MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, OCTOBER 27, 2026,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

ABSENT

OTHERS Barry Kerton, Barrhead Leader

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

AGENDA The agenda was reviewed.

305-26 Moved by Cr. Smith that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Regular Town Council Meeting of October 13, 2026, were reviewed.

306-26 Moved by Cr. Botros that the Minutes of the Regular Town Council Meeting of October 13, 2026, be approved as presented.

CARRIED UNANIMOUSLY

PUBLIC HEARING

BYLAW 08-2026 CALL TO ORDER

Public Hearing for Bylaw 08-2026 – Non-Residential Tax Incentive Bylaw, to hear testimony by directly obtaining thoughts, suggestions, and comments before taking action related to Bylaw 08-2026 – Non-Residential Tax Incentive Bylaw.

Mayor Ty Assaf commenced the Public Hearing to hear testimony by directly obtaining thoughts, suggestions, and comments before taking action on Bylaw 08-2026 – Non-Residential Tax Incentive Bylaw at 5:32 p.m.

BYLAW 08-2026 NON-RESIDENTIAL TAX INCENTIVE BYLAW

Jenny Bruns, Director of Planning, Economic Development & Legislative Services presented background information on Bylaw 08-2026 – Non-Residential Tax Incentive Bylaw that provides a short description of the proposed changes.

PUBLIC PRESENTATIONS

No members of the public were in attendance, either in person or virtually.

Mayor Assaf declared the Public Hearing for Bylaw 08-2026 – Non-Residential Tax Incentive Bylaw closed at 5:37 p.m.

RECESSED

307-26 Moved by Cr. Kluin that the Council Meeting be recessed to hold the Organizational Meeting at 5:38 p.m.

CARRIED UNANIMOUSLY

RECONVENE

314-26 Moved by Cr. Oswald that the Regular Council Meeting reconvene at 6:07 p.m.

CARRIED UNANIMOUSLY

DELEGATION

PUBLIC WORKS UPDATE

Mayor Assaf welcomed Kelly Kelly from Public Works and Sheldon Flett, Director of Public Works, to the meeting at 6:07 p.m.

Sheldon Flett and Kelly Kelly presented information and gave a 2026 Project Update for the Public Works department.

EXITED Mayor Assaf and Council thanked Sheldon Flett and Kelly Kelly; they exited the meeting at 6:43 p.m.

315-26 Moved by Cr. Sawatzky that Council accept the Public Works 2026 Project Update as information presented.

CARRIED UNANIMOUSLY

BARRHEAD PUBLIC LIBRARY

Mayor Assaf welcomed Lindsey Juke Turnbull, Director, and David Rowe, Chairman of the Board, from the Barrhead Public Library to the meeting at 6:43 p.m.

Lindsey Juke Turnbull provided Council with a budget presentation for the Barrhead Public Library Board.

EXITED Mayor Assaf and Council thanked Lindsey Juke Turnbull, Director and David Rowe, Chairman; they exited the meeting at 7:20 p.m.

316-26 Moved by Cr. Kluin that Council accept the budget presentation for the Barrhead Public Library Board as information presented.

CARRIED UNANIMOUSLY

RECESSED

317-26 Moved by Cr. Kluin that the Council Meeting be recessed at 7:20 p.m.

CARRIED UNANIMOUSLY

RECONVENE

318-26 Moved by Cr. Sawatzky that the Regular Council Meeting reconvene at 7:41 p.m.

CARRIED UNANIMOUSLY

NEW BUSINESS

BARRHEAD PUBLIC LIBRARY BUDGET

Jennifer Mantay, Director of Corporate Services, reviewed the Barrhead Public Library Board proposed 2027 Operating Budget for Council's consideration.

319-26 Moved by Cr. Kluin that Council approves the 2027 Barrhead Public Library Operating Budget as presented.

CARRIED UNANIMOUSLY

CAO CORPORATE PROJECTS UPDATE

Collin Steffes, CAO, presented the 2026 Corporate Work Plan to provide Council with a consolidated overview of significant corporate projects and initiatives currently underway or recently completed.

320-26 Moved by Cr. Botros that Council accept the CAO Report – 2026 Corporate Projects Update, dated October 27, 2026, as information.

CARRIED UNANIMOUSLY

ENHANCING COUNCIL AND ADMINISTRATIVE PRACTICES

Jodie Lyons, Municipal Coordinator, provided an information briefing of proposed enhancements to Council and Administrative governance practices to be brought forward at an upcoming Council meeting for decision.

321-26 Moved by Cr. Smith that Council accept this briefing as information and endorse in principle the proposed enhancements to Council and Administrative governance practices to be brought forward at an upcoming Council meeting for decision.

CARRIED UNANIMOUSLY

COUNCIL REPORTS

The following Reports to Council as of October 27, 2026, were reviewed:

(a) Chamber of Commerce – Cr. Oswald
(b) Barrhead Regional Landfill Committee – Cr. Kluin
(c) Barrhead Regional Airport Committee – Cr. Kluin
(d) Barrhead & Area Regional Crime Coalition (BARCC) – Cr. Kluin
(e) Barrhead Regional Fire Services Committee – Cr. Sawatzky
(f) Community Futures Yellowhead East – Cr. Botros
(g) Barrhead Library Board – Cr. Botros
(h) Twinning Committee – Cr. Botros
(i) Barrhead Regional Airport Committee – Cr. Botros
(j) Barrhead & District Social Housing Authority – Cr. Smith

322-26 Moved by Cr. Fylyshtan that the following Reports to Council as of October 27, 2026 be accepted as information:

(a) Chamber of Commerce – Cr. Oswald
(b) Barrhead Regional Landfill Committee – Cr. Kluin
(c) Barrhead Regional Airport Committee – Cr. Kluin
(d) Barrhead & Area Regional Crime Coalition (BARCC) – Cr. Kluin
(e) Barrhead Regional Fire Services Committee – Cr. Sawatzky
(f) Community Futures Yellowhead East – Cr. Botros
(g) Barrhead Library Board – Cr. Botros
(h) Twinning Committee – Cr. Botros
(i) Barrhead Regional Airport Committee – Cr. Botros
(j) Barrhead & District Social Housing Authority – Cr. Smith

CARRIED UNANIMOUSLY

FOR THE GOOD OF COUNCIL

Cr. Botros sent out a kudos to the Lift Conference committee for putting on a good event.

BYLAW

NON-RESIDENTIAL TAX INCENTIVE BYLAW 08-2026

Jenny Bruns, Director of Planning, Economic Development & Legislative Services, presented for Council to consider the 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.

323-26 Moved by Cr. Fylyshtan that Council give Bylaw 08-2026, Non-Residential Tax Incentive Bylaw, second reading.

CARRIED UNANIMOUSLY

324-26 Moved by Cr. Sawatzky that Council give Bylaw 08-2026, Non-Residential Tax Incentive Bylaw, third and final reading.

CARRIED UNANIMOUSLY

IN-CAMERA

ORGANIZATIONAL ADMINISTRATION UPDATE
ATIA SECTION 29

FCSS TRANSITION UPDATE
ATIA SECTION 29

325-26 Moved by Cr. Kluin that Council move in-camera pursuant to Section 29 of the Access to Information Act to discuss two topics; Organizational Administration Update and FCSS Transition update, at 8:36 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

326-26 Moved by Cr. Sawatzky that the Regular Council Meeting move out of closed session at 9:53 p.m.

CARRIED UNANIMOUSLY

FCSS TRANSITION UPDATE

327-26 Moved by Cr. Smith that Council direct Administration to take action as discussed in Closed Session.

CARRIED UNANIMOUSLY

ADJOURN

328-26 Moved by Cr. Sawatzky that the Council Meeting be adjourned at 9:54 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

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Mayor, Ty Assaf

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CAO, Collin Steffes