



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JANUARY 28, 2025 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 – January 14, 2025
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Sgt. Hack, RCMP Barrhead Detachment
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Monthly Bank Statement for the month ended November 30, 2024
 - (b) Monthly Bank Statement for the month ended December 31, 2024
 - (c) Appointment of Subdivision & Development Appeal Board Members
 - (d) Revised Policy 25-23-005, Appendix A – Barrhead Fire Services Pay Schedule
8. Reports
 - (a) Council Reports
 - (b) CAO's Report to December 31, 2024 (provided at meeting)

9. Minutes
 - (a) Twinning Committee Meeting Minutes – January 13, 2025

10. Bylaw
 - (a) Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw

11. Correspondence Items
 - (a) There are no Correspondence Items

12. For the Good of Council

13. Tabled Items

14. Closed Session

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JANUARY 14, 2025,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Crs: T. Assaf, D. Kluin, R. Klumph, A. Oswald, D. Sawatzky and D. Smith

Officials: Collin Steffes, CAO, Jennifer Mantay, Director of Corporate Services and Jenny Bruns, Director of Planning, Economic Development & Legislative Services

OTHERS Barry Kerton, Barrhead Leader

ABSENT Mayor McKenzie

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

AGENDA The agenda was reviewed.

001-25 Moved by Cr. Klumph that the agenda be accepted with the following amendments:

- 8(a) Council Reports – Family Community Support Services
- 10(b) Rescind Bylaw 03-2024, Fees and Rates Bylaw

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of December 10, 2024 and the Town Council Special Meeting of December 16, 2024, were reviewed.

002-25 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of December 10, 2024 be approved with the following amendments:

- Amend Motion 409-24: remove words “that Administration recommends”.
- Amend Motion 410-24: remove words “that Administration recommends”.

CARRIED UNANIMOUSLY

003-25 Moved by Cr. Klumph that the Minutes of the Town Council Special Meeting of December 16, 2024 be approved as presented.

CARRIED UNANIMOUSLY

DELEGATION – PEMBINA HILLS SCHOOL BOARD TRUSTEES

Deputy Mayor Smith and Council welcomed Mr. David Truckey, Board Chair, Trustees Ms. Judy Lefebvre and Ms. Victoria Kane from the Pembina Hills School Board at 5:31 p.m.

The delegation would like to provide Council with an update on the Pembina Hills School Division operations. They talked about the enrollment utilization rates, the right-sizing and high school modernization project, the vehicle “Fly Bys” (not stopping for school buses), and Vista Virtual enrollments.

Deputy Mayor Smith and Council thanked Mr. David Truckey, Board Chair, Trustees Ms. Judy Lefebvre and Ms. Victoria Kane for their presentation.

004-25 Moved by Cr. Assaf that Council accepts the presentation from the Pembina Hills School Board, Mr. David Truckey, Board Chair, Trustees Ms. Judy Lefebvre and Ms. Victoria Kane as information.

CARRIED UNANIMOUSLY

EXITED Mr. David Truckey, Board Chair, Trustees Ms. Judy Lefebvre and Ms. Victoria Kane exited the Chambers at 6:06 p.m.

**RESCIND POLICY 12-030, DECORATIVE
CROSSWALK POLICY**

For Council to consider rescinding Policy 12-030, the Decorative Crosswalk Policy following the passing of Bylaw 08-2024, Neutral Space Bylaw.

005-25 Moved by Cr. Klumph that Council rescind Decorative Crosswalk Policy 12-030.

CARRIED UNANIMOUSLY

**2025 MUNICIPAL
ELECTION**

For Council to appoint a Returning Officer and Substitute Returning Officer for the 2025 municipal election.

006-25 Moved by Cr. Kluin that Council appoints Jennifer Mantay as Returning Officer for the purpose of conducting the 2025 municipal election.

CARRIED UNANIMOUSLY

007-25 Moved by Cr. Oswald that Council appoints Stacey Lane as Substitute Returning Officer for the purpose of conducting the 2025 municipal election.

CARRIED UNANIMOUSLY

**2025 FINAL OPERATING
AND CAPITAL BUDGETS**

For Council to approve the 2025 Final Operating and Capital Budgets, as presented.

008-25 Moved by Cr. Assaf that Council adopt the 2025 Operating Budget with Revenues of \$16,696,710.00 and Expenses of \$16,680,680.00, plus the amortization expense budget of \$2,120,800.00, for a surplus of \$16,030.00, as presented which includes an increase of 1% to the municipal portion of the residential, non-residential, farmland and machinery and equipment property tax rates for 2025.

CARRIED UNANIMOUSLY

009-25 Moved by Cr. Klumph that Council adopt the 2025 Capital Budget with Revenues and Expenses Budgets totaling \$4,017,990.00, as presented.

CARRIED UNANIMOUSLY

**APPOINTMENT TO THE BARRHEAD
PUBLIC LIBRARY BOARD**

For Council to consider an appointment to the Barrhead Public Library was reviewed.

010-25 Moved by Klumph that Council appoint Mr. Dustin Clarke as a member-at large to the Barrhead Public Library Board, for a three-year term from January 1, 2025 to December 31, 2027.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of January 14, 2025, were reviewed:

- Agricultural Society
- Chamber of Commerce
- Library Board
- Twinning Committee
- Family Community Support Services

011-25 Moved by Cr. Assaf that the following Reports to Council as of January 14, 2025, be accepted as information and as presented:

- Agricultural Society
- Chamber of Commerce
- Library Board
- Twinning Committee
- Family Community Support Services

CARRIED UNANIMOUSLY

012-25 Moved by Cr. Sawatzky that the Council Action List to December 31, 2024 be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family & Community Support Services – November 21, 2024

013-25 Moved by Cr. Kluin that the Minutes to Council be accepted as information and as presented.

- Barrhead & District Family & Community Support Services – November 21, 2024

CARRIED UNANIMOUSLY

**BYLAW 01-2025, RATES AND
FEES BYLAW**

To present Bylaw 01-2025, Rates & Fees Bylaw for Council's review, consideration and formal adoption.

014-25 Moved by Cr. Oswald that Council passes the first reading of Bylaw 01-2025, Rates & Fees Bylaw, as presented.

CARRIED UNANIMOUSLY

015-25 Moved by Cr. Klumph that Council passes the second reading of Bylaw 01-2025, Rates & Fees Bylaw, as presented.

CARRIED UNANIMOUSLY

016-25 Moved by Cr. Assaf that Bylaw 01-2025, Rates & Fees Bylaw be presented for the third reading.

CARRIED UNANIMOUSLY

017-25 Moved by Cr. Sawatzky that Council passes the third reading of Bylaw 01-2025, Rates & Fees Bylaw, as presented.

CARRIED UNANIMOUSLY

**RESCIND BYLAW 03-2024, FEES
AND RATES BYLAW**

For Council to consider rescinding Bylaw 03-2024, Fees and Rates Bylaw.

018-25 Moved by Cr. Assaf that Council rescind Bylaw 03-2024, Fees and Rates Bylaw.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEM**

The following correspondence item was reviewed:

Letter dated November 20, 2024 from Honourable Mike Ellis, Deputy Premier of Alberta, Minister of Public Safety and Emergency Services, advising of legislative changes to the police governance of Alberta.

019-25 Moved by Cr. Klumph that Council accept the letter dated November 20, 2024 from Honourable Mike Ellis, Deputy Premier of Alberta, Minister of Public Safety and Emergency Services, advising of legislative changes to the police governance of Alberta, as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Assaf to recognize Cr. Sawatzky for Careers Next Generation Community Partner Award.

Cr. Kluin stated congratulations on the New Year's Eve fireworks display.

ADJOURN

020-25 Moved by Cr. Kluin that the Council Meeting be adjourned at 6:38 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Deputy Mayor, Don Smith

CAO, Collin Steffes

REQUEST FOR DECISION

To: Town Council

From: Collin Steffes, CAO

Date: January 28, 2025

Re: 5:30 p.m. Delegation – Sgt. Colin Hack, representing the RCMP Barrhead Detachment

1.0 PURPOSE:

In discussion with the local RCMP Detachment, review and discuss the community's quarterly Crime Statistic Report.

2.0 BACKGROUND AND DISCUSSION:

Sgt. Colin Hack made himself available to meet with Council to present the RCMP Crime statistics for the Barrhead Provincial Detachment for 2024.

3.0 ALTERNATIVES:

3.1 Council accepts Sgt. Colin Hack's presentation on the Barrhead Provincial Detachment Crime Statistics Report from 2024.

3.2 Council tables the Barrhead Provincial Detachment Crime Statistics Report from 2024 and request further information from Sgt. Colin Hack.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Maintaining communication with the local RCMP Detachment is very important.

8.0 ATTACHMENTS:

8.1 Crime Statistics from the Barrhead Provincial Detachment 2024 and RCMP Provincial Policing Report dated July - September 2024.

9.0 RECOMMENDATION:

Motion that Council accepts Sgt. Colin Hack's presentation on the Barrhead Provincial Detachment 2024 and RCMP Provincial Policing Report dated July - September 2024 as information.

(original signed by the CAO)

Collin Steffes
CAO



2024-11-08

Mayor McKenzie
Barrhead, AB

Dear Dave,

Please find attached the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Barrhead RCMP.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. As the deployment of BWCs to each detachment will take approximately 12-18 months, I will reach out to inform you of when you are expected to receive it. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt. Colin Hack
NCO i/c
Barrhead Detachment





Barrhead Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		11	8	7	3	0	-100%	-100%	-2.7
Drug Enforcement - Trafficking		5	4	8	1	2	-60%	100%	-0.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		16	12	15	4	2	-88%	-50%	-3.6
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		2	0	2	2	0	-100%	-100%	-0.2
TOTAL FEDERAL		18	13	17	6	2	-89%	-67%	-3.9
Liquor Act		9	2	5	4	1	-89%	-75%	-1.4
Cannabis Act		3	2	2	1	0	-100%	-100%	-0.7
Mental Health Act		30	9	25	37	40	33%	8%	4.8
Other Provincial Stats		60	50	58	47	33	-45%	-30%	-5.7
Total Provincial Stats		102	63	90	89	74	-27%	-17%	-3.0
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		18	26	25	17	18	0%	6%	-0.9
Total Municipal		18	26	25	17	18	0%	6%	-0.9
Fatals		0	0	1	1	0	N/A	-100%	0.1
Injury MVC		1	11	9	9	12	1100%	33%	2.0
Property Damage MVC (Reportable)		71	63	64	65	39	-45%	-40%	-6.2
Property Damage MVC (Non Reportable)		7	7	4	5	5	-29%	0%	-0.6
TOTAL MVC		79	81	78	80	56	-29%	-30%	-4.7
Roadside Suspension - Alcohol (Prov)		0	5	5	1	5	N/A	400%	0.6
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		469	510	492	574	264	-44%	-54%	-34.6
Other Traffic		2	4	1	1	2	0%	100%	-0.3
Criminal Code Traffic		40	18	23	5	5	-88%	0%	-8.3
Common Police Activities									
False Alarms		12	19	19	17	15	25%	-12%	0.4
False/Abandoned 911 Call and 911 Act		38	25	18	28	24	-37%	-14%	-2.5
Suspicious Person/Vehicle/Property		87	76	96	70	69	-21%	-1%	-4.2
Persons Reported Missing		8	7	8	8	4	-50%	-50%	-0.7
Search Warrants		0	1	2	3	0	N/A	-100%	0.2
Spousal Abuse - Survey Code (Reported)		18	20	21	23	12	-33%	-48%	-0.9
Form 10 (MHA) (Reported)		5	1	3	4	3	-40%	-25%	-0.1



Barrhead Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		6	1	1	5	1	-83%	-80%	-0.6
Other Sexual Offences		3	0	0	10	0	-100%	-100%	0.4
Assault		21	22	29	23	30	43%	30%	1.9
Kidnapping/Hostage/Abduction		1	0	0	1	0	-100%	-100%	-0.1
Extortion		0	2	1	6	1	N/A	-83%	0.6
Criminal Harassment		6	4	4	6	8	33%	33%	0.6
Uttering Threats		10	14	15	8	23	130%	188%	2.0
TOTAL PERSONS		48	43	50	59	63	31%	7%	4.6
Break & Enter		35	26	31	43	6	-83%	-86%	-4.1
Theft of Motor Vehicle		25	37	27	22	10	-60%	-55%	-4.5
Theft Over \$5,000		11	8	3	3	3	-73%	0%	-2.1
Theft Under \$5,000		45	47	38	46	20	-56%	-57%	-5.1
Possn Stn Goods		23	18	8	10	4	-83%	-60%	-4.6
Fraud		12	10	12	15	12	0%	-20%	0.5
Arson		5	5	6	3	0	-100%	-100%	-1.2
Mischief - Damage To Property		19	23	30	16	16	-16%	0%	-1.3
Mischief - Other		4	8	8	3	7	75%	133%	0.1
TOTAL PROPERTY		179	182	163	161	78	-56%	-52%	-22.3
Offensive Weapons		5	0	8	5	3	-40%	-40%	0.1
Disturbing the peace		10	13	13	11	9	-10%	-18%	-0.4
Fail to Comply & Breaches		39	26	27	29	16	-59%	-45%	-4.3
OTHER CRIMINAL CODE		15	13	12	7	7	-53%	0%	-2.2
TOTAL OTHER CRIMINAL CODE		69	52	60	52	35	-49%	-33%	-6.8
TOTAL CRIMINAL CODE		296	277	273	272	176	-41%	-35%	-24.5



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Barrhead

Detachment Commander

Sgt. Colin Hack

Report Date

November 8, 2024

Fiscal Year

2024-25

Quarter

Q2 (July - September)

Community Priorities

Priority #1: Intelligence-led policing - Prolific/Habitual offender management**Updates and Comments:**

For the second quarter, Prolific/Habitual offender management initiative, Barrhead RCMP conducted 61 prolific offender checks, with 4 checks resulting in charges.

The 4 checks resulting in charges, came as a result of two prolific offenders, who had recently moved into the area, one since leaving the jurisdiction and the second remaining on warrant status.

Priority #2: Enhance Public Confidence and Engagement - Visibility of Police**Updates and Comments:**

1 townhall meeting and 3 coffee with cops within the community. Town and both municipalities.





Community Consultations

Consultation #1

Date	Meeting Type
September 10, 2024	Meeting with Elected Officials
Topics Discussed Regular Reporting/Information Sharing; Annual Planning	
Notes/Comments: Two members attended meeting with Town of Barrhead Councilors. Also spoke about Police visibility, curfew checks and stats sharing.	

Consultation #2

Date	Meeting Type
September 12, 2024	Meeting with Elected Officials
Topics Discussed Crime Reduction Initiatives; Regular Reporting/Information Sharing	
Notes/Comments: Detachment Commander attended BARCC Meeting with representatives from the Town of Barrhead and County of Barrhead, as well, as Rural Crime Watch.	





Crime Statistics

The following table provides policing statistics on actual offences within the periods listed. Please see the Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
Total Criminal Code	272	176	- 35%	834	982	+ 18%
Persons Crime	59	63	+ 7%	192	207	+ 8%
Property Crime	161	78	- 52%	473	573	+ 21%
Other Criminal Code	52	35	- 33%	169	202	+ 20%
Drugs Offences	4	2	- 50%	42	17	- 60%
Total Federal Acts	6	2	- 67%	50	31	- 35%
Total Provincial Acts ⁴	89	74	- 17%	293	342	+ 17%
Municipal By-Laws	17	18	+ 6%	54	51	- 6%
Motor Vehicle Collisions	80	56	- 30%	364	376	+ 3%
Total Traffic Offences	580	271	- 53%	2,034	2,032	0%
Provincial Code Traffic	574	264	- 54%	1,981	2,010	+ 1%
Criminal Code Traffic	5	5	0%	51	19	- 63%
Other Traffic	1	2	+ 100%	2	3	+ 50%

Notes:

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

Trends / Points of Interest





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	10	9	1	0
Detachment Support	3	3	0	0

Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the ten established positions, nine officers are currently working with one officer on special leave (Medical). There are no hard vacancies.

Detachment Support: Of the three support positions, all three resources are currently working with none on special leave. There are no hard vacancies.



REQUEST FOR DECISION

To: Town Council

From: Collin Steffes, CAO

cc: File

Date: January 28, 2025

Re: Monthly Bank Statement – for month ending November 30, 2024

1.0 PURPOSE:

To approve the Monthly Bank Statement for the month ending November 30, 2024.

2.0 BACKGROUND AND DISCUSSION:

None

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending November 30, 2024, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending November 30, 2024 and instructs Administration to provide further information at the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Monthly Bank Statement for month ending November 30, 2024.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending November 30, 2024, as presented.

(original signed by the CAO)

Collin Steffes
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED NOVEMBER 30, 2024**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	8,166,137.60	2,000,000.00
Receipts	1,167,456.35	
Interest	23,800.81	
Transfers from/to Term Deposits		2,500,000.00
Cancelled Cheques		
SUBTOTAL	9,357,394.76	4,500,000.00
Disbursements	3,579,747.03	
Debentures/Interest	0.00	
School Requisition	0.00	
Transfers from/to General	0.00	
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	5,777,647.73	4,500,000.00

PER BANK:		
Balance at end of month	5,697,209.00	4,500,000.00
Outstanding Deposits	219,810.71	
SUBTOTAL	5,917,019.71	4,500,000.00
Outstanding Cheques	139,371.98	
NET BALANCE AT END OF MONTH	5,777,647.73	4,500,000.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED NOVEMBER 30, 2024

<u>Financial Institution</u>		<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Scotiabank	\$	2,000,000.00	5.22	07-Jun-24	Maturity Date Dec. 9, 2024
Servus	\$	2,500,000.00	3.85	15-Nov-24	Maturity Date Feb. 15, 2025

REQUEST FOR DECISION

To: Town Council

From: Collin Steffes, CAO

cc: File

Date: January 28, 2025

Re: Monthly Bank Statement – for month ending December 31, 2024

1.0 PURPOSE:

To approve the Monthly Bank Statement for the month ending December 31, 2024.

2.0 BACKGROUND AND DISCUSSION:

None

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending December 31, 2024, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending December 31, 2024 and instructs Administration to provide further information at the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Monthly Bank Statement for month ending December 31, 2024.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending December 31, 2024, as presented.

(original signed by the CAO)

Collin Steffes
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED DECEMBER 31, 2024**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	5,777,647.73	4,500,000.00
Receipts	1,596,955.40	
Interest	18,253.61	
Transfers from/to Term Deposits		
Cancelled Cheques		
SUBTOTAL	7,392,856.74	4,500,000.00
Disbursements	2,912,615.59	
Debentures/Interest	0.00	
School Requisition	373,518.43	
Transfers from/to General	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	4,106,722.72	4,500,000.00

PER BANK:		
Balance at end of month	4,884,496.40	4,500,000.00
Outstanding Deposits	146,484.91	
SUBTOTAL	5,030,981.31	4,500,000.00
Outstanding Cheques	924,258.59	
NET BALANCE AT END OF MONTH	4,106,722.72	4,500,000.00

**TERM DEPOSIT SUMMARY
FOR MONTH ENDED DECEMBER 31, 2024**

<u>Financial Institution</u>		<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Scotiabank	\$	2,000,000.00	3.58	09-Dec-24	Maturity Date Jun. 9, 2025
Servus	\$	2,500,000.00	3.85	15-Nov-24	Maturity Date Feb. 15, 2025

REQUEST FOR DECISION

To: Town Council

From: Jenny Bruns, Director of Planning, Economic Development & Leg. Services

Date: January 28, 2025

Re: Subdivision & Development Appeal Board Appointments

1.0 **PURPOSE:**

For Council to consider appointments to the Subdivision & Development Appeal Board (SDAB).

2.0 **BACKGROUND AND DISCUSSION:**

Municipal Government Act Section 627(1) states:

*A Council must by bylaw
(a) establish a subdivision and development appeal board*

Town of Barrhead Bylaw 10-2019 states:

The Subdivision & Development Appeal Board shall consist of the following:

- a) One (1) shall be a member of Town Council*
- b) Two (1) shall be public members at large*
- c) One (1) alternate public member at large*

Council shall appoint by resolution 1 member of council for a 1-year term at the annual organizational meeting.

Council shall appoint by resolution 2 members at large and 1 alternate at an annual organizational meeting of council all for a 3 year term.

3.0 **Alternatives:**

3.1. No alternatives as this is a legislative requirement.

4.0 **Financial Implications:**

Training of board members required as per Section 627(3) of the *Municipal Government Act*.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Not applicable.

8.0 Attachments:

Not applicable.

9.0 Recommendations

Motion that Council appoint Mr. Rod Klumph as Council member to the Subdivision & Development Appeal Board, for a one-year term from January 1, 2025 to December 31, 2025.

Motion that Council appoint Gerry St. Pierre as a Member at Large to the Subdivision & Development Appeal Board, for a three-year term from January 1, 2025 to December 31, 2028.

Motion that Council appoint Dale Kluin as a Member at Large to the Subdivision & Development Appeal Board, for a three-year term from January 1, 2025 to December 31, 2028.

Motion that Council appoint Cheryl Callihoo as an Alternate Member at Large to the Subdivision & Development Appeal Board, for a three-year term from January 1, 2025 to December 31, 2028.

(original signed by the CAO)

Collin Steffes
CAO

REQUEST FOR DECISION

To: Town Council

From: Collin Steffes, CAO

cc: File

Date: January 28, 2025

Re: Revised Policy 25-23-005, Appendix A – Barrhead Fire Services Pay Schedule

1.0 PURPOSE:

For Council to approve the Revised Policy 25-23-005, Appendix A – Barrhead Fire Services Pay Schedule.

2.0 BACKGROUND AND DISCUSSION:

At the January 14, 2025, regular meeting of Council, Council approved the final 2025 Operating and Capital Budgets.

The 2025 Operating Budget included a 1.75% COLA increase for all staff. Policy 25-23-005, Appendix A, has incorporated this COLA increase for the members of the Volunteer Fire Department and requires Council approval.

A section has been added to the Policy that will permit the amendment of the policy annually to reflect approved COLA adjustments.

3.0 ALTERNATIVES:

3.1 Council approves Policy 25-23-005, Appendix A, Barrhead Fire Services Pay Schedule, as presented.

3.2 Council tables the proposed Policy 25-23-005, Barrhead Fire Services Pay Schedule, Appendix A, and instructs Administration to provide further information at the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

2025 COLA increase will be applied to all members of the Volunteer Fire Department.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

2025 COLA increase will be applied to all members of the Volunteer Fire Department.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited

8.0 ATTACHMENTS:

8.1 Policy 25-23-005, Appendix A, Barrhead Fire Services Pay Schedule.

9.0 RECOMMENDATION:

Council approves Policy 25-23-005, Appendix A, Barrhead Fire Services Pay Schedule

(original signed by the CAO)

Collin Steffes
CAO

Policy 25-23-005-Appendix “A” Barrhead Regional Fire Services Pay Schedule

On completion of the Class requirements in Policy 25-23-005 Appendix “B” the corresponding pay grid will be applied to the member’s monthly compensation.

The following Rates are effective as passed by Council effective January 1, 2025.

Training Level	Hourly Rate for 2025
Orientation/Probation:	\$17.48 \$17.79
Class 4 Fire Fighter	\$21.65 \$22.03
Class 3 Fire Fighter	\$23.88 \$24.30
Class 2 Fire Fighter	\$26.17 \$26.63
Class 1 Fire Fighter	\$28.46 \$28.96
Senior Fire Fighter	\$30.72 \$31.26

In addition to the paid per call, honorariums will be processed to senior staffing recognizing the additional responsibility on and off scene. The below are eligible should the position be filled by a paid-on-call member.

Captain	\$150.00 Monthly
Deputy Fire Chief (Acting) – 1 week or more	\$200.00 Monthly

(Monthly D/C honorariums will be paid weekly if member is acting on top of an hourly wage)

Weekend on call pay will consist of a flat rate of **\$37.50** Per weekend day
During the weekends from July 1st until Aug 31st and the weekend following Christmas and New Years the rate will be **\$62.50**

If there is a long weekend or stat holiday falling on any day during the week the Weekend on call rate will apply.

Hourly rates will be adjusted annually to coincide with approved Cost of Living adjustments.

Provincial deployments.

When formally requested by the Province, any firefighter deployed by the Barrhead Regional Fire Chief or his designate to a Provincial disaster will be reimbursed in accordance with the current Alberta Wildland Urban Interface Guidelines. The Alberta Wildland Urban Interface Guideline published hourly rate includes benefits and overtime. The hourly rate will be adjusted to account for benefits, overtime and that rate of pay will be provided to firefighters during a provincial deployment.

Full-time firefighters (salaried employees) will receive top up pay for the difference between their hourly wage and the reimbursement provided through the Alberta Wildland Urban Interface Guidelines.

A firefighter may only claim the Alberta Wildland Urban Interface Guideline or the Barrhead Regional Fire Service rate of pay.

Reimbursement will be processed once the deployment costs have been reconciled with the Province and will be subject to all required withholdings in accordance to Canada Revenue Agency policies.

This section of the policy, is retroactive to January 1, 2023.

(All the rates in this Appendix will be reviewed and approved by Council)

**COUNCIL REPORTS
AS OF JANUARY 28, 2025**

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

REQUEST FOR DECISION

To: Town Council
From: Collin Steffes, CAO
cc: File
Date: January 28, 2025
Re: Final CAO Report 2024 – Information Update

1.0 PURPOSE:

To provide Council with a summary of the Town’s Q4 2024 operations activity.

2.0 BACKGROUND AND DISCUSSION:

Historically, Town Council has been provided with a quarterly summary of several operational metrics from the municipality’s various divisions and departments. The current reporting format is in need of an update, which will be incorporated in future organizational updates to Council in 2025. The existing format has been used for this update to conclude the 2024 reporting cycle.

CAO Q4 2024 REPORT

Communications

This summary considers the Town of Barrhead’s website, the Better in Barrhead tourism website, and the Town’s social media performance. Compared to the same period in 2023, the Town’s website experienced significant growth, primarily from organic search traffic. Conversely, the Better in Barrhead website experienced a decline in users and engagement. This signals opportunities for targeted improvements. The Town’s social media platforms continued to perform well, with increased reach and engagement driven by posts related to bylaws and recreation activities.

Town of Barrhead Website Performance

- Key Metrics:
 - Total Users: 12,900 (+29.95% YoY)
 - Total Sessions: 21,463 (+44.84% YoY)
 - Average Engagement Time per User: 1m 05s (+5.5% YoY)
 - Engaged Sessions: 11,304 (+45.6% YoY) (26% generated by Neutrality interest)

- Top Pages Viewed:
 - Homepage: 7,537 views.
 - Pool Page: 3,834 views.
 - Neutrality Bylaw Information Page: 2,936 views generating 26% of site engaged sessions.

Better in Barrhead Website Performance

- Key Metrics:
 - Total Users: 3,817 (-23.15% YoY)
 - Total Sessions: 4,618 (-26.34% YoY)
 - Average Engagement Time per User: 30s (-16.48% YoY)
 - Engaged Sessions: 4,209 (-25.08% YoY)
- Top Pages Viewed:
 - Homepage: 1,200 sessions.
 - Events Calendar: 859 sessions.
 - Weddings and Groups Page: 156 sessions.

Social Media Performance (combined totals)

- Key Metrics:
 - Total Reach: 34,200 (+15.7% YoY)
 - Total Engagements: 2,300 (+12% YoY)
- Platform Highlights:
 1. Facebook: 20,000 reach; 1,400 engagements.
 2. Instagram: 12,000 reach; 700 engagements.
 3. Twitter/X: 2,200 reach; 200 engagements.
- Top Performing Posts:
 1. Neutrality Bylaw First Reading: 450 engagements; 125 shares.
 2. Aquafit Evening Classes Promotion: 320 engagements; 220 likes.

The Town of Barrhead’s digital presence has shown strong performance, particularly on the Town’s website and social media platforms. However, the decline in metrics for the Better in Barrhead website presents an opportunity for improvement through targeted campaigns and optimized content strategies. 2024 saw a growing number of competing projects, with some significant and unplanned ‘priorities’ (neutrality bylaw) often stretching communications resources beyond capacity to meet all defined service levels.

Development Services

Permit Type	Through December 2024		Through December 2023		Change Year Over Year	
	Permits	Values	Permits	Values	Permits	Values
Commercial*	19	\$ 14,864,400.00	12	\$ 2,990,158.78	58%	397%
Residential	18	\$ 2,015,251.00	22	\$ 828,500.00	-18%	143%
Institutional**	1	\$ 55,000,000.00	0	0	N/A	N/A
Direct Control	<u>0</u>	<u>0</u>	<u>1</u>	<u>\$ 20,000.00</u>	<u>-100%</u>	<u>-100%</u>
TOTALS	38	\$ 71,879,651.00	35	\$ 3,838,658.78	9%	1773%

Note: * 2024 **Commercial Development** values include \$12M development application for new RCMP building.

** 2024 **Institutional Development** values include \$55M development application for Barrhead High School renovations.

Development Services (cont'd):

While Barrhead has enjoyed a significant increase in the value of development locating in the Town in 2024, this increase can be attributed to 2 projects (RCMP building & High School Renovation) totaling \$67M. Both projects will provide local business and employment benefits and will serve to enhance services to Town residents. However, these projects will translate to no, or a partial, increase in municipal revenue (through property assessment) as both are fully or partially exempt from municipal taxes.

With these 2 projects excluded, the Town did realize steady development activity consistent with 2023, with 36 development permits. There was still a positive indicator with an increase of 27% in the of more 'common' development activity totaling \$4,879,651.00, up \$1,040,992.22 from 2023.

Enforcement Services

There were 64 new enforcement files generated through December 2024.

- Animal Control matters/Miscellaneous: 3
- Traffic Enforcement: 15 files (speeding, distracted driving, etc.)
- Bylaw Issues: 46 files

The department has been paying particular attention to seasonal duties, such as enforcing parking ban signage as well as encouraging sidewalk snow removal. Normal traffic enforcement continues. Extra focus has been placed on preventing and enforcing failure of vehicles to stop for school buses.

Emergency Services

During this reporting period, Emergency Services was comprised of 55 Total Members (48 responding, 2 new recruits, 3 maternity leaves, 2 leaves of absence), responding to 30 incidents.

Incidents through Dec 2024	Total	Incident hours	Person hours
Rubbish or grass Fires	1	1 hr 26 m	0 hr 0 m
Ambulance assist	22	16 hr 26 m	58 hr 27 m
False alarms	7	3 hr 47 m	14 hr 43 m
TOTAL	30	21 hr 39 m	73 hr 10 m

Of the 22 Ambulance assists, 4 events were responded to in Barrhead County and 18 events were responded to in the Town of Barrhead. Emergency Services arrived at 7 Ambulance assist events in advance of EMS.

Emergency Services participated in the following training, maintenance, and events:

- SCBA (forcible entry)
- Medical skills (ambulance orientation)
- Water supplies, engine operations
- Woodlands County Fire Department cross training (interior fire attack)
- Tender 34 pump repairs (completed)
- Polar parade (members participating and pictures with Santa)

- First Night Festival (cooked hot dogs & shot fireworks)

Parks & Recreation

In addition to day-to-day operations, the parks and recreation department was active, during this reporting period, supporting several holiday events including:

- Hosting Christmas activities in Agrena & Aquatics Centre
- Participated in and Marshalled Winter Parade
- Hosted First Night activities w/ fireworks
- Co-hosted First Night BBQ with Emergency Services (270 hotdogs)

The Regional Aquatics Centre saw the following usage through the December 2024 reporting period:

- 4,207 memberships scanned
- 3,772 drop in admissions paid (this counts each family as 1 unit, and does not include sponsored swims and rentals)
- 161 sponsored swims
- 73 toonie swims

TOTAL: 8,213

Parks and recreation also initiated the following work that has continued into 2025:

- Working on procedures and hazard assessments
- Extending outdoor rink connections
- Planning spring 2025 programs
- Hosting WHMIS 15 course
- Work on OHS action plan
- Major water line leak repair
- Initial contact with 2025 capital project contractors

Parks and recreation has the following events occurring in the next reporting period:

- PD Day Camp - January 31
- Paint night - January 31
- Valentines swim - February 14 (2 for 1 sweetheart swim)
- Free Family Day with sponsorship from Fortis Alberta

Public Works

During this reporting period, Public Works was called on to address some significant challenges with frequent weather changes, and an unexpected major utility repair. November and December saw several weather events of heavy snow, freezing rain, wind, and drastic changes in temperatures (freeze and thaw) that necessitated higher than normal rates of snow clearing and road maintenance.

In addition, a very significant water leak was detected in the Town's water system, with the precise location unknown, as there was no visible evidence of water a leak. The leak resulted in the water treatment plant equipment and staff needing operating at full capacity 24/7 to address the loss of water. A water consultant was engaged by the Town to pinpoint the location of the leak using specialized locating equipment. The leak was located and repaired in the beginning of December. Given the large scale of repair, some PW staff were

temporarily reassigned from snow clearing to support the road excavation and water line repair.

Administration has also been in numerous discussions with engineering consultant and Alberta Environment & Protected Areas to determine design alternatives to address new Provincial sewage treatment standards.

Other day to day operation activity throughout the whole town included:

- Blading snow
- Cleaned parking lots
- Cleaned sidewalks (skid steer)
- Shoveled sidewalks
- Sanding streets
- Cleared arena parking lot – front and back w/ snow piles removed
- Took pickled sand to landfill
- AB first call line locating
- Major water line leak repair
- Water reservoir leak repair
- Doubled waste collection duties through holiday season
- Most PW staff have completed workplace inspection training
- Leadership staff completed workplace incident investigation training
- Some staff completed hazard identification, assessment & control

3.0 ALTERNATIVES:

The CAO Q4 2024 Report is being presented as information. No alternatives are suggested.

4.0 FINANCIAL IMPLICATIONS:

None anticipated.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None anticipated.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None anticipated.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

None anticipated.

8.0 ATTACHMENTS:

None.

9.0 RECOMMENDATION:

That Council accept the CAO Q4 2024 Report as information.

(original signed by the CAO)
Collin Steffes
CAO

**BARRHEAD & DISTRICT TWINNING COMMITTEE MEETING
HELD MONDAY, JANUARY 13, 2025, AT 5:00 PM
IN THE TOWN COUNCIL CHAMBERS**

PRESENT Chairperson Rod Klumph, Cr. Walter Preugschas, Lynn Down, Leah Jackson, Dennis Wilkins, Cheryl Callihoo, Jenny Bruns and Gail Hove

EXCUSED Stephen Bablitz, Terra Golby and Elaine Dickie

CALL TO ORDER

Chairperson Rod Klumph called the meeting to order at 5:00 p.m.

**CONSIDERATION
OF AGENDA**

The agenda was reviewed and accepted with the following additions:

- 4(c) Administration Support
- 4(d) 35th Anniversary
- 4(e) Committee Budget

001-25 Moved by Lynn Down that the Agenda be accepted with the amendments.

CARRIED UNANIMOUSLY

**CONFIRMATION
OF MINUTES**

The Minutes of the Twinning Committee Meeting held November 13, 2024, were reviewed.

002-25 Moved by Cr. Walter Preugschas that the Minutes of the Twinning Committee Meeting held November 13, 2024, be accepted as presented.

CARRIED UNANIMOUSLY

**MARCH
DELEGATION**

The committee completed the itinerary for the March 2025 visit, the various members will arrange and make calls for all the tours.

Cheryl Callihoo informed the committee that Miwa Nakadai would like the students to experience more school time. She also stated that they would like to do a Town Office tour, Museum tour and farm tours.

Jennifer Kalmbach is the host for the girls and Bethany Kryger is the host for the boy, just waiting to get the volunteer packs back, so they have their proper checks in place. Dennis Wilkins to host the teacher.

**ADMINISTRATION
SUPPORT**

Cr. Walter Preugschas informed the committee that he has talked to Debbie Oyarzun, County CAO and she will discuss the potential of the County taking over administration of the Twinning Committee with Collin Steffes, Town CAO.

35th ANNIVERSARY CELEBRATION

Chairperson Rod Klumph will inform the guests at the Friendship Dinner about the 35th Anniversary celebration and trip held in Japan in 2026. The trip will be the end of July or beginning of August 2026, and those interested are to contact the Committee Chair. Committee will also advertise the trip opportunity in the Barrhead Leader.

**COMMITTEE
BUDGET**

Chairperson Rod Klumph stated that both Councils have approved the 2025 Twinning budget.

2025 PROJECTS

Dennis Wilkins stated that he has inquired about the school woodworking class to build a replacement pagoda. It would be built out of pressure treated wood, be 6-8 feet tall and would cost approximately \$1,000.00 for materials. Depending on the students, this could take 2 years to complete due to the spring semester ending before completion of the pagoda.

NEXT MEETING

The next meeting of the Twinning Committee will be Monday, February 10, 2025 at 5:00 p.m. in the Town of Barrhead Council Chambers.

CARRIED UNANIMOUSLY

ADJOURN

003-25 Moved by Leah Jackson to adjourn the meeting at 6:12 p.m.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Finance

Date: January 28, 2025

Re: Designated Manufactured Home Supplementary Assessment Bylaw

1.0 **PURPOSE:**

For Council to consider the Designated Manufactured Home Supplementary Assessment Bylaw.

2.0 **BACKGROUND AND DISCUSSION:**

A supplementary assessment is a tax notice that's sent to property owners in Alberta when the value of their property increases during the year due to new construction. This includes manufactured homes that are completed or placed during the tax year, to allow for pro-rated taxation. This bylaw will apply to designated manufactured homes only.

Municipal Government Act Section 313(1) states:

If a municipality wishes to require the preparation of supplementary assessments for improvements, the council must pass a supplementary assessment bylaw authorizing the assessments to be prepared for the purpose of imposing a tax under Part 10 in the same year.

3.0 **Alternatives:**

3.1. No alternatives as this is a legislative requirement.

4.0 **Financial Implications:**

Appropriate assessment of manufactured homes.

5.0 Interdepartmental Implications:

Assessor will prepare and send supplementary assessments to designated manufactured homes.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Not applicable.

8.0 Attachments:

Bylaw 02-2025 - Designated Manufactured Home Supplementary Assessment.

9.0 Recommendations

Motion that Council approve Bylaw 02-2025 – Designated Manufactured Home Supplementary Assessment Bylaw.

(original signed by the CAO)

Collin Steffes
CAO

BYLAW 02-2025

THE 2025 DESIGNATED MANUFACTURED HOME SUPPLEMENTARY ASSESSMENT BYLAW

A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE PREPARATION OF SUPPLEMENTARY ASSESSMENTS OF DESIGNATED MANUFACTURED HOMES IN THE TOWN OF BARRHEAD.

WHEREAS, Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000, and amendments thereto, a Council may pass a Bylaw authorizing the preparation of supplementary assessments, and;

WHEREAS, the Council of the Town of Barrhead, has deemed it in the best interests of the Town of Barrhead to pass a Bylaw authorizing the preparation of supplementary assessments of designated manufactured homes located in mobile home parks only;

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

1. That this Bylaw shall be referred to as the 2025 Designated Manufactured Home Supplementary Assessment Bylaw.
2. That the Assessor for the Town of Barrhead is hereby authorized and directed to prepare supplementary assessments of designated manufactured homes, located in mobile home parks for the taxation year 2025.
3. That Bylaw 01-2024 is hereby repealed.
4. That this Bylaw shall take full force and effect on the day of its final passing.

Read a first time this ___ day of _____, 2025.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Collin Steffes, CAO

Read a second time this ___ day of _____, 2025.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Collin Steffes, CAO

Read a third time this ___ day of _____, 2025 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Collin Steffes, CAO