

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, NOVEMBER 25, 2025,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor Assaf , C. Botros, D. Kluin, A. Oswald, D. Sawatzky and D. Smith

ABSENT S. Fylyshtan

Officials: Collin Steffes, CAO; Jenny Bruns, Director of Planning, Economic Development & Legislative Services; Jodie Lyons, Municipal Coordinator; Sheldon Flett, Director of Public Works; Mario Acevedo, Utility Operator, and Shallon Touet, Director of Parks and Recreation.

OTHERS Barry Kerton, Barrhead Leader; Sgt. Hack, Barrhead RCMP, Tyler Batdorf, CAO, and Mira Agnew, Administrative Assistant of Barrhead and District Social Housing Association. Also, Ryan Wirsz, P. Eng. Project Manager, Associated Engineering, Ed LeBlanc, Manager of Barrhead Regional Water Commission

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

AGENDA The agenda was reviewed.

342-25 Moved by Cr. Sawatzky that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Organizational Meeting of October 28, 2025, were reviewed.

343-25 Moved by Cr. Oswald that the Minutes of the Town Council Organizational Meeting of October 28, 2025, be approved as presented.

CARRIED UNANIMOUSLY

The Minutes of the Town Council Regular Meeting of October 28, 2025, were reviewed.

344-25 Moved by Cr. Botros that the Minutes of the Town Council Regular Meeting of October 28, 2025, be approved as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

BARRHEAD RCMP

Mayor Assaf and Council welcomed Sgt. Hack from Barrhead RCMP at 5:32 p.m.

Sgt. Hack presented recent quarter statistics for calls and activities the detachment has been responding to. Included an increase in fraud attempts, and increase in mental health calls. He also informed Council the detachment is currently operating with four vacancies. He opened an invitation to Council to tour the RCMP's Real-Time Operations Centre at the K Division in Edmonton.

EXITED Mayor Assaf and Council thanked Sgt. Hack from Barrhead RCMP and he exited Chambers at 5:45 p.m.

345-25 Moved by Cr. Kluin that the presentation from Barrhead RCMP is accepted as presented.

CARRIED UNANIMOUSLY

**BARRHEAD & DISTRICT
SOCIAL HOUSING**

Mayor Assaf and Council welcomed Tyler Batdorf, CAO, and Mira Agnew, Administrative Assistant of Barrhead and District Social Housing at 5:46 p.m.

Tyler Batdorf and Mira Agnew presented information about the Agency and the facilities and types of amenities and levels services they provide. They also spoke about the applicant waitlists to move into units.

EXITED Mayor Assaf and Council thanked Mr. Batdorf and Mira Agnew from Barrhead and District Social Housing and they exited Chambers at 6:18 p.m.

346-25 Moved by Cr. Sawatzky that Council accepts Barrhead and District Social Housing's presentation as information.

CARRIED UNANIMOUSLY

OLD BUSINESS

**BARRHEAD LAGOON
UPGRADES**

ENTERED Mr. Ryan Wirsz, P. Eng. Project Manager, Associated Engineering; entered the Meeting via video-conferencing at 6:21 p.m.

Mr. Wirsz, Mr. Flett, and Mr. Acevedo presented to inform Council of the new requirements by Alberta Environment and Protected Areas (AEPA) to treat sanitary water to address stricter effluent limits impacting treated water being discharged into natural water ways. Asking Council to consider the methodology, funding, and advocacy plan to address the upgrades.

EXITED Mr. Ryan Wirsz, P. Eng. Project Manager, Associated Engineering; exited the meeting at 7:08 p.m.

347-25 Moved by Cr. Smith that Council direct Administration to apply to the Alberta Municipal Water/Wastewater Partnership (AMWWP) program for funding to fully cover the estimated \$2.97 million cost of engineering design for an AL-SAGR wastewater treatment system upgrade, as part of a capital project with an estimated total cost of \$19.78 million.

CARRIED UNANIMOUSLY

348-25 Moved by Cr. Oswald that Council authorize Administration to forward the attached letter to the Minister of Alberta Environment and Protected Areas to formally advise the Province of the financial impacts the Town of Barrhead is experiencing as a result of enhanced provincial effluent treatment standards.

CARRIED UNANIMOUSLY

349-25 Moved by Cr. Sawatzky that Council authorize Administration to assume an AL-SAGR approach for the purposes of predesign discussions with Alberta Environment and Protected Areas (AEPA) and the associated engineering design, subject to the Town of Barrhead obtaining full grant funding to cover these costs.

CARRIED UNANIMOUSLY

NEW BUSINESS

**BARRHEAD REGIONAL WATER
COMMISSION GRANT APPLICATION**

ENTERED Mayor Assaf welcomed Mr. Ed LeBlanc, Manager of Barrhead Regional Water Commission at 7:11 p.m.

Ed LeBlanc, Manager of the Barrhead Regional Water Commission presented to Council requesting their support to submit an operating grant application to Alberta Municipal Affairs for funding of the Barrhead Regional Raw Water Supply Assessment – Phase 2 project and to additionally support the request by assigning the Town of Barrhead as the managing partner of the grant.

350-25 Moved by Cr. Sawatzky that Council support Barrhead Regional Water Commission's application to Alberta Municipal Affairs under its Alberta Community Partnership Program for an operating grant of \$200,000.00.

CARRIED UNANIMOUSLY

351-25 Moved by Cr. Kluin that Council support Barrhead Regional Water Commission's request to list the Town of Barrhead as the Managing Partner of the grant application and direct Administration to perform as such.

CARRIED UNANIMOUSLY

EXITED Ed LeBlanc, Manager of the Barrhead Regional Water Commission exited Chambers at 7:15 p.m.

RECESSED

352-25 Moved by Cr. Kluin that the meeting be recessed at 7:15 p.m.

RECONVENED

353-25 Moved by Cr. Sawatzky that the meeting be reconvened at 7:45p.m.

**ALL-SKILLS BIKE PARK
PROJECT UPDATE**

Shallon Touet, Director of Parks and Recreation presented to Council an update on the completion of the All-Skills Bike Park.

354-25 Moved by Cr. Kluin that Council accept the presented report as information.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENT
ENDING SEPTEMBER 30, 2025**

Collin Steffes, CAO presented to Council to accept the Monthly Bank Statement to September 30, 2025 as presented.

355-25 Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to September 30, 2025, as information.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENT
ENDING OCTOBER 31, 2025**

Collin Steffes, CAO presented to Council to accept the Monthly Bank Statement to October 31, 2025 as presented.

356-25 Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to October 31, 2025, as information.

CARRIED UNANIMOUSLY

**BACKYARD CHICKEN
DISCUSSION**

Jenny Bruns, Director of Planning, Economic Development and Legislative Services presented to Council to reintroduce the idea of having backyard chickens within the Town of Barrhead.

357-25 Moved by Councillor Smith that Council direct Administration to draft a bylaw permitting backyard chickens in the Town of Barrhead, and to review the Land Use Bylaw definitions for livestock and chickens. If ambiguity exists, Administration shall prepare the required Land Use Bylaw amendment and hold a public hearing prior to presenting the Backyard Chicken Bylaw.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of November 25, 2025, were reviewed:

- (a) Family and Community Support Services – Cr. Oswald
- (b) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (c) Barrhead Chamber of Commerce – Cr. Oswald
- (d) Municipal Planning Commission – Cr. Oswald and Cr. Botros
- (e) Barrhead Regional Water Commission – Cr. Oswald
- (f) Barrhead Accessibility Coalition – Cr. Kluin
- (g) Barrhead Regional Airport Committee – Cr. Kluin and Cr. Botros
- (h) Twinning Committee – Cr. Botros
- (i) Barrhead Library Board – Cr. Botros
- (j) Community Futures Yellowhead East – Cr. Botros

358-25 Moved by Cr. Smith that the following Reports to Council as of November 25, 2025, be accepted as information:

- (a) Family and Community Support Services – Cr. Oswald
- (b) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (c) Barrhead Chamber of Commerce – Cr. Oswald
- (d) Municipal Planning Commission – Cr. Oswald and Cr. Botros
- (e) Barrhead Regional Water Commission – Cr. Oswald
- (f) Barrhead Accessibility Coalition – Cr. Kluin
- (g) Barrhead Regional Airport Committee – Cr. Kluin and Cr. Botros
- (h) Twinning Committee – Cr. Botros
- (i) Barrhead Library Board – Cr. Botros
- (j) Community Futures Yellowhead East – Cr. Botros

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Community Futures Yellowhead East – June 18, 2025
- County of Barrhead – October 28, 2025
- County of Barrhead – November 4, 2025

359-25 Moved by Cr. Oswald that Council accept the minutes as information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

**AHS TREE OF HOPE
REQUEST LETTER**

Collin Steffes, CAO, presented a letter received from Alberta Health Services requesting support towards their Tree of Hope fundraising campaign.

360-25 Moved by Cr. Kluin that Council accept the correspondence as information.

CARRIED UNANIMOUSLY

**INTERNATIONAL DAY FOR
PERSONS WITH DISABILITIES**

Cr. Kluin presented a letter inviting attendance the public and Council to attend the International Day for Persons with Disabilities pancake breakfast on Wednesday, December 3 from 9:00 am to 11:30 am at the Barrhead Senior Drop In-Centre.

361-25 Moved by Cr. Oswald that Council accept the correspondence as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

- Cr. Kluin thanked the Barrhead Exhibition Association and Agricultural Society for hosting the Empowering Minds dinner with Ian Miller. The event was an impactful evening.
- Mayor Assaf commended Administration for encouraging and facilitating Town Staff and the Fire Department to attend the Empowering Minds presentations. It was a powerful meeting and an emotional presentation that encouraged the importance of supporting family and neighbors in an effort to further suicide prevention in our community.
- CAO, Collin Steffes, informed Council of the collaboration between Town Enforcement Services and Administration with the Co-op and FCSS to Cram-a-Cruiser. The event will be held on Friday, December 5, 2025 from 9:00 a.m. to 4:00 p.m.
- Cr. Botros extended her gratitude to Town Administration for being helpful and supporting her onboarding as a Councillor at the Town.

TABLED ITEM

**BARRHEAD PUBLIC LIBRARY
2026 BUDGET**

Collin Steffes, presented to Council to review additional information from tabled motion 332-25 and consider approving the Barrhead Public Library 2026 Operating Budget.

362-25 Moved by Cr. Sawatzky that Council approves the 2026 Barrhead Public Library Operating Budget as presented.

CARRIED UNANIMOUSLY

ADJOURN

363-25 Moved by Cr. Oswald that the Council Meeting be adjourned at 8:26 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes