

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, JANUARY 28, 2025,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

**ABSENT** Cr. D. Sawatzky

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

**AGENDA**

021-25 Moved by Cr. Klumph that the agenda be accepted with the following additions to the agenda.

**ADDITIONS TO THE AGENDA:**

- Discussion following up on Pembina Hills School Board Trustees report regarding fly-by incidents with school buses.
- Accessibility Coalition Committee to the Council Reports section.

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

022-25 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of January 14, 2025 be approved as presented.

CARRIED UNANIMOUSLY

**DELEGATION**

Mayor McKenzie and Council welcomed Sergeant Colin Hack of the RCMP at 5:35 p.m.

Sgt. Colin Hack of the RCMP discussed with Council the community's quarterly Crime Statistic Report from July 1<sup>st</sup> to September 30<sup>th</sup>, 2024. He also reported on the new detachment construction, and the struggles with charging suspects with possession of drugs.

Councillor Kluin commented that the Alberta Distance Learning Centre would make a good Provincial Police Center.

**EXITED** Mayor McKenzie and Council thanked Sgt. Colin Hack of the RCMP for his presentation and he exited the Chambers at 6:04 p.m.

023-25 Moved by Cr. Smith that Council accepts Sgt. Colin Hack's presentation as information.

CARRIED UNANIMOUSLY

**MONTHLY BANK STATEMENTS**

The Monthly Bank Statements for the months ended November 30, 2024, and December 31, 2024, were received.

024-25 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended November 30, 2024, as presented.

CARRIED UNANIMOUSLY

025-25 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended December 31, 2024, as presented.

CARRIED UNANIMOUSLY

**APPOINTMENT TO THE SUBDIVISION  
& DEVELOPMENT APPEAL BOARD**

For Council to consider appointment of one Council member, two members-at-large and an alternate member-at-large to the Subdivision & Development Appeal Board.

026-25 Moved by Cr. Kluin that Council appoint Rod Klumph as Council member to the Subdivision & Development Appeal Board, for a one-year term from January 1, 2025 to December 31, 2025.

CARRIED UNANIMOUSLY

027-25 Moved by Cr. Oswald 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, 2027.

CARRIED UNANIMOUSLY

028-25 Moved by Cr. Klumph 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, 2027.

CARRIED UNANIMOUSLY

029-25 Moved by Cr. Assaf 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, 2027.

CARRIED UNANIMOUSLY

**FLY-BY INCIDENTS WITH  
SCHOOL BUSES**

Cr. Assaf discussed the possibility of creating a municipal bylaw to re-enforce the penalties on fly-bys. Concerns were raised regarding cost of prosecution for municipal enforcement versus Provincial enforcement. As well, the Provincial penalties include significant fines, demerits and increases to insurance rates, which a municipal bylaw would not inform. Administration shared they are planning to work with the school division on supporting enforcement and education to the public. No direction was given to Administration to proceed with drafting a bylaw.

**REVISED POLICY 25-23-005,  
APPENDIX A – BARRHEAD FIRE  
SERVICES PAY SCHEDULE**

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

030-25 Moved by Cr. Smith that Council approves Revised Policy 25-23-005, Appendix A – Barrhead Fire Services Pay Schedule.

CARRIED UNANIMOUSLY

**RECESSED**

031-25 Moved by Cr. Smith to recess the meeting at 6:34 p.m.

CARRIED UNANIMOUSLY

**RECONVENED**

032-25 Moved by Cr. Assaf to reconvene the meeting at 7:10 p.m.

CARRIED UNANIMOUSLY

**COUNCIL  
REPORTS**

The following Reports to Council as of January 28, 2025, were reviewed:

- Accessibility Coalition
- Barrhead Cares Coalition
- Barrhead & District Social Housing Association
- Chamber of Commerce
- Library Board

033-25 Moved by Cr. Kluin that the Reports to Council as of January 28, 2025, be accepted as information and as presented.

CARRIED UNANIMOUSLY

CAO Collin Steffes reviewed his report to December 31, 2024.

034-25 Moved by Cr. Kluin that the CAO's Report for month ending December 31, 2024 be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO  
COUNCIL**

The following Minutes to Council were reviewed:

- Twinning Committee Minutes – January 13, 2025

035-25 Moved by Cr. Klumph that the Twinning Committee Minutes of January 13, 2025, be accepted as information and as presented.

CARRIED UNANIMOUSLY

**BYLAW 02-2025, DESIGNATED  
MANUFACTURED HOME SUPPLEMENTARY  
ASSESSMENT BYLAW**

To present Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw for Council's review, consideration and formal adoption.

036-25 Moved by Cr. Assaf that Council passes the first reading of Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw, as presented.

CARRIED UNANIMOUSLY

037-25 Moved by Cr. Klumph that Council passes the second reading Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw, as presented.

CARRIED UNANIMOUSLY

038-25 Moved by Cr. Oswald that Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw be presented for the third reading.

CARRIED UNANIMOUSLY

039-25 Moved by Cr. Kluin that Council passes the third reading of Bylaw 02-2025, Designated Manufactured Home Supplementary Assessment Bylaw, as presented.

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Cr. Klumph gave a thank you to Public Works crews for their hard work snow clearing.

**ADJOURN**

040-25 Moved by Cr. Assaf that the Council Meeting be adjourned at 7:38 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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CAO, Collin Steffes