47,612.45	9,817	\$ 54,975.20	\$ 7,362.75
JASPER, MUNICIPALITY OF	4,738	\$ 22,979.30	4,738	\$ 26,532.80	\$ 3,553.50
KAPASIWIN	24	\$ 116.40	24	\$ 134.40	\$ 18.00
LAC STE. ANNE COUNTY	11,300	\$ 54,805.00	11,300	\$ 63,280.00	\$ 8,475.00
LAKEVIEW	29	\$ 140.65	29	\$ 162.40	\$ 21.75
LEDUC	36,060	\$ 174,891.00	36,060	\$ 201,936.00	\$ 27,045.00
LEDUC COUNTY	14,416	\$ 69,917.60	14,416	\$ 80,729.60	\$ 10,812.00
MA-ME-O BEACH	128	\$ 620.80	128	\$ 716.80	\$ 96.00
MAYERTHORPE	1,343	\$ 6,513.55	1,343	\$ 7,520.80	\$ 1,007.25
MILLET	1,890	\$ 9,166.50	1,890	\$ 10,584.00	\$ 1,417.50
NAKAMUN PARK	78	\$ 378.30	78	\$ 436.80	\$ 58.50
NORRIS BEACH	71	\$ 344.35	71	\$ 397.60	\$ 53.25
ONOWAY	966	\$ 4,685.10	966	\$ 5,409.60	\$ 724.50
PARKLAND COUNTY	32,205	\$ 156,194.25	32,205	\$ 180,348.00	\$ 24,153.75
POPLAR BAY	113	\$ 548.05	113	\$ 632.80	\$ 84.75
ROSS HAVEN	126	\$ 611.10	126	\$ 705.60	\$ 94.50
SANDY BEACH	278	\$ 1,348.30	278	\$ 1,556.80	\$ 208.50
SEBA BEACH	229	\$ 1,110.65	229	\$ 1,282.40	\$ 171.75
SILVER BEACH	55	\$ 266.75	55	\$ 308.00	\$ 41.25

## YRL 2026 Actual and 2027 Proposed Municipal Levies

Municipality	Alberta Municipal Affairs 2024 Official Populations as of Jan. 2025	2026 Actual Municipal Levy at \$4.85/capita (based on 2024 populations)	Alberta Municipal Affairs 2025 Official Populations as of Jan. 2026	2027 Proposed Municipal Levy at \$5.60/capita (based on 2025 populations)	2026 to 2027 Municipal Levy Difference
SILVER SANDS	214	\$ 1,037.90	214	\$ 1,198.40	\$ 160.50
SOUTH VIEW	72	\$ 349.20	72	\$ 403.20	\$ 54.00
SPRING LAKE	711	\$ 3,448.35	711	\$ 3,981.60	\$ 533.25
SPRUCE GROVE	38,985	\$ 189,077.25	38,985	\$ 218,316.00	\$ 29,238.75
STONY PLAIN	17,993	\$ 87,266.05	17,993	\$ 100,760.80	\$ 13,494.75
SUNRISE BEACH	153	\$ 742.05	153	\$ 856.80	\$ 114.75
SUNSET POINT	257	\$ 1,246.45	257	\$ 1,439.20	\$ 192.75
SWAN HILLS	1,201	\$ 5,824.85	1,201	\$ 6,725.60	\$ 900.75
THORSBY	967	\$ 4,689.95	967	\$ 5,415.20	\$ 725.25
VAL QUENTIN	158	\$ 766.30	158	\$ 884.80	\$ 118.50
WARBURG	676	\$ 3,278.60	676	\$ 3,785.60	\$ 507.00
WEST COVE	222	\$ 1,076.70	222	\$ 1,243.20	\$ 166.50
WESTLOCK	4,921	\$ 23,866.85	4,921	\$ 27,557.60	\$ 3,690.75
WESTLOCK COUNTY	7,186	\$ 34,852.10	7,186	\$ 40,241.60	\$ 5,389.50
WETASKIWIN	12,594	\$ 61,080.90	13,409	\$ 75,090.40	\$ 14,009.50
WETASKIWIN COUNTY NO. 10	11,217	\$ 54,402.45	11,217	\$ 62,815.20	\$ 8,412.75
WHITECOURT	9,927	\$ 48,145.95	9,927	\$ 55,591.20	\$ 7,445.25
WOODLANDS COUNTY	4,558	\$ 22,106.30	5,254	\$ 29,422.40	\$ 7,316.10
YELLOWHEAD COUNTY	10,426	\$ 50,566.10	10,426	\$ 58,385.60	\$ 7,819.50
YELLOWSTONE	117	\$ 555.75	117	\$ 655.20	\$ 99.45
<b>TOTALS</b>	<b>301,223</b>	<b>\$ 1,460,919.85</b>	<b>302,734</b>	<b>\$ 1,695,310.40</b>	<b>\$ 234,390.55</b>

# Barrhead Library Board 2025 Return on Investment

**For every \$1.00 you pay to YRL, your local library receives \$19.65 in services.**

## Your Direct Benefits

**\$951,553.87**

(Direct Financial Return + Direct Benefits of YRL Services)

## Your Return on Investment

**\$1.00 = \$19.65**

**2025 Membership Levy Your Municipality Paid to YRL \$48,435.75**

### Direct Financial Return

**Local Library Collections** YRL returns \$0.75 per capita of the \$4.75 per capita levy rate directly to local public libraries to purchase collections material.

- 2025 Materials allotment from YRL **\$4,407.76**
- Allotment from other municipalities (if applicable) **\$3,240.00**

### Direct Benefits of YRL Services to Your Two Local Libraries

**Note: Cost avoidance means your library does not budget or pay for these services.**

#### Technology

Services your libraries receive to support public access to Internet, WiFi and more.

- Website \$646.00
  - Software and licensing \$6,442.82
  - SuperNet and hardware \$12,134.79
- Cost avoidance \$19,223.61**

#### Resource Sharing

Services your patrons receive because of your membership in YRL.

- Items borrowed from other libraries: **12,861** \$186,484.50
  - Digital items borrowed through YRL: **14,250** \$712,500.00
- Cost avoidance \$898,984.50**

#### Library Operations Software, Kits and Materials

Services your libraries receive to support programming, professional development and more.

**Cost avoidance \$22,198.00**

#### Training

Services your library staff receive to support high-quality, professional and responsive library services in your community.

- Free YRL training/workshop participation in hours 25  
*Note: May not reflect all training provided, such as informal sessions.*

**Cost avoidance \$3,500**

**Total Financial Savings \$943,906.11**

## With YRL membership, residents gain:

- Access to more than three million items in the TRAC<sup>1</sup> collection.
- Free digital content access of eAudiobooks, eBooks, eComics and eManga, eMagazines, movies, music, and television shows through 25 online resources, including:
  - **Accessible Alberta, Centre for Equitable Library Access and National Network for Equitable Library Service:** provincial and national collections for those with print disabilities.
  - **Beanstack:** creation support for a community of readers in the YRL region.
  - **LinkedIn Learning:** business and computer technology video tutorials to help develop the skills to participate in the modern workforce.
  - **Brainfuse:** online learning platform to support homework help and study support for learners of all ages, and career supports for interviewing, career coaching and more.

## And your two libraries have access to:

- Free broadband Internet connection via SuperNet (paid for by the Government of Alberta) and WiFi.
- IT support and services including password managers for library leadership teams, cybersecurity awareness training, and Microsoft 365.
- The library software that manages borrowers, circulation, and materials.
- A new online catalogue and mobile app for the public to access library resources, manage their personal account and self-checkout items on the app.
- A bulk discount of 37% on library books purchased through YRL.
- Cataloguing and shelf-ready processing of purchased and donated materials.
- Free delivery and pick up of materials at least once every week.
- Physical library cards at no cost.
- Professional library expertise and access to regional knowledge sharing.
- Training and materials for onboarding, skill building and professional development of library staff and board members.
  - In 2025 this included: Learn with Novelist, handling public and media challenges in libraries, community of practice meet-ups, programmers' workshop, Indigenous cultural training, and LEAP software training.

<sup>1</sup>Originally formed in 2001, The Regional Libraries Computer Automation Systems Consortium (TRAC) Society is comprised of Marigold Library System in Strathmore, Northern Lights Library System in Elk Point, Peace Library System in Grande Prairie, and Yellowhead Regional Library in Spruce Grove.

## **Current Service Delivery**

YRL delivers comprehensive services across 54 municipalities and three school divisions, serving approximately 301,000 residents through 44 public libraries and 42 school libraries. The services offered represent a significant investment by member municipalities and school divisions and deliver measurable and meaningful community impact. The core services are defined by Clause 9 of the MMA.

## **Core Services and Community Impact**

### **Collection Services**

YRL provides: A shared collection of 1,852 physical items including professional development materials and 134 kits. A shared collection of 83,149 digital items including eBooks, eAudio, video, comics, magazines, newspapers and 25 additional specialized databases with materials such as employment resources, study skills, grant databases and consumer information.

YRL provides: A per-capital book allotment for each library and school division and this amount comes from the levy to YRL. For library boards without library locations, YRL receives a rural services grant from Municipal Affairs Public Libraries Services Branch. The respective boards allocate funds from this grant to the library locations used by their residents. YRL transfers 100% of the funding to the designated library. Note: other regions do hold back a portion of the rural services grant.

Why YRL offers this: Access to information and recreational reading is fundamental to an informed, literate community. Shared collections provide economies of scale that individual municipalities could not achieve independently.

Why YRL offers this: Provision of a book allotment from the municipal levy paid to YRL is part of the MMA. This amount supports the provision of new material coming into communities and provides additional supports to local boards and their budgets. The amount of the book allotment is not in the MMA.

### Related activities

- Selection and acquisition of materials based on community need.
- Cataloging and processing of 47,047 of added items annually (2025).
- Interlibrary loan services facilitating 4,988 items moved between YRL and locations outside of TRAC.
- Collection maintenance including weeding and inventory management.
- Delivery service traveling 166,250 kilometres per year to member libraries weekly to ensure materials reach communities in a timely manner.
- Working with vendors to negotiate pricing on materials and other services, with standard discounts on brand new popular fiction of 40% off list prices.

### **Digital Resources and Technology Access**

YRL provides: 24/7 access to 27 databases, eBooks, audiobooks, streaming media, online learning platforms, and research tools. Public access computers and WiFi at all locations. YRL also provides and supports the websites for public library locations, network and file infrastructure and management services, and cybersecurity.

Why YRL offers this: Digital equity is essential in modern society. Many residents lack high-speed Internet access at home or updated devices. This can create barriers to employment, education, healthcare and accessing government services.

Why YRL offers this: Many libraries do not have access to consistent, dedicated, affordable technical services support, or the staff to monitor and manage the services.

Why YRL offers this: The provision of the online catalogue for residents to find resources is in the MMA.

### Related activities

- Licensing and maintaining core business applications, including but not limited to Microsoft Office and websites.

- Tools to educate library staff on cybersecurity.
- Supporting 245 staff machines in libraries.
- Supporting 268 public access computers.
- Technical support for 2,816 assistance requests annually.
- Hot swap of equipment.
- Upgrades to network infrastructure.
- Digital literacy training and one-on-one technical help.
- Website platform, development and maintenance serving 562,255 annual sessions.
- Online catalogue access serving 2,139,316 annual visits.
- WiFi infrastructure supporting 1,220,914 connections annually.

Annual impact: 500,261 digital resource uses, more than 100,000 computer sessions, 1.2 million WiFi sessions, and 112 library staff trained in digital skills.

### Children's and Family Services

YRL provides: Regional support for children's services including staff training, issues support, early literacy resources, summer reading program coordination, and specialized expertise to help member libraries deliver quality children's programming and services.

YRL provides: Support for library staff when supporting parents and families in selecting material for home use.

Why YRL offers this: Early literacy is a strong predictor of school success. Regional coordination and expertise help all member libraries, regardless of size, offer evidence-based early literacy programs and developmentally appropriate collections to meet the needs of their individual communities.

Why YRL offers this: Support for programming and collection development is in the MMA.

#### Related activities

- Training and professional development for library staff.
- Coordination of national summer reading program.
- Early literacy resource distribution.
- Development and maintenance of storytime and other programming kits.
- Consultation support on collection development, programs and policies.
- Support for 30 on-reserve/on-settlement programs or initiatives facilitated by member libraries.
- Specialized expertise in child development and literacy best practices.
- Evaluation and assessment tools for children's services, including Young Reader's Choice Awards, collection assessments and purchase recommendations supporting programs and community need.

Annual impact: Member libraries collectively used 45 kits curated for early literacy support in their programs.

### Adult and Teen Programming

YRL provides: YRL provides support infrastructure, training, resources and expertise to enable member libraries to offer quality programming. Member libraries develop and deliver programming based on their individual community needs. YRL does not provide direct public programming.

Why YRL offers this: Regional support allows member libraries to access resources and supports most could not afford individually. The regional system provides resources that may be of interest to a library and community but may not be able to justify the expenditure. YRL provides kits, infrastructure, training, resources and expertise to enable member libraries to offer innovative and quality programming.

#### Related activities

- Training and professional development for library staff on program development and delivery.
- Access to programming resources and materials.
- Consultation and expertise on program design and community engagement.
- Support for program promotion and registration (website).

- Evaluation tools and best practices sharing across member libraries.

Annual impact: YRL launched Brainfuse in 2025 which supports adults and teens with live tutoring and job seekers with live interview preparation. This resource supported over 3,000 visits in the first three months of usage in 2025.

### Information and Reference Services

YRL provides: Research assistance, readers' advisory, community information and data, statistical analysis and specialized support. Policy and procedure review and development. Support for boards on governance issues.

Why YRL offers this: YRL consultants and staff help library managers and boards navigate complex needs from readers' advisory to community data, governance and policy impacts. YRL licenses specialized statistical resources out of reach of most library boards.

#### Related activities

- Learn with Novelist (2025) provides 42 courses to support readers' advisory skill development.
- Provide in-depth support for community development and statistical interpretation through Environics.
- Support for library staff learning through Niche Academy and LinkedIn Learning, including the Librarian's Guide to Homelessness Academy.

Annual impact: 113 library staff trained in readers' advisory, over 10 libraries supported with plan of service development in the past three years, supporting informed, balanced decision-making across communities.

### Social and Cultural Supports

YRL provides: Regional support for communities on a local interest level supporting the recreational and cultural needs of communities. This includes virtual reality kits; learning and making kits; kits supporting Indigenous ways of knowing including Métis cultural kits; smudging kits, including resources needed when working with Elders and Knowledge Keepers.

YRL provides: Supports to library staff to manage increasingly demanding customer interactions.

Why YRL offers this: The mission of YRL includes the requirement to support the informational, educational, recreational, and cultural needs of the communities we serve.

Why YRL offers this: YRL is positioned to obtain recommendation for training, programs and resources to support member libraries in addressing social issues including negative customer interactions, policy changes and critical incident debriefing activities.

#### Related activities

- Launch of Patron Incident Tracking System (PITS) in 2025 to support safety and security in member public libraries.
- Training and professional development for library staff, training more than 400 staff annually.
- Critical incident debriefing and crucial conversations facilitation for libraries after impactful events (covid, climate disaster, organizational change).
- Coordination of national summer reading program that promotes inclusion and accessibility.
- Development and maintenance of storytime and other programming kits, including 12 Indigenous kits developed over the last three years and World Language kits with resources covering eight languages.
- Consultation support on collection development, programs, and policies.

Annual impact: Member libraries offer inclusive, accessible programming supported by YRL programming kits and access to the TD Summer Reading Club to support patrons with print disabilities, newcomers and offer cultural learning as a commitment to Truth and Reconciliation in their communities.

### Outreach and Accessibility Services

YRL provides: Large print, audio and video collections. Membership in consortia extends access to specialized services to those experiencing a print disability. Resources in multiple languages; programming support for seniors and special populations. Participation in pilot and research projects.

Why YRL offers this: Libraries serve all residents, including those facing barriers due to mobility, language, literacy, or other challenges.

YRL provides: Coordinated communication when programs and services impacting libraries and communities change, when services are offered at the provincial level. Most recently, changes to the Residential Tenancy Dispute Resolution Service process.

YRL provides: Presence and representation on projects with the potential to benefit YRL libraries. Recent projects include the development of supports for newcomers in rural areas (Rural Development) and supports for digital literacy training for senior populations (Simon Fraser University).

Why YRL offers this: In positioning YRL with projects that could have broad, rural impact, member library staff have opportunities to inform and influence the development of programs and services.

#### Related activities

- Participation in pilot and research projects (senior digital literacy, supports for newcomers in rural areas).
- Access to special collections through Centre for Equitable Library Access (CELA) and National Network for Equitable Library Service (NNELS).
- Multilingual materials in eight languages.

Annual impact: Statement from Stony Plain Public Library (SPPL) regarding The Happiness Programme: “Remarkably, this resident, who typically remains in their room and avoids activities, actively engaged with the programme. I wanted to share this wonderful story with you all and express my sincere gratitude for your unwavering support of this initiative. Your contributions have enabled SPPL to make a meaningful impact in the community.”

### **Facilities and Infrastructure**

YRL provides: The board is responsible for YRL facilities. YRL does not own or operate public libraries; municipal library boards are responsible for operation and maintenance of their own facilities. YRL provides technology infrastructure, systems support and expertise to support library boards in maintaining modern and efficient library spaces.

Why YRL offers this: Centralized technology infrastructure and shared expertise create efficiencies and consistency across member libraries while allowing library boards to focus on local facilities management.

Why YRL offers this: Provision of centralized IT support is in the MMA.

#### Related activities

- Technology infrastructure and support for 44 public library locations and 513 computer workstations for staff and the public.
- Integrated library system maintenance and support.
- Technical consultation on facility technology needs.
- Coordination of system-wide technology standards.
- Support for accessibility and technology compliance.
- Assistance with space planning and technology integration.

Annual impact: 44 public library facilities supported with technology infrastructure and expertise. 76 visits annually to member libraries. More than \$300,000 cost avoidance to member library boards to connect to the Provincial SuperNet.

### **Operational Excellence**

Behind the public-facing services, significant operational activities ensure quality and efficiency:

- Financial management and reporting to 54 municipalities.
- Human resources supporting 22.5 full-time equivalent (FTE) staff.

- Information technology infrastructure supporting 534 staff users.
- Strategic planning and policy development.
- Governance support for the board.
- Advocacy and community engagement.
- Performance measurement and continuous improvement.
- Compliance with legislation and professional standards.

## Current Situation

### Funding Model Overview

YRL operates with the following funding model:

- Municipal allocation: Member municipalities provide per-capita funding based on population and at a rate agreed upon as part of the budget process, not to exceed the cost of inflation or the highest rate charged (2.5%) whichever is lower. Under the MMA, the municipal levy is intended to cover the cost of delivering the services as outlined in Clause 9.
- Provincial grant: The province provides a slightly higher per capita rate than the municipal allocation; however, not at current population levels. Provincial funding is intended to support resource sharing activities, innovation, province-wide initiatives, and strategic activities beyond the services as outlined in Clause 9.
- Other revenue: There is limited additional revenue available to YRL.

### Historical Rate Context

Understanding the history of YRL's per capita rate structure is essential to evaluating the current request for adjustment. Major rate decision points are outlined below.

Year	Per Capita Rate	Change From Previous	Cumulative Inflation Rate From 1971	Real Value (Adjusted to 2026)
1971	\$1.00	Base year	–	\$7.92
2008	\$4.30	\$3.30	350%	\$6.23
2020	\$4.38	\$0.38	555%	\$5.29
2027 Proposed	\$5.60	\$1.22	727%	\$5.60

YRL was established in 1971 with an initial municipal levy rate of \$1.00 per capita. This rate was designed to provide baseline services and included book allotment for member libraries.

Time of Troubles: A levy increase of over \$1 per capita started a discussion around YRL programs and services, along with debates about the value of YRL membership. Once an agreement was reached, and a new MMA established, the board froze the levy rate at \$4.30 per capita. This freeze was in spite of inflationary and operational pressures. Staff layoffs and service reductions were put into place. The YRL Board requested during this time that the capital and general reserves be increased. The levy rate was frozen until 2020.

In 2019, the board approved the resumption of modest annual adjustments starting in 2020. These averaged 2% per year; however, in response to the covid pandemic and recognizing the financial strain on municipalities, the levy rate was frozen for one year. The levy rate increase resumed in 2022, and has not kept pace with post-pandemic inflation, or addressed the accumulated deficits from the 2008–2019 freeze.

### Critical Funding Gap

Due to the extended rate freeze and insufficient rate adjustments since 2019, a structural funding gap has developed.

- Currently, approximately 18% of provincial operating grant funding is diverted to subsidize the core services that should be funded through the municipal allocation.

- This means that provincial funds intended to support resource sharing, service enhancement, innovation, and strategic initiatives are used to maintain basic contractual service obligations.
- YRL is, in effect, cross-subsidizing municipal obligations with provincial funds intended for other purposes.

## Implications of This Subsidy

### For YRL

- Approximately \$300,000 annually diverted from regional system development to subsidize municipal service obligations.
- Reduced capacity to invest in digital services.
- Limited ability to support member libraries with training, expertise and provincial initiatives.
- Delayed implementation of system-wide improvements and modernization projects.
- Vulnerability if provincial funding formulas change.
- Inability to fully leverage provincial partnership opportunities.
- Cannot continue with deficit operations. The responsible drawdown of excess reserves has eliminated the buffer that previously masked this problem.

### For Member Municipalities

- Receiving contractually obligated services at below actual costs.
- Creating unsustainable dependency on provincial funds for core operations.
- Benefiting from reserve depletion which cannot continue.
- Risk of service disruption when reserves can no longer subsidize operations.
- Misalignment between MMA obligations and actual municipal contribution.

### For the Province

- Creates accountability concerns around fund use and reporting.
- Advocacy discussions with the province regarding increase in operational funding becomes delicate.

### For Regional System Development

- Delays in implementing shared technology or other shared initiatives.
- Postponed investments in staff training.
- Deferred initiatives that would benefit all member libraries.
- Slower rollout of support and infrastructure.
- Reduced capacity to provide expertise and support.

## The \$0.75 Increase in This Context

The discussion in 2025 was for a levy increase of \$0.85 per capita. This request has been adjusted down to recognize the 2% increase for 2026 of approximately \$0.10 per capita.

The proposed increase is designed to:

1. Create a step towards restoring proper funding alignment. Ensures municipal allocation fully cover the services municipalities wanted to receive under the MMA.
2. Realign provincial funds for intended purposes. Allow provincial grant to support YRL development, technology, staff and strategic initiatives.
3. Strengthen provincial partnerships: Demonstrates municipal commitment and proper stewardship of provincial funds.
4. Ensure fiscal sustainability: Create a stable funding model that does not rely on cross-subsidization or deficit budgets.
5. Reduce and work towards elimination of deficit operation: YRL cannot continue to run deficits now that reserves have been responsibly right-sized.

## What This Means for Municipalities

The proposed increase represents the cost of services municipalities are already receiving under the MMA. This is not a request to fund enhanced services or new programs. This is a correction to align municipal contributions with actual service delivery costs as contractually committed.

Realignment of the funding would prevent service reductions in the short and medium term. Long term, with continued predictable, consistent levy increases, YRL could address the following service priorities:

### Enhanced Materials Funding

- Increase the per capita book allotment to member libraries by \$0.25 per capita, allowing them to:
  - Expand collections to meet growing community demand.
  - Acquire additional high demand print titles.
  - Develop special collections to respond to local interest.
  - Keep pace with rising book and media costs.

### Expand eResource Content

- Review and enhance the digital resources available, working with partner libraries to ensure the best use of funds to support reasonable access.

### Technology Infrastructure

- Accelerate region-wide technology upgrades currently delayed due to funding constraints.
- Participate in innovative process to issue and maintain provincial library access.
- Invest in digital infrastructure supporting new technologies.
- Upgrade YRL infrastructure.

### Capacity

- Expand staff training and professional development.
- Improve shared service platforms to create efficiencies.

Currently, these are either proceeding at a slower pace, have workarounds or have been deferred entirely because provincial funds are used to cover the municipal allocation gap.

## Why Further Adjustment is Required

While the 2% annual increases, when implemented have been essential to preventing complete collapse, they have not fully addressed the accumulated deficit from the 11-year freeze. Cost pressures include:

- Cumulative inflation based on Statistics Canada's Consumer Price Index of 21.1-22% between 2019 and late 2025. This results in cost increases that exceed the 2% annual levy rate adjustments when they were applied.
- Wage increases of 53% (Note: YRL is in competition with some of the highest-paying libraries in Alberta for trained staff at all levels).
- Utility cost increases of 14.2%.
- Benefits cost increases by 30%, even with service reductions and elimination.
- Insurance premium increases of 54%.
- Material costs for books have increased approximately 14% on hardcovers and 16% on paperbacks.
- Digital licensing costs increases of 10%, even with collection reductions.
- Population growth of 3% across municipalities requiring expanded services and increasing licensing costs for the higher population and to meet rising demand.
- Increase in fuel rates for delivery raise costs to move the 2.08 million items requested or purchased by YRL libraries (2025).
- Necessity to add increased technological monitoring to guard against and protect YRL and member libraries from cyberattacks.
- Increased need to educate library staff about cyberattacks and other threats.

### Efficiency Measures Already Implemented

To absorb these costs without significant rate increases or service decline, the board has undertaken extensive strategic cost management activities:

#### Compensation Strategy

- Adopted a living wage commitment: The board made a strategic decision to ensure all staff positions receive a living wage, recognizing this as an ethical imperative in line with organizational values, and essential for staff retention in a competitive labour market.
- Implemented a compensation philosophy and policy: Established a benchmark of 15% above average market rate for positions to attract and retain qualified staff capable of serving member libraries effectively. (Note: YRL is in competition with some of the highest-paying libraries in Alberta for trained staff at all levels; this includes, but is not limited to St. Albert, Strathcona County, Edmonton, and the University of Alberta).
- Most positions now meet the benchmark. A systematic approach prioritized support positions.
- The compensation approach has been essential to prevent turnover, attract high-quality skilled staff, and maintain service quality but does represent a significant cost pressure that 2% increases cannot fully address.

#### Strategic Staffing Management

- Positions filled only when operationally necessary, not automatically upon vacancy.
- Careful evaluation of every vacancy to determine if it must be filled immediately, or if deferral is possible.
- Not all positions are filled at the level or classification they were originally positioned.
- Cross-training and workflow redesign to maximize efficiency of existing staff.
- Consolidated administrative functions, including the removal of a dedicated communications staff person and using a communications firm on contract at significant cost savings.

#### Benefits Plan Optimization

- Annual comprehensive review of benefits plan costs and utilization.
- Strategic elimination of underutilized services to control premium increases.
- Negotiated plan modifications to balance cost containment with employee needs.
- Despite these reductions, benefits costs continue to increase due to market factors beyond YRL's control.

#### Professional Development Reductions

- Professional development highly valued by the board as essential to service quality and required to maintain currency.
- Per-staff professional development budgets reduced to manage overall costs. Exception: Director position maintains professional development allocation in recognition of sector leadership requirements, professional obligations, and the need to maintain current knowledge for strategic decision-making.
- Staff encouraged to pursue low-cost and free professional development opportunities.
- Professional development tied to position requirements and benefit to YRL.

#### System-Wide Professional Development Restructuring

- Annual conference model completely redesigned: Transitioned from self-hosted conference to partnered conference model. Budget reduced from approximately \$25,000 to \$7,000 annually – a reduction of approximately \$18,000 or 72%.
- Now utilizing professional conference planner: Reduces staff workload and administrative burden and overall costs while maintaining event quality.
- Any conference surplus applied to following year: Priority is keeping costs down and ensuring fiscal sustainability.

- This restructuring maintains professional development opportunities for member library staff while dramatically reducing costs and administrative overhead.
- Demonstrates commitment to creative solutions that preserve service while controlling expenses.

### Technology Infrastructure Transformation

Transitioning from local software hosting to cloud-based vendor hosting in partnership with other library systems in late 2026.

- This strategic shift will reduce annual hosting revenue by \$90,000 as partners move to the vendor.
- Full financial impact on YRL won't be known until 2027 as the transition completes and costs stabilize.
- The \$90,000 revenue reduction may be offset by anticipated savings in utilities, overtime, downtime and on-call costs.

This represents a strategic investment in the broader library partnership ecosystem.

- Potential for reduced overall costs across partner libraries: Vendor-managed cloud hosting could provide better economies of scale than the regional hosting model, though this will be evaluated as the transition proceeds.
- Reduced financial burden: For YRL and the other partners to fund and replace servers.
- Reduced electrical costs for regional system: Decreased server infrastructure and associated power consumption.
- Reduced staff on-call requirements: Eliminates need for 24/7 local technical support coverage, reducing operational burden.
- Eliminated server maintenance burden: Vendor assumes infrastructure management.
- Strengthened regional partnerships: Collaborative approach to shared systems and troubleshooting.
- Distributed support model: Partner organizations can now assist with troubleshooting and user support.
- Faster access to current software: Less downtime to plan and support upgrades.
- Improved system reliability and redundancy: Vendor-managed infrastructure typically offers better uptime and disaster recovery.

This transformation aligns operational changes with anticipated workforce transitions, creating a sustainable model that reduces technical infrastructure burden while maintaining service quality.

- Demonstrates strategic planning that coordinates technology decisions with long-term staffing considerations.
- Positions the partnership for modern cloud-based infrastructure without long-term financial burden.
- Aligns technology infrastructure with contemporary best practices in the library sector and positions the partnership for future innovation.

### Board Governance Cost Reductions

- Eliminated or significantly reduced meeting catering costs: Board meetings now operate with minimal or no catering expenses.
- Transitioned to hybrid meeting model: Board and committee meetings now utilize Zoom technology, permitting online attendance.
- Reduced committee member travel costs: Members can attend remotely, eliminating mileage and travel time for those who choose virtual attendance.
- Maintained governance effectiveness while reducing associated operational costs.
- Board leading by example in cost containment measures.

### Additional Efficiency Measures

- Implemented record purchasing from trusted vendors, reallocating 1 FTE library technician from cataloguing to serving school member libraries, saving \$50,000 per annum.
- Negotiated consortium purchasing agreements reducing material costs by 30-40%.
- Transitioned to energy-efficient systems.
- Automated routine processes to improve efficiency.

- Reduced discretionary operational spending across all budget categories.
- Budget clearly linked to strategic plan.

### What These Measures Demonstrate

The board and administration have taken a comprehensive, strategic approach to cost management balancing:

- Service quality and staff retention (living wage, competitive compensation).
- Operational efficiency (strategic hiring, process improvements).
- Fiscal responsibility (benefits optimization, reduced professional development).
- Long-term sustainability (avoiding cuts that would create larger future costs).

These measures enabled YRL to continue providing quality services despite the smaller rate adjustments but has reached its practical limit.

### Strategic Provincial Infrastructure Investment (2017-2020)

Between 2017 and 2020, the library system secured provincial infrastructure funding to undertake critical building upgrades, including:

- Complete window replacement improving energy efficiency and building envelope integrity.
- New door systems enhancing accessibility, security, and climate control.
- Full HVAC system modernization reducing energy consumption and improving air quality.

### Impact of Infrastructure Investment

While the 2017-2020 infrastructure upgrades have reduced some facility operating costs, they do not address the core operational pressures driving this rate increase request:

- Reduced annual utility costs, partially offsetting operational cost increases.
- Deferring major capital replacement costs needed to be funded by the board.
- Improved accessibility and user comfort, contributing to increased facility usage.
- Created modern, welcoming spaces that serve as a gathering space for member library staff.

### Important Note on Infrastructure vs. Operating Costs

These infrastructure improvements have:

- Personnel costs (the largest budget component) continue to rise.
- Collection costs (books, databases, digital licenses) have increased significantly above general inflation.
- Technology systems and infrastructure require ongoing investment and replacement.
- Programming and service delivery costs have grown with increased demand.

The infrastructure improvements, while valuable, represent one-time capital investments that have now been fully realized, and has removed significant pressure from the budget in the short and medium term.

### Service Impact Without Rate Adjustment

Failure to implement a rate increase will necessitate service reductions. As the reductions would impact Clause 9 of the MMA, the final determination would need to be done by the board and ratified as a change by the members. At this time, the following service reductions are anticipated:

- Elimination of any new kit development.
- Decreased book allotment, resulting in fewer new materials.
- Decreased eResource purchases.
- Reduced staffing levels impacting customer service quality.
- Reduced absorption of technology costs, passing them to the library boards and risking erratic service and increased cybersecurity risks.
- Postponement of critical building maintenance creating future liability.

## Proposed Solution

### Rate Adjustment Details

We propose adjusting the municipal per capita rate from \$4.85 to \$5.60, representing an increase of \$0.75 per capita.

### Why \$0.75 Is Necessary

This adjustment addresses:

- Funding model misalignment: Eliminates the unsustainable practice of diverting provincial funds to cover core municipal service obligations.
- The 2008-2019 structural deficit: The 11-year rate freeze created a cumulative gap that has never been fully recovered.
- Accelerated cost pressures: Digital licensing, wages, utilities and facilities costs have all increased well above the general inflation rate.
- Service agreement obligations: Ensures municipalities fully fund the services they have contractually agreed to receive.
- Provincial partnership integrity: Restores provincial grants to their intended purpose of supporting enhancement and innovation rather than subsidizing basic services.
- Strategic technology transition impacts: The cloud hosting transformation reduces annual hosting revenue by \$90,000 while improving service quality and operational efficiency; this revenue loss must be absorbed while maintaining service levels.

### Context for the \$0.75 Request

If the rate had been indexed to inflation from 1971, the levy would be \$7.92 or 65% higher than the current rate.

If the rate had been indexed to inflation from 2008, it would be approximately \$6.23, or 30% higher than the current rate.

The proposed rate is still below the rate paid by municipal members of Parkland Regional Library System; they are the closest benchmark to YRL as neither region charges library boards.

The proposed rate is also below the provincial average paid by municipalities of all Alberta regional systems, accounting only for the municipal portion paid.

Regional Library System	Location	Member Public Libraries	2026 Municipal Levy (based on current population figures)	2026 Provincial Operating Grant (based on 2019 population figures)
Chinook Arch Regional Library System	Lethbridge	33	\$7.76	\$4.75
Marigold Library System	Strathmore	37	\$6.75	\$4.75
Northern Lights Library System	Elk Point	49	\$5.55	\$4.75
Parkland Regional Library System	Lacombe	49	\$9.99	\$4.75
Peace Library System	Grande Prairie	46	\$7.36	\$4.75
Shortgrass Library System	Medicine Hat	14	\$5.19	\$4.75
<b>Yellowhead Regional Library</b>	<b>Spruce Grove</b>	<b>44</b>	<b>\$4.85</b>	<b>\$4.75</b>
2026 Provincial Average with YRL	\$6.78		<b>YRL Current Rate</b>	<b>\$4.85</b>
2026 Provincial Average without YRL	\$7.10		<b>YRL Proposed Rate</b>	<b>\$5.60</b>

### Notes

The seven Alberta regional library system boards establish their levy rate, based on their membership agreements. Of the seven, Parkland and Yellowhead have the same funding model (only charging municipalities).

The other five regional library systems charge both municipalities and library boards (the library board funding is ultimately paid for by the municipality through the budget request to council from their library boards), and they charge municipalities without a library board a higher rate; only the rate charged to municipalities with library boards is used here.

At this time YRL does not want to change the funding model and charge the library boards in addition to the municipalities, as the funds would still be provided to the library through the municipality.

## Implementation

Immediate increase of \$0.75 per capita effective January 1, 2027.

### Advantages

- Provides immediate operational stability.
- Simplifies budgeting with single adjustment.
- Preserves existing services and supports to member libraries.
- Ensures adequate regional staffing levels to provide expertise, training and technical support.
- Manages the structural deficit: Supports activities leading to balanced budget operations without relying on unsustainable provincial fund diversion.
- Restore proper funding alignment: Ensures municipal contributions fully cover contractual service obligations under the regional service agreement.
- Maintains modest operating reserves for financial sustainability, as recommended by sector best practices.
- Allows future planning for purchase of materials, collection development, training.
- Position the system competitively for future provincial grants and initiatives by demonstrating proper fund stewardship and matching requirements.

### Challenges

- Additional pressure on municipal budgets.
- Municipalities may feel it appropriate to reduce the amount of support to local library boards. This is not a recommended approach; both need adequate funding to work.

Note: The recommendation is to return to regular, planned increases of up to 2% per year once the initial jump is complete.

## Long-Term Sustainability

This rate adjustment establishes a foundation for financial sustainability and maximizes the return on previous investments. We commit to:

### Financial Stewardship

- Annual budget transparency reports to all member municipalities.
- Regular rate reviews aligned with actual cost trends (avoiding future long-term freezes).
- Efficiency initiatives to control costs where possible.
- Exploration of alternative revenue sources to minimize municipal burden.

### Protecting Past Investments

The 2017-2020 infrastructure upgrades represent a significant capital investment of provincial funds, totalling over \$1 million.

- Adequate operating funding is essential to maintain these improved facilities and maximize their useful life.
- Underinvestment in operations can lead to premature deterioration of capital assets, wasting the infrastructure investment.
- Current rate levels permit proper maintenance of upgraded facility.

## Risk Analysis

### Risks of Not Proceeding

- Funding model sustainability: The diversion of provincial funds to subsidize core municipal obligations is unsustainable and violates the intended purpose of provincial grants. This creates vulnerability if provincial funding priorities or formulas change.

- Reserve depletion: Excess reserves that previously masked the funding gap have been responsibly drawn down to appropriate levels. The organization cannot continue to run deficit budgets – without rate adjustment, service reductions to member libraries are inevitable by 2028.
- Service agreement breach risk: Municipalities are receiving contractually agreed services without fully funding them, creating a structural imbalance that cannot continue indefinitely.
- Provincial partnership jeopardy: Using provincial enhancement funds for basic operations undermines the library system's ability to pursue provincial strategic initiatives.
- Equity concerns: Service cuts will disproportionately affect vulnerable populations who rely most heavily on the services from their libraries and YRL.
- Competitive disadvantage: Neighboring systems with adequate municipal funding will be better positioned to leverage provincial enhancement funds for innovation, setting higher service expectations and attracting residents.
- Deferred costs: Postponing facility maintenance and technology upgrades creates larger future expenses that will eventually require even more significant rate increases.
- Staff retention: Inability to offer competitive compensation will result in turnover and service quality decline.
- Loss of provincial investment ROI: The 2017-2020 infrastructure upgrades represent significant provincial capital investment. Inadequate operating funding undermines the return on this investment and may affect future capital funding opportunities.

## Mitigation Strategies

### Enhanced Accountability

- Enhanced quarterly reporting on service outcomes and return on investment.
- Annual presentation to municipal councils on performance metrics.
- Transparent budget documentation with detailed line-item breakdowns.
- Key performance indicators tied to municipal funding levels.

### Additional Revenue Strategies

- Joint pursuit of provincial and federal grant funding to offset municipal contributions.
- Leveraging the municipal-provincial partnership model to maximize provincial operating grants (which exceed municipal per capita rates).
- Exploration of philanthropic partnerships for capital projects and special initiatives.
- Possible revenue generation from enhanced fee-based services (meeting room rentals, special programs) or charge back to library boards for specific services.
- Regional collaboration opportunities to share costs.
- Advocacy for increased provincial operating grant rates to reduce municipal burden over time.

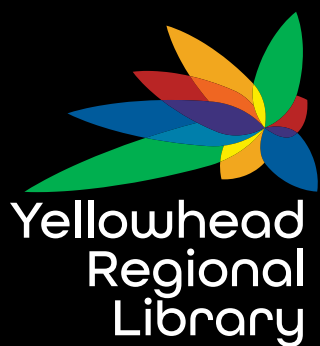
## Service Guarantee

- Commitment to maintain service levels outlined in this document.
- Continued investment in services showing highest community demand and impact.

## Recommendation

We respectfully request that member municipalities approve a \$0.75 per capita increase, raising the rate from \$4.85 to \$5.60 effective January 1, 2027. This adjustment is essential to maintain the quality library services our communities deserve and expect.

We welcome the opportunity to present this business case in detail, answer questions, and discuss the implementation, while meeting municipal budgeting processes and ensuring library service sustainability.



## The Case for Investment Enabling Sustainable Yellowhead Regional Library Funding

# Overview



**54**  
Municipalities



**301,000**  
Residents



**86**  
Public and School  
Libraries

YRL delivers comprehensive services across 54 municipalities and three school divisions. YRL serves approximately 301,000 residents through 44 public libraries and 42 school libraries. The services offered represent a significant investment by member municipalities and school divisions, and deliver measurable and meaningful community impact.

## A Decade of Deferred Increases

However, for 11 years—from 2008 through 2019—YRL’s board made a choice to freeze municipal library funding. While costs climbed and demands grew, the local appropriation rate stood still. The modest 2% annual increases since 2019, though helpful, have merely slowed the bleeding. They haven’t healed the wound.

### Implications of the Status Quo

#### For Member Libraries

- ▶ Receiving contractually obligated services at below actual costs
- ▶ Creating unsustainable dependency on provincial funds for core operations
- ▶ Benefiting from reserve depletion which cannot continue
- ▶ Risk of service disruption when reserves can no longer subsidize operations
- ▶ Misalignment between Master Membership Agreement obligations and actual municipal contribution

#### For Regional System Development

- ▶ Delays in implementing shared technology or other shared initiatives
- ▶ Postponed investments in staff training
- ▶ Deferred initiatives that would benefit all member libraries
- ▶ Slower rollout of support and infrastructure
- ▶ Reduced capacity to provide expertise and support

#### For YRL

- ▶ \$300,000 annually is being diverted from regional system development to subsidize municipal service obligations
- ▶ Reduced capacity to invest in digital services
- ▶ Limited ability to support member libraries with training, expertise and provincial initiatives
- ▶ Delayed implementation of system-wide improvements and modernization projects
- ▶ Vulnerability if provincial funding formulas change
- ▶ Inability to fully leverage provincial partnership opportunities
- ▶ Cannot continue with deficit operations. The responsible drawdown of excess reserves has eliminated the buffer that previously masked this problem

#### For the Province

- ▶ Creates accountability concerns around fund use and reporting

# The Hidden Cost of Inaction

Here's what most Councillors and residents don't see:



**Nearly one in five provincial dollars, meant for innovation, new resources, and expanded services, is instead being quietly diverted to “keep the lights on.”**

Provincial funds designated for enhancing your library’s YRL experience—for digital resources, interlibrary cooperation, and strategic growth—are instead subsidizing basic operations that municipalities agreed to fund.

This isn’t sustainable as it takes away from YRL’s operational capabilities to pay for today’s artificially suppressed costs.

## What Could Be Accomplished with Properly Allocated Provincial Funds?

If the \$300,000 annual provincial diversion was restored to the administrative budget, YRL could redirect the funds to benefit member libraries and their communities

### Immediate Priorities:

#### Enhanced Materials Funding

- ▶ Increase the per-capita book allotment to member libraries by \$0.25 per capita, allowing them to:
  - Expand collections to meet growing community demand
  - Acquire additional print high-demand titles
  - Develop special collections to respond to local interest
  - Keep pace with rising book and media costs

#### Expand E-Resource Content

- ▶ Review and enhance the digital resources available; expanding the collection and aligning the content to the best vendor.
- ▶ Provide access to additional online learning platforms

#### Technology Infrastructure

- ▶ Accelerate region-wide technology upgrades currently delayed due to funding constraints
- ▶ Invest in digital infrastructure supporting new technologies
- ▶ Upgrade YRL infrastructure

#### Capacity

- ▶ Expand staff training and professional development
- ▶ Improve shared service platforms to create efficiencies

Currently, these are either proceeding at a slower pace, have work-arounds or have been deferred entirely because provincial funds are used to cover the municipal allocation gap.

# The Path Forward

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To deal with these pressures, YRL administration is asking the Board to consider an increase of \$0.75 per capita—raising the rate from \$4.85 to \$5.60. For the average household, this new rate represents the cost of two coffees per year.

## This adjustment will:

### → Restore accountability:

Municipalities will fund what they agreed to fund under the Master Membership Agreement

### → Align funding with purpose:

Provincial enhancement dollars will return to their intended purpose

### → Rebuild capacity:

After years of making do with less, our library system can again plan and deliver services strategically, rather than reactively

This isn't about expanding services or pursuing ambitious new programs. But we do need to ensure funding reflects current costs, and the responsibilities outlined in the Master Membership Agreement.

While we recognize the requested increase may be a burden for some municipalities, we are open to an option that includes a payment schedule with annual 5% increases until we reach \$5.60 per capita by 2029.

# The Bottom Line

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The proposed increase represents the cost of services municipalities are already receiving under the Master Membership Agreement. This is not a request to fund enhanced services or new programs. This is a correction to align municipal contributions with actual service delivery costs as contractually committed. This discussion has been ongoing since 2010, and it is time to take action before the gap grows even wider.

**REVITALIZE**

**REFRESH**

**RENEW**

**Evolving Our Impact,  
Strengthening Our Services**



**2025  
Annual Report**

# REVITALIZE

## EVOLVING OUR IMPACT FROM WITHIN

Although change is often described as the only constant in life, 2025 proved to be a year of remarkable growth and renewal for Yellowhead Regional Library (YRL). Across the organization, new initiatives took root, long-term projects achieved milestones, and collaborative efforts served to strengthen the services we provide to our member libraries and communities.

This is even more noteworthy given a number of changes in YRL staff and board members that occurred in 2025. YRL said farewell to two long-term staff members and promoted two staff members within the organization to new positions. As well, YRL's long-time Board Chair concluded his 11-year term, with the heartfelt thanks and gratitude of staff and other board members. These changes reflect YRL's adaptability and evolution, and highlights the collective dedication of our staff, partners, and stakeholders as we continue shaping a vibrant future for library service in the region.

The Director and Deputy Director consulted and provided support to member library boards during times of change, critical events and challenges which meant that library patrons were able to experience continuity in library services with little service disruption.

### QUICK STAT



**We gained a member library!**

Spruce Grove opened a second location in Heavy Metal Place in 2025.

Our staff reach beyond our walls and our region. YRL staff volunteer and are asked to work with other boards and provincial, national and international associations to support collaboration and leadership across the library ecosystem. This work allows our member libraries to be informed about trends, events and services that lead to innovative services for library patrons.

**QUICK STAT**



## Bibliothèque de Beaumont Library

We supported the Bibliothèque de Beaumont Library Community Gathering Space project which saw a large collection and space refresh of their library.

Two members of our team are academic teaching staff for the University of Alberta School of Library and Information Studies. Their involvement has supported building skills and knowledge in leadership, management, digital librarianship, risk management, and reference and information services. These staff are helping to teach the next generation of trained, qualified candidates to work in our member communities. This expertise in library services reinforces YRL's role as a trusted leader in librarianship.

**QUICK STAT**



**We launched the new TRACpac+ discovery layer!**



**QUICK STAT**

## We launched Brainfuse!

Brainfuse is a leading online learning platform with over two decades of experience and millions of tutoring sessions delivered. Accessible from home or the library anytime! Its HelpNow suite offers live online tutoring, homework help, and study support for learners of all ages. JobNow is an innovative service that features expert resume assistance, live interview preparation, career coaching, career resources, and much, much more.

# REFRESH

## SUPPORTING MEMBER LIBRARIES TO BE THEIR BEST

In 2025, YRL supported member libraries through a major service transition by delivering LEAP training to 26 locations, enabling library staff to offer improved membership and circulation services. YRL also provided 22 in-person training sessions to more than 77 member library staff, to help them feel confident and prepared to use the new library system.

YRL coordinated 58 training events for member libraries, building staff capacity across a wide range of skills and directly enhancing the quality of service delivered to patrons. Keeping current with professional librarianship skills, technology and practices helps local library staff to deliver effective, efficient services to the patrons they serve.

The Library Development Services (LDS) department onboarded eight new library managers to the region, strengthening leadership capacity across member libraries. Library patrons were able to benefit from well-supported staff and consistent, high-quality services. At the same time, the Technology Services department developed and deployed an onboarding and offboarding tool for member libraries so that they could report staff changes more

accurately and promptly, which meant that library patrons were able to be confident their personal information was only being accessed by authorized users.

The Collections and Resource Sharing (CRS) department purchased 40,558 items at significant discounts for member libraries, saving more than \$150,000 in 2025. CRS also implemented new standards for cataloguing for items purchased by members libraries which meant that library patrons had an easier time finding and accessing them in the catalogue.

The Technology Services department supported the technology infrastructure setup of a new library location, Spruce Grove North East Branch, so that the library could open its doors fully operational and ready to serve patrons.



**QUICK STAT**

**We supported community literacy and reading encouragement through Beanstack!**

Participants logged over 430,000 minutes read in 2025.

**QUICK STAT**



**We supported family history research through Ancestry with over 5,800 searches in 2025.**

A 46% increase from the previous year.

Technology Services also purchased, configured and installed new firewalls and switches at member libraries, committing more than \$300,000 over five years, so that they could connect to Supernet with reliable, secure and up-to-date equipment. Upgrading public computers from Windows 10 to Windows 11 helped member libraries meet operating system support and security requirements.



**QUICK STAT**

**We supported early literacy development and family language learning through 2,757 book views in Tumblebooks and 432 stories viewed in LOTE4Kids.**

# RENEW

## BENEFITTING MEMBER LIBRARY PATRONS

The CRS department moved more than two million items through YRL headquarters to its member libraries, sharing books, movies, music, video games, educational materials, and more. CRS purchased, processed, catalogued, and delivered 47,047 new items to its member libraries which meant that library patrons were able to enjoy the hottest releases and that new book smell! Library patrons across the region were able to access an enormous wealth of knowledge, information, art, and recreation that would not otherwise be possible without this shared model. YRL also facilitated inter-library loans, further expanding the capabilities of member libraries to meet their patrons' needs.

YRL helped prepare member library staff for the launch of TRACpac+, a major enhancement to the former catalogue website. Supported by YRL's extensive training, member library staff are well equipped to guide patrons through the new and improved features of TRACpac+, enriching their overall library experience.

Website tutorials were provided to member libraries so that they could easily learn how to edit specific features of their website. This resulted in library staff being better able to update and tailor the information on their respective websites. Timely, accurate information helps deliver better services to patrons.

# A Year in Review

**NEW ITEMS**

Items Ordered:

**40,558**

Items Added:

**47,047**

## TRAINING

**58**  
EVENTS  
HELD

**525**  
PARTICIPANTS  
TRAINED

## TECHNOLOGY SERVICES

Helpdesk  
Tickets  
Resolved:

**2,718**

Website Visits:

**41,926**

Onsite Visits:

**76**

**157** Pieces of  
computer  
equipment ordered  
for member libraries

## PUBLIC LIBRARY AND SCHOOL CONSULTATIONS

**67**

In-person Visits

**1,744**

Virtual Interactions

## INDIGENOUS SERVICES

offered or facilitated by YRL



**15**

Hours of  
training  
or events



**75**

Participants

# eRESOURCES

hoopla

**31,452**  
Checkouts



CloudLibrary

**9,336**  
Checkouts



**432**  
Stories Watched

OverDrive®

2,467 eBook + 1,418 Audiobook

Licenses added to TRAC in 2025

**301,800**

YRL checkouts |



29%

**1,037,322**

Total checkouts |

TRAC



**DELIVERIES**  
210 Per Month  
2,520 Per Year  
**2,038,328**  
Items Moved

eResource  
Support

**901**  
Emails

## Yellowhead Regional Library

### Mailing Address

Box 4270, Spruce Grove, AB T7X 3B4

### Building Location

433 King Street, Spruce Grove, AB T7X 2C6

### Phone

780-962-2003

### Toll-free

1-877-962-2003

[yrl.ab.ca](http://yrl.ab.ca)

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Jenny Bruns, Director of Planning, Economic Development & Legislative Services

**Date:** April 14, 2026

**Re:** Economic Development Week

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## 1.0 **PURPOSE:**

For Council to consider proclaiming Economic Development Week on May 4-8, 2026

## 2.0 **BACKGROUND AND DISCUSSION:**

The International Economic Development Council (IEDC) is the largest professional organization dedicated to serving economic developers worldwide. For more than 50 years, Economic Developers Alberta (EDA) has been Alberta's leading economic development network, committed to advancing the profession through resources, training, and networking opportunities.

The EDA encourages communities across Alberta to proclaim Economic Development Week and profile our local economic development activities.

### 1) **Town of Barrhead Initiatives**

a. There are a number of initiatives the Town has been actively working on.

Some include:

- i. Tax incentive bylaws for developers
- ii. Partnership opportunities and events
- iii. Downtown revitalization
- iv. Hotel study
- v. Career Fair
- vi. Regional Investment Marketing Strategy (CFYE)
- vii. LIFT Business Conference and Tradeshow
- viii. Land development

**3.0 ALTERNATIVES:**

Council may consider the following alternatives:

3.1 Council may choose to recognize the week through other means.

**4.0 FINANCIAL IMPLICATIONS:**

None.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Administration to post the proclamation inline with the Declarations and Proclamations Policy.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

None

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Council's decision to support the proclamation of Economic Development Week demonstrates their commitment to promote economic well-being and quality of life by supporting entrepreneurship and business development in the Town of Barrhead. It further affirms the Town's partnership with Economic Developers Alberta (EDA).

**8.0 ATTACHMENTS:**

8.1 Proposed Proclamation

**9.0 ADMINISTRATIVE RECOMMENDATION:**

Administration recommends that Council support Economic Development Week and the local initiatives presented by Administration to increase the growth and prosperity of the Town of Barrhead.

**10.0 PROPOSED MOTION(S):**

That Council proclaims Economic Development Week on May 4-8, 2026.

(original signed by the CAO)  
Collin Steffes  
CAO



## Economic Development Week

May 4-8, 2026



### RESOLUTION

**WHEREAS** the International Economic Development Council (IEDC) is the largest professional organization dedicated to serving economic developers worldwide; and

**WHEREAS**, for more than 50 years, Economic Developers Alberta (EDA) has been Alberta's leading economic development network, committed to advancing the profession through resources, training, and networking opportunities; and

**WHEREAS** economic developers promote economic well-being and quality of life by creating, retaining, and expanding jobs that drive growth, build wealth, and strengthen the local tax base; and **WHEREAS**, economic developers support entrepreneurship and innovation, helping to launch the next generation of businesses that shape Alberta's economy; and

**WHEREAS**, economic developers work across diverse settings, including rural and urban areas, at all levels of government, and through partnerships with chambers of commerce, post-secondary institutions, and other organizations; and

**WHEREAS**, economic developers play a vital role in attracting and retaining quality jobs, developing vibrant communities, and enhancing the quality of life in their regions; and

**WHEREAS** economic developers serve the Town of Barrhead.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor does hereby proclaim May 4-8, 2026 as "Economic Development Week" in Barrhead and encourages all citizens to recognize the contributions of economic developers to the growth and prosperity of our community.

**BE IT FURTHER RESOLVED**, that the Mayor is authorized to forward an official copy of this resolution to Economic Developers Alberta (EDA) in support of provincial celebrations.

Ty Assaf, Mayor

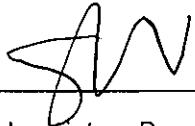


**CFYE Regular Board Meeting Minutes  
Thursday February 19, 2026  
Community Futures Yellowhead East**

<b>In Person Attendance:</b>	Serena Lapointe, Edward Gifford, Grant Johnson
<b>Virtual Attendance</b>	DecolynneJo Burns, Esther Sonnenberg, Charmaine Botros, Terry Kuyek
<b>Regrets:</b>	Patricia MacNeil, Kerri Hudgson
<b>Missing:</b>	Tyson Bergsma
<b>1) Call to Order</b>	<b>Meeting Called to Order: Chair Serena Lapointe called the meeting to order at: 3:25 pm</b>
<b>2) Consent Agenda</b>	<p><b>2.0 Adoption of Consent Agenda</b></p> <p><b><u>Motion # 77</u> Moved by: Grant Johnson</b> <i>Motion to accept the consent agenda as presented.</i></p> <p align="right"><b>CARRIED</b></p>
<b>3) Regular Agenda</b>	<p><b>3.0 Adoption of Regular Meeting Agenda:</b></p> <p><b><u>Motion # 78</u> Moved by: DecolynneJo Burns</b> <i>Motion to accept the agenda as presented.</i></p> <p align="right"><b>CARRIED</b></p>
<b>4) Chair Report</b>	<p><b>4.0 Chair Update(s)</b></p> <ul style="list-style-type: none"> <li>• CFNA Leadership Update- email attached.</li> <li>• Upcoming CF Pan West Board &amp; Manager Events - attached.</li> </ul> <p><b><u>Motion # 79</u> Moved by: Edward Gifford</b> <i>Motion to accept Board Chair update as presented for information.</i></p> <p align="right"><b>CARRIED</b></p>
<b>5) IRC Report</b>	<p><b>5.0 IRC Updates</b></p> <p><b>5.1 CFYE – Annual MPS Loan Figure Updates</b></p> <p><b>5.2 Legal Updates – As Presented</b></p> <ul style="list-style-type: none"> <li>• Verbal Loan client update(s) – provided by ED:</li> </ul> <p><b><u>Motion # 80</u> Moved by: Esther Sonnenberg</b> <i>Motion to accept the IRC update as presented for information.</i></p> <p align="right"><b>CARRIED</b></p>
<b>6) Old Business</b>	<p><b>6.0 Old Business</b></p> <p><b>6.1: Board Training Schedule – Board members registered</b> <b><u>Motion # 81</u> Moved by: Terry Kuyek</b> <i>Motion to accept the Training Schedule update for information.</i></p> <p align="right"><b>CARRIED</b></p> <p><b>6.2 Building/Business Proposal Update: As verbally presented.</b></p>



	<ul style="list-style-type: none"> <li>• Suggested that the ED do up some kind of information bulletin to be shared with the Councils regarding the CF contract renewal update.</li> <li>• Sunlife Annual Summary</li> <li>• Board Training and other Event Update</li> </ul> <p><b>Motion # 88                      Moved by: Terry Kuyek</b>  <i>Motion to accept the correspondence as information.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>11) Adjournment</b>  <b>12) Next Meeting</b></p>	<p><b>11.0 Meeting Adjourned: @ 4:03</b>  <b>March 19<sup>th</sup>, 2026</b></p>



\_\_\_\_\_  
Serena Lapointe – Board Chair

March 24/26

Date

# REQUEST FOR DECISION

**To:** Town Council

**From:** Jennifer Mantay, Director of Corporate Services

**Date:** April 14, 2026

**Re:** Bylaw 05-2026, the Property Tax Bylaw

**1.0 Purpose:**

For Council to pass all three readings to Bylaw 05-2026, the Property Tax Bylaw, for the 2026 taxation year.

**2.0 Background and Discussion:**

The **2026 final property assessments** have been received and recorded. The Town will recognize an overall **increase** in the **taxable** assessments.

2025 TOTAL Taxable Assessment	556,019,720
2026 TOTAL Growth Assessment Changes	4,567,220
2026 TOTAL Market Assessment Change	25,805,250
2026 TOTAL Taxable Assessment	586,392,190
<b>2026 TOTAL TAXABLE ASSESSMENT (INCREASE)</b>	<b>30,372,470</b>

Most **residential single-family assessments** increased by an average of **5.5% (+/-)**.

Most of the **non-residential assessments** increased by an average of **2.1% (+/-)**.

**A breakdown of the 2026 Taxable Assessment values are as follows:**

2025 <b>Residential</b> Taxable Assessment	410,486,960
2026 Growth Assessment Changes	728,390
2026 Market Assessment Change	22,686,540
<b>2026 Residential Taxable Assessment (higher)</b>	<b>433,901,890</b>

2025 <b>Non-Residential</b> Taxable Assessment	145,532,760
2026 Growth Assessment Changes	3,838,830
2026 Market Assessment Changes	3,118,710
<b>2026 Non-Residential Taxable Assessment (higher)</b>	<b>152,490,300</b>

<b>Summary of Change in 2026 Taxable Assessments</b>	
Residential Taxable Assessments (higher)	23,414,930
Non-Residential Taxable Assessments (higher)	6,957,540
<b>TOTAL 2026 Taxable Assessments (higher)</b>	<b>30,372,470</b>

### **Municipal Taxes**

In order for Council to continue offering the same level of programs and services that our residents have become accustomed to, Bylaw 05-2026, the Property Tax Bylaw, has incorporated a 1% increase to the municipal portion of the property tax rate for both residential and non-residential properties. The 1% increase was incorporated into the 2026 Final Operating Budget.

Following is a further breakdown of the total assessment changes, first by Growth and then by Market. The increase in the taxable assessment shows the increase in Municipal Taxes raised between 2025 and 2026 based on the increased taxable assessments and a 1% municipal tax rate increase.

#### **Assessment – Based on Growth**

For new construction, any changes to progressive assessments (buildings that were under construction during 2025) with a 1% municipal tax rate increase.

<b>Growth Assessment Changes</b>	<b>New Growth Assessment</b>	<b>Increase in Net Municipal Taxes Raised</b>
2026 Residential	728,390	\$6,541
2026 Non-Residential	3,838,830	\$57,295
<b>Total Tax Revenue Based on Growth Only</b>		<b>\$63,836</b>

#### **Assessment – Based on Market Assessment Changes**

For changes in assessments due to the market and sales in the various areas of the Town, with a 1% municipal tax rate increase.

<b>Market Assessment Changes</b>	<b>New Market Assessment</b>	<b>Increase in Net Municipal Taxes Raised</b>
2026 Residential	22,686,540	\$203,716
2026 Non-Residential	3,118,710	\$ 46,547
<b>Total (Increase) Tax Revenue Based on Market Only</b>		<b>\$250,263</b>

<b>Total Increase in Municipal Tax Revenue, for Growth and Market adjustments, between 2025 and 2026 based on a 1% municipal tax rate increase</b>	<b>\$314,099</b>
--	------------------

It is important to note that the municipal portion of the 2026 property taxes are approximately \$54,550 higher than when Council approved the 2026 Operating Budget in December. This increase is due to higher than estimated assessments for both residential and non-residential properties.

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

### **Tax Increase Summary**

A summary of the impact of the 1% municipal property tax rate increase is as follows.

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

<b>PROPERTY TAX RATE INCREASE OF 1% – RESIDENTIAL TAX ACCOUNTS</b>		
<b>Properties with decrease in municipal taxes greater than \$100.00</b>	<b>2</b>	<b>661 Properties = 38%</b>
<b>Properties with decrease from \$1.00 to \$100.00</b>	<b>14</b>	
<b>Properties with increase from \$0.00 to \$50.00</b>	<b>295</b>	
<b>Properties with increase from \$50.00 to \$100.00</b>	<b>350</b>	
Properties with increase from \$100.00 to \$200.00	717	
Properties with increase from \$200.00 to \$300.00	290	
Properties with increase from \$300.00 to \$400.00	70	
Properties with increase from \$400.00 to \$500.00	16	
Properties with increase from \$500.00 to \$600.00	3	
Properties with increase from \$600.00 to \$700.00	3	
Properties with increase greater than \$700.00	1	
<b>Total number of Properties</b>	<b>1,761</b>	

Based on the above summary, 38% of all residential properties will either see a decrease in the municipal portion of their property taxes or an increase of \$100.00 or less. An additional 41% of properties will see an increase of \$100.00 to \$200.00.

<b>PROPERTY TAX RATE INCREASE OF 1% – NON-RESIDENTIAL TAX ACCOUNTS</b>		
<b>Properties with decrease in municipal taxes greater than \$100.00</b>	<b>2</b>	<b>204 Properties = 70%</b>
<b>Properties with decrease in municipal taxes \$50.00 to \$100.00</b>	<b>2</b>	
<b>Properties with decrease in municipal taxes \$1.00 to \$50.00</b>	<b>3</b>	
<b>Properties with increase from \$0.00 to \$50.00</b>	<b>85</b>	
<b>Properties with increase from \$50.00 to \$100.00</b>	<b>42</b>	
<b>Properties with increase from \$100.00 to \$200.00</b>	<b>70</b>	
Properties with increase from \$200.00 to \$300.00	26	
Properties with increase from \$300.00 to \$400.00	17	
Properties with increase from \$400.00 to \$500.00	12	
Properties with increase from \$500.00 to \$600.00	7	
Properties with increase from \$600.00 to \$700.00	0	
Properties with increase from \$700.00 to \$800.00	1	
Properties with increase from \$800.00 to \$900.00	2	
Properties with increase from \$900.00 to \$1,000.00	4	
Properties with increase greater than \$1,000.00	17	
<b>Total number of Properties</b>	<b>290</b>	

Based on the above summary, 70% of all non-residential properties will either see a decrease in the municipal portion of their property taxes or an increase of \$200.00 or less.

The majority of the 17 non-residential properties that have increased by greater than \$1,000.00 are properties with assessments of greater than \$1 million (including five linear properties).

**Requisitions & Other Tax Rates**

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

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

The **2026 School Requisition** from the Province has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment to the Province. The comparison between the 2026 and 2025 School Requisition is as follows:

2026 School Requisition	2025 School Requisition	Difference
\$ 1,779,377	\$ 1,585,002	\$ 194,375 Increase (12.3%)

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

2026 Residential School Tax Rate	2025 Residential School Tax Rate	Difference	Effect on Each \$100,000 of Residential Assessment Value
2.7733	2.6563	0.117 Increase	\$11.70 Increase

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

2026 Non-Residential School Tax Rate	2025 Non-Residential School Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Assessment Value
4.0697	3.6691	0.4006 Increase	\$40.06 Increase

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

The **2026 B.D.S.H.A Requisition** has been received. The Town of Barrhead is required to collect this requisition from the overall taxable assessments and issue the payment to the B.D.S.H.A. The comparison between the 2026 and 2025 B.D.S.H.A. Requisition is as follows:

2026 BDSHA Requisition	2025 BDSHA Requisition	Difference
\$ 115,215	\$ 111,937	\$3,278 Increase

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

2026 BDSHA Tax Rate	2025 BDSHA Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
0.1986	0.2035	0.0049 Decrease	\$0.49 Decrease

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

Starting in 2018, the Town has been requisitioned for the fees associated with the assessment costs for Designated Industrial properties within our boundaries. This will affect the linear properties being electricity, telecommunications, television, cable and natural gas. Total requisition amount is \$830.61 for 2026.

2026 Non-Residential Linear Tax Rate	2025 Non-Residential Linear Tax Rate	Difference	Effect on Each \$100,000 of Non-Residential Linear Assessment Value
0.0728	0.0701	0.0027 Increase	\$0.27 Increase

**Aquatic Centre Debenture Tax Rate:**

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

2026 Aquatic Centre Debenture Tax Rate	2025 Aquatic Centre Debenture Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
0.4955	0.5225	0.027 Decrease	\$2.70 Decrease

**In summary, total tax rates, including tax rates for Municipal, Aquatic Centre, School and Social Housing, for residential and non-residential properties will see the following increases in 2026. This will also be affected by any increases or decreases to assessed values.**

2026 Total Residential Tax Rate	2025 Total Residential Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
12.447	12.273	0.174 Increase	\$17.40 Increase

2026 Total Non-Residential Tax Rate	2025 Total Non-Residential Tax Rate	Difference	Effect on Each \$100,000 of Assessment Value
19.6889	19.1724	0.5165 Increase	\$51.65 Increase

Attached is the summary of the Residential and Non-Residential historical tax rates from 2020 to 2026 (**Attachment #1**).

**3.0 Alternatives:**

- 3.1 Council instructs Administration to amend the proposed Bylaw 05-2026, the Property Tax Bylaw, as directed and pass all three readings.
- 3.2 Council tables proposed Bylaw 05-2026, the Property Tax Bylaw, and instructs Administration to provide further information and bring back the information at the next Council Meeting.

**4.0 Financial Implications:**

The majority of the property tax revenues will be received by June 30, 2026.

**5.0 Interdepartmental Implications:**

Not applicable.

**6.0 Senior Government Implications:**

Not applicable.

**7.0 Political/Public Implications:**

Property Tax due date for all tax accounts is June 30, 2026.

**8.0 Attachments:**

- 8.1 Historical Tax Rates from 2020 to 2026
- 8.2 Draft Bylaw 05-2026

**9.0 Recommendations**

Council pass all three readings to Bylaw 05-2026, the Property Tax Bylaw as presented.

(Original signed by the CAO)  
Collin Steffes  
CAO

**TOWN OF BARRHEAD PROPERTY TAX RATES  
2020 to 2026 Proposed**

<b><u>RESIDENTIAL &amp; FARMLAND</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b>2026 <u>Proposed</u></b>
<b>MUNICIPAL</b>							
General Operations of Council	8.4775	8.4775	8.4775	8.6301	8.8027	8.8907	8.9796
Aquatic Centre Debenture	<u>0.5782</u>	<u>0.5964</u>	<u>0.5874</u>	<u>0.5756</u>	<u>0.5539</u>	<u>0.5225</u>	<u>0.4955</u>
TOTAL MUNICIPAL	9.0557	9.0739	9.0649	9.2057	9.3566	9.4132	9.4751
<b>REQUISITIONS</b>							
Alberta School Foundation Fund	2.6763	2.6831	2.6747	2.6011	2.5129	2.6563	2.7733
Barrhead & Dist. Social Housing	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>	<u>0.1212</u>	<u>0.2158</u>	<u>0.2035</u>	<u>0.1986</u>
TOTAL REQUISITIONS	2.7984	2.7266	2.8002	2.7223	2.7287	2.8598	2.9719
<b>TOTAL TAX RATES</b>	<b>11.8541</b>	<b>11.8005</b>	<b>11.8651</b>	<b>11.9280</b>	<b>12.0853</b>	<b>12.2730</b>	<b>12.4470</b>

<b><u>NON-RESIDENTIAL</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b>2026 <u>Proposed</u></b>
<b>MUNICIPAL</b>							
General Operations of Council	14.0905	14.0905	14.0905	14.3441	14.6310	14.7773	14.9251
Aquatic Centre Debenture	<u>0.5782</u>	<u>0.5964</u>	<u>0.5874</u>	<u>0.5756</u>	<u>0.5539</u>	<u>0.5225</u>	<u>0.4955</u>
TOTAL MUNICIPAL	14.6687	14.6869	14.6779	14.9197	15.1849	15.2998	15.4206
<b>REQUISITIONS</b>							
Alberta School Foundation Fund	3.9823	4.0989	4.0129	3.6459	3.5725	3.6691	4.0697
Barrhead & Dist. Social Housing	<u>0.1221</u>	<u>0.0435</u>	<u>0.1255</u>	<u>0.1212</u>	<u>0.2158</u>	<u>0.2035</u>	<u>0.1986</u>
TOTAL REQUISITIONS	4.1044	4.1424	4.1384	3.7671	3.7883	3.8726	4.2683
<b>TOTAL TAX RATES</b>	<b>18.7731</b>	<b>18.8293</b>	<b>18.8163</b>	<b>18.6868</b>	<b>18.9732</b>	<b>19.1724</b>	<b>19.6889</b>

**BYLAW 05-2026  
PROPERTY TAX BYLAW**

**A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF BARRHEAD FOR THE 2026 TAXATION YEAR.**

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

**WHEREAS**, the Town of Barrhead, in the Province of Alberta has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the Council meeting held on December 9, 2025, and

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

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

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

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$9,156,490, and the balance of \$8,358,560, is to be raised by general municipal taxation, and

**WHEREAS**, the estimated municipal expenditures (excluding non-cash items of \$2,166,600) and transfers set out in the budget for the Town of Barrhead for 2026 are estimated at \$17,498,700, and

**WHEREAS**, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$180,330, and

**WHEREAS**, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$979,790, and

**WHEREAS**, the current year capital revenues and expenditures are estimated as \$4,858,690, and

**WHEREAS**, the Requisitions, including underlevies and overlevies, to create the total 2026 requisition levies are:

<b>ALBERTA SCHOOL FOUNDATION FUND (ASFF)</b>	
Residential and Farmland	\$1,202,528
Non-Residential/Linear	\$ 577,195
<b>BARRHEAD &amp; DISTRICT SOCIAL HOUSING ASSOCIATION</b>	\$ 115,258
<b>GOVERNMENT ALBERTA DESIGNATED INDUSTRIAL PROPERTY</b>	\$ 831

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

Residential	433,780,290
Farmland	121,600
Non-Residential	136,124,880
Linear, Designated Industrial	11,409,460
Machinery and Equipment	4,955,960
<b>TOTAL TAXABLE ASSESSMENT</b>	<u>586,392,190</u>

**BYLAW 05-2026**

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

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

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
<b>General Municipal</b>			
Residential/Farmland	\$ 3,896,266	\$ 433,901,890	8.97960
Non-Residential	\$ 2,031,677	\$ 136,124,880	14.92510
Linear	\$ 170,287	\$ 11,409,460	14.92510
Machinery & Equipment	\$ 73,968	\$ 4,955,960	14.92510
<b>Total</b>	<b>\$ 6,172,199</b>	<b>\$ 586,392,190</b>	
<b>Aquatic Centre Debenture</b>			
Residential/Farmland	\$ 214,998	\$ 433,901,890	0.49550
Non-Residential	\$ 67,450	\$ 136,124,880	0.49550
Linear	\$ 5,653	\$ 11,409,460	0.49550
Machinery & Equipment	\$ 2,456	\$ 4,955,960	0.49550
<b>Total</b>	<b>\$ 290,557</b>	<b>\$ 586,392,190</b>	
<b>Alberta School Foundation Fund (ASFF)</b>			
Residential/Farmland	\$ 1,202,509	\$ 433,602,290	2.77330
Non-Residential	\$ 530,766	\$ 130,419,020	4.06970
Linear	\$ 46,433	\$ 11,409,460	4.06970
<b>Total</b>	<b>\$ 1,779,709</b>	<b>\$ 575,430,770</b>	
<b>Barrhead &amp; District Social Housing</b>			
Residential/Farmland	\$ 86,113	\$ 433,602,290	0.19860
Non-Residential	\$ 25,901	\$ 130,419,020	0.19860
Linear	\$ 2,266	\$ 11,409,460	0.19860
Machinery & Equipment	\$ 984	\$ 4,955,960	0.19860
<b>Total</b>	<b>\$ 115,265</b>	<b>\$ 580,386,730</b>	
<b>Gov't Alberta Designated Industrial</b>			
Non-Residential Linear	\$ 831	\$ 11,409,460	0.07280
<b>Total</b>	<b>\$ 831</b>	<b>\$ 11,409,460</b>	
<b>GRAND TOTAL</b>	<b>\$ 8,358,560</b>		

A summary of tax rates for all assessed value of lands, buildings and improvements shown on the Assessment and Tax Roll of the Town of Barrhead for the year 2026 are as follows:

<u>Municipal:</u>	<u>Residential</u>	<u>Non-Residential</u>	<u>Farmland</u>	<u>Machinery &amp; Equipment</u>	<u>Non-Residential Linear</u>
General Operations of Council	8.9796	14.9251	8.9796	14.9251	14.9251
Aquatic Centre Debenture	<u>0.4955</u>	<u>0.4955</u>	<u>0.4955</u>	<u>0.4955</u>	<u>0.4955</u>
<b>TOTAL MUNICIPAL</b>	<b>9.4751</b>	<b>15.4206</b>	<b>9.4751</b>	<b>15.4206</b>	<b>15.4206</b>
<b><u>Requisitions:</u></b>					
Alberta School Foundation Fund	2.7733	4.0697	2.7733	0.0000	4.0697
Barrhead & Dist. Social Housing	0.1986	0.1986	0.1986	0.1986	0.1986
Gov't Alberta Desig. Industrial	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0000</u>	<u>0.0728</u>
<b>TOTAL REQUISITIONS</b>	<b><u>2.9719</u></b>	<b><u>4.2683</u></b>	<b><u>2.9719</u></b>	<b><u>0.1986</u></b>	<b><u>4.3411</u></b>
<b>TOTAL TAX RATES</b>	<b><u>12.4470</u></b>	<b><u>19.6889</u></b>	<b><u>12.4470</u></b>	<b><u>15.6192</u></b>	<b><u>19.7617</u></b>

**BYLAW 05-2026**

- 2. That a penalty of twelve percent (12%) shall be added on all unpaid current year taxes, including local improvement taxes, remaining unpaid after June 30, 2026 and shall be added on July 2, 2026.
- 3. That a penalty of twelve percent (12%) shall be added on all outstanding taxes and related costs that remain unpaid after December 31, 2026, and shall be added on the fourth (4<sup>th</sup>) day of January 2027.
- 4. That payment must be made by cash, debit, money order, internet banking, telephone banking, accepted cheque or draft (draft payable at par), Barrhead, Alberta.
- 5. That the assessment notice and the tax notice relating to the same property shall be combined on one notice.
- 6. That any complaint regarding the assessment notice must be lodged by July 7, 2026.
- 7. Should any provision of this bylaw be deemed to be invalid then such invalid provision will be severed from this bylaw and such severance will not affect the validity of the remaining portions of this bylaw, except to the extent necessary to give effect to such severance.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, Ty Assaf

\_\_\_\_\_  
CAO, Collin Steffes

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, Ty Assaf

\_\_\_\_\_  
CAO, Collin Steffes

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2026 and passed.

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, Ty Assaf

\_\_\_\_\_  
CAO, Collin Steffes

**BRFS March 2026**

Incidents	Totals	Incident hrs	Staff hrs
Fire	2	3 h 18 m	26 h 3 m
Rescue	1	1 h 59 m	15 h 12 m
Vehicle accident	1	1 h 26 m	20 h 29 m
Gas leak natural gas	1	1 h 22 m	8 h 30 m
Gas leak CO	1	1 h 13 m	9 h 56 m
Ambulance assist	9	6 h 52 m	26 h 59 m
Alarms miscellaneous	4	2 h 38 m	10 h 40 m
<b>Totals</b>	<b>19</b>	<b>18 h 48 m</b>	<b>117 h 49 m</b>

Date	Call type	Before EMS	Location
Mar 16	19D00 Heart problems A.I.C.D.	Yes	County
Mar 20	17D00 Falls	No	Town
Mar 21	17D00 Falls	Yes	Town
Mar 23	26D00 Sick person	Yes	Town
Mar 23	17D00 Falls	No	Town
Mar 25	17D00 Falls	Yes	County
Mar 28	31D00 Unconscious fainting	Yes	Town
Mar 28	32B00 Unknown problem man down	No	Town
Mar 29	10D00 Chest pain	Yes	county

**Training**

- NFPA 1001 level 1 firefighter continues
- NFPA 1021 level 1 fire officer continues
- NFPA 470 hazmat operations starts
- Wild land tools and maintenance
- Vehicle operations and driving
- Advanced first aid, Medical First Responder
- Alberta Alert Refresher training, online

**Other**

- Members are having Engine 1 restored to safe driving conditions, cost est. \$25,000. 00
- Woodlands Fire Department, proctor NFPA 470 Awareness testing and evaluation.

Total membership 51, 51 responding, 3 juniors. 1 left due to becoming a mother.