

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, APRIL 23, 2024,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services

**OTHERS:** Barry Kerton, Barrhead Leader

**ABSENT**

**CALL TO ORDER**

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

**AGENDA**

The agenda was reviewed.

130-24

Moved by Cr. Assaf that the agenda be accepted with the following amendments:

- 7(e) Proclamation – Alberta Rural Health Week, May 27 – 31

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Town Council Regular Meeting of April 9, 2024, were reviewed.

131-23

Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of April 9, 2024 be approved as presented.

CARRIED UNANIMOUSLY

**DELEGATION**

Mayor McKenzie and Council welcomed Ms. Michelle Jones from Community Futures Yellowhead East virtually at 5:31 p.m.

Ms. Michelle Jones reviewed and discussed the 2024 Annual Stakeholders Report as presented by the Community Futures Yellowhead East.

**EXITED**

Mayor McKenzie and Council thanked Ms. Michelle Jones for her presentation and she terminated the virtual connection from the Chambers at 6:01 p.m.

132-24

Moved by Cr. Sawatzky that Council accepts the presentation on the 2023-2024 Annual Review from Ms. Michelle Jones from Community Futures Yellowhead East, as information.

CARRIED UNANIMOUSLY

**ROAD CLOSURE EXTENTION REQUEST**

Council granted the previous road closure request to April 22, 2024. For Council to authorize the extension request for the temporary closure of the Service Road along 49<sup>th</sup> Street between 59<sup>th</sup> Avenue and 61<sup>st</sup> Avenue.

133-24

Moved by Cr. Sawatzky that Council authorize the temporary closure of the Service Road along 49<sup>th</sup> Street between 59<sup>th</sup> Avenue and 61<sup>st</sup> Avenue to the end of April 2024.

CARRIED UNANIMOUSLY

**BANK  
STATEMENT**

The Monthly Bank Statement for the month ended March 31, 2024, was received.

134-24 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended March 31, 2024, as presented.

CARRIED UNANIMOUSLY

**MEMBER-AT-LARGE FOR THE  
TWINNING COMMITTEE**

For Council to appoint a member-at-large to the Twinning Committee, was received.

135-24 Moved by Cr. Klumph that Council appoints Mr. Dennis Wilkins as a member-at-large to the Twinning Committee to December 31, 2025.

CARRIED UNANIMOUSLY

**POLICIES AMENDMENTS  
AND DELETIONS**

For Council to consider the revisions or the deletions of several current policies, was received.

136-24 Moved by Cr. Klumph that Council approve the deletion of Policy 12-002, Materials and Services Fees.

CARRIED UNANIMOUSLY

137-24 Moved by Cr. Klumph that Council approve the amendments of Policy 12-003, Recovery of NSF Cheques, as presented.

CARRIED UNANIMOUSLY

138-24 Moved by Cr. Oswald that Council approve the amendments of Policy 12-015, Employee Health and Wellness, as presented.

CARRIED UNANIMOUSLY

139-24 Moved by Cr. Kluin that Council approve the amendments of Policy 31-001, Personal Protective Equipment, as presented.

CARRIED UNANIMOUSLY

140-24 Moved by Cr. Assaf that Council approve the amendments of Policy 41-003, Pre-Authorized Utility Payments, as presented.

CARRIED UNANIMOUSLY

141-24 Moved by Cr. Kluin that Council approve the amendments of Policy 61-003, Encroachment on Public Lands, as presented.

CARRIED UNANIMOUSLY

142-24 Moved by Cr. Kluin that Council approve the deletion of Policy 72-005, Advertising Banner.

CARRIED UNANIMOUSLY

**PROCLAMATION – ALBERTA  
DISABILITY SERVICES PROFESSIONAL  
APPRECIATION WEEK MAY 20-26, 2024**

For Council to consider proclaiming the week of May 20-26, 2024 as Alberta Disability Services Professional Appreciation Week, was received.

143-24 Moved by Cr. Assaf that Council proclaims May 20-26, 2024 as Alberta Disability Services Professional Appreciation Week.

CARRIED UNANIMOUSLY

144-24 Moved by Cr. Assaf that Council amends Policy 12-013, Declarations and Proclamations, to include Alberta Disability Services Professional Appreciation Week for the month of May.

CARRIED UNANIMOUSLY

145-24 Moved by Cr. Assaf that Council proclaims May 27-May 31 as Alberta Rural Health Week.

CARRIED UNANIMOUSLY

146-24 Moved by Cr. Assaf that Council amends Policy 12-013, Declarations and Proclamations, to include Alberta Rural Health Week for the month of May/June.

CARRIED UNANIMOUSLY

**COUNCIL  
REPORTS**

The following Reports to Council, were reviewed:

- Barrhead & District Social Housing Association
- Community Futures Yellowhead East
- Family & Community Support Services
- Library Board
- Council Action List to March 26, 2024

147-24 Moved by Cr. Smith that the following Reports to Council, be accepted as information and as presented:

- Barrhead & District Social Housing Association
- Community Futures Yellowhead East
- Family & Community Support Services
- Library Board

CARRIED UNANIMOUSLY

148-24 Moved by Cr. Klumph that the Council Action List to March 26, 2024 be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO  
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Social Housing Association – March 1, 2024
- Barrhead & District Social Housing Association – April 2, 2024
- Barrhead & District Chamber of Commerce – April 10, 2024

149-24 Moved by Cr. Sawatzky that the Minutes to Council be accepted as information and as presented.

- Barrhead & District Social Housing Association – March 1, 2024
- Barrhead & District Social Housing Association – April 2, 2024
- Barrhead & District Chamber of Commerce – April 10, 2024

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Cr. Klumph congratulated the Volunteer Appreciation award winners. He also thanked those who developed the Barrhead Resource Guide as it was very well done.

**RECESSED**

150-24 Moved by Cr. Smith to recess the meeting at 6:33 p.m.

CARRIED UNANIMOUSLY

**EXITED** Cheryl Callihoo, Director of Development & Legislative Services exited the Chambers at 6:33 p.m.

**RECONVENED**

151-24 Moved by Cr. Smith to reconvene the meeting at 6:59 p.m.

CARRIED UNANIMOUSLY

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

152-24 Moved by Cr. Assaf that Council go in closed session at 7:00 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED SESSION**

153-24 Moved by Cr. Sawatzky that the Council come out of closed session at 7:30 p.m.

CARRIED UNANIMOUSLY

154-24 Moved by Cr. Smith that Council extends the current Chief Administrative Officer's employment agreement until such time as a new Chief Administrative Officer is appointed and is in the position to commence their new duties.

CARRIED UNANIMOUSLY

155-24 Moved by Cr. Assaf that Council engages the services of James Davies of DCG Executive Search Services Ltd. to assist the Town of Barrhead in securing a new Chief Administrative Officer.

CARRIED UNANIMOUSLY

**ADJOURN**

156-24

Moved by Cr. Klumph that the Council Meeting be adjourned at 7:32 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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CAO, Edward LeBlanc