

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD NOVEMBER 15, 2022

[Schedule A](#)

4.0 ACTION ITEMS:

**4.1 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 22-R-601
PT. SE 5-62-3-W5 (KRIKKE)**

Administration recommends that Council approve subdivision application 22-R-601 proposing to create a 2.438 ha (6.02 ac) parcel out of Pt. SE 5-62-3-W5 with the conditions as presented.

[Schedule B](#)

**4.2 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 22-R-607
NW 13-62-4-W5 (SMIT)**

Administration recommends that Council approve subdivision application 22-R-607 proposing to create a 5.65 ha (14 ac) farmstead separation out of the NW 13-62-4-W5 with the conditions as presented.

[Schedule C](#)

**4.3 COMMUNITY HALLS STRATEGY - STAKEHOLDER ENGAGEMENT “WHAT WE HEARD”
REPORT**

Administration recommends that Council accept the Community Halls Strategy Stakeholder Engagement Session “What We Heard” Report for information.

[Schedule D](#)

4.4 REAFFIRM HEALTH & SAFETY POLICY AD-001

Administration recommends that Council reaffirms the Health & Safety Policy AD-001 as presented.

[Schedule E](#)

4.5 2023 MEMBER-AT-LARGE APPOINTMENTS TO COUNCIL COMMITTEES

Administration recommends that Council pass a separate resolution for each committee, appointing the appropriate number of public members.

[Schedule F](#)

4.6 2023 MEMBER-AT-LARGE APPOINTMENTS TO LIBRARY BOARD

Administration recommends that Council appoint 4 members-at-large to the Barrhead Library Board for a term from January 1, 2023 to December 31, 2025.

[Schedule G](#)

**4.7 COMMUNITY DESIGNATION - ALBERTA ADVANTAGE IMMIGRATION PROGRAM, RURAL
RENEWAL STREAM**

Administration recommends that Council accept for information, notification that the “Barrhead Community” received the Community Designation under the province’s AAIP’s Rural Renewal stream.

[Schedule H](#)

**4.8 2023 WATER & SEWER UTILITY BYLAW NO. 9-2022
(AMENDING BYLAW 14-2020, SCHEDULE A)**

Administration recommends that Council approves 3 readings of the 2023 Water and Sewer Utility Bylaw No. 9-2022 as presented which includes a 5% increase for several items and amends Bylaw 14-2020.

[Schedule I](#)

4.9 WRITE OFF UNCOLLECTIBLE OIL & GAS ACCOUNTS

Administration recommends that Council write-off tax roll 221005868 in the amount of \$6,177.32 and tax roll 221006510 in the amount of \$388.53.

[Schedule J](#)

4.10 INVESTMENT OF CAMP CREEK DONATED FUNDS

Administration recommends that Council consider the investment products and select one of the options presented.

[Schedule K](#)

4.11 2023 JOINT BUDGET – FCSS BUDGET

Administration recommends that Council consider the 2023 FCSS operating budget of \$561,192 with the County contribution of \$75,500 to be included in the County 2023 Interim Operating budget.

[Schedule L](#)

4.12 2023 JOINT BUDGET – BARRHEAD REGIONAL FIRE SERVICES & EMERGENCY RESPONSE CENTRE

Administration recommends that Council approve the following:

- 2023 Fire Services Operating Budget of \$963,950 as recommended by Fire Services Committee which includes County estimated operational contribution of \$526,080 be incorporated into the County's 2023 Operating Budget.
- 2023 ERC Operating Budget of \$52,820 as recommended by Fire Services Committee which includes a contribution from each municipality of \$26,410 be incorporated into County's 2023 operating budget.
- 2023 Fire Services Capital Budget of \$145,000 as recommended by Fire Services Committee which includes a contribution from each municipality of \$65,500 be incorporated into County's 2023 capital budget.
- 2023 ERC Capital Budget of \$11,900 as recommended by Fire Services Committee which includes a contribution from each municipality of \$5,950 be incorporated into the County's 2023 Capital Budget.
- 3-year Financial Plan for Fire Services for incorporation into the County's 3-Year Financial Plan
- 3-year Financial Plan for Emergency Response Centre for incorporation into the County's Financial Plan.
- 10-year Capital Plan for Fire and Emergency Response Centre for incorporation into the County's Capital Plan.

[Schedule M](#)

4.13 2023 JOINT BUDGET – BARRHEAD REGIONAL LANDFILL

Administration recommends that Council approve the following:

- 2023 Barrhead Regional Landfill Operating Budget in the amount of \$280,880 as recommended by the Barrhead Regional Landfill Committee, which includes a contribution of \$85,040 from each municipality to be incorporated into the County's 2023 operating budget.
- Barrhead Regional Landfill 2024-2026 3-year Financial Plan as recommended by the Committee for incorporation into the County's Financial Plan.
- 2023 Barrhead Regional Landfill Capital Budget in the amount of \$690,000 as recommended by the Barrhead Regional Landfill Committee which includes a contribution of \$332,500 from each municipality to be incorporated into the County's 2023 capital budget.
- Barrhead Regional Landfill 10-year Capital Plan as recommended by the Barrhead Regional Landfill Committee for incorporation into the County's Capital Plan.

[Schedule N](#)

4.14 2023 JOINT BUDGET – BARRHEAD JOHNSON AIRPORT

Administration recommends that Council approve the following:

- 2023 Airport Operating Budget in the amount of \$45,095 as recommended by the Barrhead Johnson Airport Committee, which includes a contribution of \$17,010 from each municipality to be incorporated into the County's 2023 operating budget.
- Barrhead Johnson Airport 2024-2026 3-year Financial Plan as recommended by the Committee for incorporation into the County's Financial Plan.
- 2023 Barrhead Johnson Airport Capital Budget in the amount of \$nil as recommended by the Committee which includes a contribution of \$nil from each municipality to be incorporated into the County's 2023 capital budget.
- Barrhead Johnson Airport 10-year Capital Plan as recommended by the Committee for incorporation into the County's Capital Plan.

[Schedule O](#)

4.15 2023 JOINT BUDGET – BARRHEAD & DISTRICT TWINNING COMMITTEE

Administration recommends that Council approve the following:

- 2023 Barrhead & District Twinning Committee operating budget in the amount of \$7,800 as recommended by the Barrhead & District Twinning Committee which includes a contribution of \$3,900 from each municipality.
- 2024-2026 Barrhead & District Twinning Committee proposed 3-year Financial Plan for incorporation into the County's Financial Plan.

[Schedule P](#)

4.16 INCAMERA

- 4.16.1 Peace Officer Services Agreement with LSA County – FOIPP Sec. 24 Advice from Officials**

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

Administration recommends that Council accept the County Manager's report for information.

[Schedule Q](#)

5.2 PUBLIC WORKS REPORT

(11:00 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule R](#)

5.3 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS:

- 6.1 Letter from Town of Ponoka to Minister of Health Re: Fire Dept response to Emergency Services – dated November 23, 2022

[Schedule S](#)

- 6.2 Letter from Minister of Municipal Affairs Re: 2022/23 Fire Services Training Program Grant – dated November 23, 2022

[Schedule T](#)

6.3 MINUTES/HIGHLIGHTS

- 6.3.1 Ag Society Meeting Minutes – November 22, 2022

[Schedule U](#)

- 6.3.2 Misty Ridge Meeting Minutes – October 26, 2022

[Schedule V](#)

- 6.3.3 BDSHA Meeting Minutes – September 26, 2022

[Schedule W](#)

7.0 DELEGATIONS

- 7.1 10:15 a.m. Karen Gariepy – Executive Director FCSS – 2023 Budget Presentation

[Schedule L](#)

- 7.2 11:30 a.m. Fire Chief Gary Hove - Barrhead Regional Fire Services - Quarterly Report

[Schedule X](#)

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD NOVEMBER 15, 2022

Regular Meeting of the Council of the County of Barrhead No. 11 held November 15, 2022 was called to order by Reeve Drozd at 9:04 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane (departed at 12:19 pm)
Councillor Paul Properzi
Councillor Walter Preugschas (via video conference)
Councillor Jared Stoik (joined at 9:34 a.m.)

**THESE MINUTES ARE
UNOFFICIAL AS THEY
HAVE NOT BEEN
APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager	Ken Hove, Director of Infrastructure
Pam Dodds, Executive Assistant	Moirra O'Neill, Municipal Tax Clerk
Tamara Molzahn, Director of Finance & Administration	Adam Vanderwekken, Development & Communications Coordinator

ATTENDEES

Elaine Dickie & Ruth Bohn – Barrhead Public Library (Delegation)
Barry Kerton - Town and Country Newspaper

APPROVAL OF AGENDA

- 2022-455 Moved by Councillor Properzi that the agenda be approved as presented with the in-camera additions of:
- Item 4.7.2 – ICF Meeting with Town of Barrhead – *FOIPP Sec. 24 Advice from Officials*
- Item 4.7.3 – Insurance Profile - *FOIPP Sec. 24 Advice from Officials*
- Carried 6-0.

MINUTES OF REGULAR MEETING HELD NOVEMBER 1, 2022

- 2022-456 Moved by Councillor Lane that the minutes of the Regular Meeting of Council held November 1, 2022, be approved as circulated.
- Carried 6-0.

MTM AGRICULTURAL SOCIETY - COMMUNITY GRANT REQUEST

- 2022-457 Moved by Councillor Preugschas that Council approve the application from MTM Agricultural Society for a donation of \$550 under the Community Grants Policy to assist with the improvements of the community ice rink.
- Carried 6-0.

Moirra O'Neill joined the meeting at 9:11 a.m.

2022 PUBLIC AUCTION (TAX RECOVERY SALE) – RESERVE BID AND TERMS & CONDITIONS OF SALE

- 2022-458 Moved by Councillor Lane that Council approve the Reserve Bids set at market value as prepared by the County Assessor, for the properties listed on the 2022 Public Auction scheduled for December 7, 2022.
- Carried 6-0.
- 2022-459 Moved by Deputy Reeve Schatz that Council approve the Terms & Conditions of Sale as presented for the 2022 Public Auction scheduled for December 7, 2022.
- Carried 6-0.

Moirra O'Neill departed the meeting at 9:25 a.m.

REGULAR MEETING OF COUNCIL - HELD NOVEMBER 15, 2022

QUEEN ELIZABETH II'S PLATINUM JUBILEE MEDAL – CFYE NOMINEE

2022-460 Moved by Councillor Properzi that Council move in-camera at this time being 9:31 a.m.

Carried 6-0.

Adam Vanderwekken and Barry Kerton departed the meeting at 9:31 a.m.

Councillor Stoik joined the meeting at 9:34 a.m.

2022-461 Moved by Councillor Lane that Council move out of in-camera at this time being 9:53 a.m.

Carried Unanimously.

2022-462 Moved by Deputy Reeve Schatz that Council submit a nominee for the Queen Elizabeth II's Platinum Jubilee Medal to Community Futures Yellowhead East (CFYE) as discussed in-camera, with the nomination to be made in confidence as requested by CFYE.

Carried Unanimously.

Barry Kerton rejoined the meeting at 9:53 a.m.

TAXATION OF DESIGNATED MANUFACTURED HOMES IN MANUFACTURED HOME PARKS BYLAW (BYLAW NO. 8-2022)

2022-463 Moved by Deputy Reeve Schatz that Council give 1st reading of the Taxation of Designated Manufactured Homes in Manufactured Parks Bylaw No. 8-2022.

Carried Unanimously.

2022-464 Moved by Councillor Kleinfeldt that Council set the public hearing for Bylaw No. 8-2022 Taxation of Designated Manufactured Homes in Manufactured Home Parks for December 20, 2022 at 1:00 pm

Carried Unanimously.

DELEGATION – BARRHEAD PUBLIC LIBRARY

Elaine Dickie and Ruth Bohn of the Barrhead Public Library, met with Council at this time being 10:08 a.m. to discuss the upcoming library budget for 2023.

2022-465 Moved by Councillor Properzi that Council accepts the report from Barrhead Public Library as information.

Carried Unanimously.

Council thanked them for their presentation and Elaine Dickie and Ruth Bohn departed the meeting at 10:30 a.m.

Ken Hove joined the meeting at 10:30 a.m.

PUBLIC WORKS REPORT

Ken Hove, Director of Infrastructure, reviewed the written report for Public Works and Utilities and answered questions from Council.

2022-466 Moved by Councillor Kleinfeldt that the report from the Director of Infrastructure be received for information.

Carried Unanimously.

Ken Hove departed the meeting at 10:39 a.m.

RECESS

Reeve Drozd recessed the meeting at 10:39 a.m.

Reeve Drozd reconvened the meeting at 10:49 a.m.

Adam Vanderwekken rejoined the meeting at 10:49 a.m.

REGULAR MEETING OF COUNCIL - HELD NOVEMBER 15, 2022

2023 BUDGET PRIORITIES SURVEY – FINAL “WHAT WE HEARD” REPORT

- 2022-467 Moved by Councillor Lane that Council accept the 2023 Budget Priorities Survey – Final “What We Heard” Report for information.

Carried Unanimously.

Adam Vanderwekken departed the meeting at 11:16 a.m.

2023 LIBRARY BUDGET

- 2022-468 Moved by Councillor Kleinfeldt that Council approves the 2023 Library Operating Budget of \$376,759 with the County contribution of \$136,807 which includes the per capita funding and 50% share of utilities.

Carried Unanimously.

Tamara Molzahn joined the meeting at 11:35 a.m.

DIRECTOR OF FINANCE & ADMINISTRATION REPORT

- 2022-469 Moved by Councillor Preugschas that Council accept the following Director of Finance & Administration’s reports for information:

- Cash, Investments, & Taxes Receivable as of October 31, 2022
- Payments Issued for the month of October 2022
- YTD Budget Report for the 10 months ending October 31, 2022
- YTD Capital Recap for period ending October 31, 2022
- YTD Elected Officials Remuneration Report ending October 31, 2022

Carried Unanimously.

Tamara Molzahn departed the meeting at 11:49 a.m.

AGENDA INFORMATION ITEMS

- 2022-470 Moved by Deputy Reeve Schatz that the following agenda items be received as information:

- Letter from Victim Services to Minister Shandro RE: Victim Services Redesign – November 5, 2022
- Ag Society Minutes – October 25, 2022

Carried Unanimously.

REPORT – COUNTY MANAGER

Debbie Oyarzun, County Manager, reviewed the 2022 Council Resolution Tracking List and provided updates to Council;

- County Land Use Bylaw Review scheduled for Nov 18, 2022
- County Long Service Awards to be hold Nov 25, 2022

- 2022-471 Moved by Councillor Properzi to accept the County Manager’s report as information.

Carried Unanimously.

General consent from Council was received to extend the meeting to discuss agenda items on the table.

REGULAR MEETING OF COUNCIL - HELD NOVEMBER 15, 2022

IN-CAMERA

2022-472 Moved by Councillor Properzi that Council move in-camera at this time being 11:57 a.m. for discussion on:

COUNCIL CODE OF CONDUCT – Report from HR Proactive Inc. (trainer) –
FOIPP Sec.17 Disclosure harmful to personal privacy

Carried Unanimously.

Councillor Lane, Pam Dodds and Barry Kerton departed the meeting at 11:57 a.m.

2022-473 Moved by Deputy Reeve Schatz that Council move out of in-camera at this time being 12:17 pm.

Carried 6-0.

Councillor Lane joined the meeting at 12:18 pm and abstained from voting due to a direct personal conflict with the item on the table.

2022-474 Moved by Deputy Reeve Schatz that Council accept the report from HRInteractive Inc. and lift the restrictions imposed on Councillor Lane under Council Code of Conduct Bylaw 3-2017, effective November 15, 2022.

Carried 6-0.

2022-475 Moved by Councillor Kleinfeldt that Council, in accordance with Council Code of Conduct Bylaw 3-2017 s.10(h), requires the cost of the training to be paid from Division 4 Training & Conventions budget and any shortfall will come from the 2023 Division 4 Training & Conventions budget.

Carried 6-0.

Councillor Lane departed the meeting at 12:19 pm

LUNCH RECESS

Reeve Drozd recessed the meeting at 12:19 p.m.

Reeve Drozd reconvened the meeting at 1:01 p.m.

Pam Dodds rejoined the meeting at 1:01 p.m.

COUNCILLOR REPORTS

Councillor Properzi reported on his attendance at the RMA Convention and FCSS meeting.

Councillor Kleinfeldt reported on his attendance at the RMA Convention and ICF meeting with the Town of Barrhead.

Councillor Stoik had reported on his attendance at the ASB Regional Conference.

Councillor Preugschas reported on his attendance at the ASB Regional Conference, Physician Attraction and Retention Committee mtg, and the RMA Convention.

Deputy Reeve Schatz reported on his attendance at the ASB Regional Conference, Airport Committee meeting, and the RMA Convention.

Reeve Drozd reported on his attendance at the RMA Convention, Remembrance Day Service in Barrhead, ICF Meeting with Town of Barrhead, and time spent on County office duties.

REGULAR MEETING OF COUNCIL - HELD NOVEMBER 15, 2022

IN-CAMERA

2022-476 Moved by Councillor Properzi that the meeting move in-camera at this time being 1:27 p.m. for discussion on:

4.7.2 ICF Meeting with Town of Barrhead – *FOIPP sec. 24 Advice from Officials*

4.7.3 Insurance Profile - *FOIPP Sec. 27 Privileged Information*

Carried 6-0.

2022-477 Moved by Councillor Properzi that the meeting move out of in-camera at this time being 1:51 p.m.

Carried 6-0.

2022-478 Moved by Councillor Preugschas that Council direct Administration to submit an application under the ACP grant program for up to the maximum allocation to engage a consultant to assess the feasibility of the ADLC building as a joint municipal facility.

Carried 6-0.

ADJOURNMENT

2022-479 Moved by Councillor Stoik that the meeting adjourn at 12:28 p.m.

Carried 6-0.



REQUEST FOR DECISION

DECEMBER 6, 2022

B

TO: COUNCIL

**RE: SUBDIVISION APPLICATION – PT. SE 5-62-3-W5
KRIKKE, MUNICIPAL PLANNING FILE NO 22-R-601**

ISSUE:

An application has been received for a subdivision of 2.438 ha (6.02 ac) out of Pt. SE 5-62-3-W5.

BACKGROUND:

- Land is in the Agriculture District under Land Use Bylaw 5-2010.
- Land was previously subdivided with a 2.01 ha (4.97 acre) residential parcel taken out.
- Proposed site contains a residence and accessory buildings.
- Adjacent landowners were notified on September 29, 2022 and no comments or objections were received.

ANALYSIS:

- Municipal Development Plan (MDP) requires a maximum of 15 ac out for residential purposes per quarter. This subdivision would bring the total acres out to 10.96.
- Size of the proposed parcel meets the requirements of the Land Use Bylaw and MDP.
- Access to proposed will be from Range Road 34, and approach to remainder is from Township Road 620. Approaches are built to County standard.
- Road widening is not required as it was taken with previous subdivision.
- Municipal Reserves are required as this is the 2nd parcel out, estimated at \$2,253.75.
- Private septic inspection is required.
- Wetlands affect the proposed parcel and the remainder; however suitable building sites still exist.
 - AEP has requested a 30 m Environmental Reserve/buffer to protect Baird Lake. County Planner recommends requiring a 30 m Environmental Reserve Easement (ERE), as the remainder does not qualify for the requirement of an Environmental Reserve.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

That the subdivision application be approved at this time, subject to the following conditions:

1. That, prior to or concurrent with registration of an instrument effecting this plan, an Environmental Reserve Easement, in a form and affecting an area approved by the Subdivision Authority Officer, be granted to the County of Barrhead. The plan to be used to describe the Easement shall include all of the lands extending from and within 30 m of the legal bank of Baird Lake, throughout the quarter section which is generally all of the land outlined in **RED** on the approved Tentative Plan of Subdivision, and shall be reviewed by the Subdivision Authority Officer prior to being finalized.
2. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead.

3. That in accordance with Sections 661, 666, and 667 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, prior to endorsement of an instrument effecting this plan, money-in-place of Municipal Reserve be provided equal to 10% of the area of the proposed parcel area. The amount has been calculated as follows:

Total area of the proposed parcel area =	2.438 ha	(6.02 ac.)
10% of the area of the proposed parcel area =	0.2438 ha	(0.601 ac.)
Estimated market value per acre =		\$3,750.00
Money-in-place of reserve = 10% area x market value =		\$2,253.75

This sum of money shall be forwarded to the County of Barrhead No. 11 and accounted for by them in accordance with Section 671(4) of the *Municipal Government Act*.

NOTE: The above amount is calculated based on the tentative plan of subdivision submitted to, and conditionally approved by, the Subdivision Authority. All areas are to be verified based on the instrument prepared by an Alberta Land Surveyor prior to paying the amount to the County of Barrhead. If the amount calculated above is incorrect due to a miscalculation in the area of the parcel, and if the wrong amount is paid, final approval of the plan of subdivision may be delayed pending resolution of the outstanding amount.

4. That prior to endorsement the registered owner and/or developer pay the County of Barrhead the outstanding appraisal fee of \$100.00.
5. That prior to endorsement of an instrument affecting this plan, the County of Barrhead receive certification from an accredited inspector confirming that the function and location of the existing sewage disposal system(s) within the proposed Lot 1 and the remainder will satisfy the Provincial *Private Sewage Disposal Systems Regulation*, AR 229/1997, and is suitable for the intended subdivision.
6. That the instrument effecting this plan identify the location of the private sewage disposal system on the proposed lot and the remainder and the distance between the system (or discharge point) and the boundaries of the proposed property lines and water well.
7. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

ADMINISTRATION RECOMMENDS THAT:

Council approve subdivision application 22-R-601 proposing to create a 2.438 ha (6.02 ac) parcel out of Pt. SE 5-62-3-W5 with the conditions as presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 22-R-601DATE RECEIVED: SEP 22 2022DEEMED COMPLETE: SEP 29 2022

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application, or by a person authorized to act on the registered owner's behalf.

1. Name of registered owner of land to be subdivided

Collin J Krikke & Cassandra V Krikke

Address, Phone Number, and Fax Number

[REDACTED]

2. Name of person authorized to act on behalf of owner (if any)

Address, Phone Number, and Fax Number

[REDACTED]

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL ☐ PART ☒ of the SE $\frac{1}{4}$ SEC. 5 TWP. 62 RANGE 3 WEST OF 5 MERIDIAN.Being ALL ☐ PART ☐ of LOT BLOCK REG. PLAN NO. C.O.T. NO. 082538771+1Area of the above parcel of land to be subdivided 58.39 hectares (144.23 acres)Municipal address (if applicable) 62006 Rge Rd 34

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of: County of Barrhead No. 11b. Is the land situated immediately adjacent to the municipal boundary? YES ☐ NO ☒If 'YES', the adjoining municipality is b. Is the land situated within 1.6 KM of a right-of-way of a highway? YES ☐ NO ☒If 'YES', the Highway # is: d. Is a river, stream, lake, other water body, drainage ditch, or canal within (or adjacent to) the proposed parcel? YES ☒ NO ☐If 'YES', the name of the water body/course is: Baird Lakee. Is the proposed parcel within 1.5 KM of a sour gas facility? YES ☐ NO ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED (Please describe)

Existing Use of the Land	Proposed Use of the Land	Land Use District Designation (as identified in the Land Use Bylaw)
Acreage & Farmland	Subdivide Acreage from the Farmland	Agriculture District

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (Please describe, where appropriate)

Nature of the Topography (e.g. flat, rolling, steep, mixed)	Nature of the Vegetation and Water (e.g. brush, shrubs, treed, woodlots)	Soil Conditions (e.g. sandy, loam, clay)
Rolling	Cultivated Farmland and Woodlands (mixed)	unknown

7. STRUCTURES AND SERVICING

Describe any buildings/structures on the land and whether they are to be demolished or moved.
House and Sheds (3)Describe the manner of providing water and sewage disposal.
Septic Tank and Field and Well

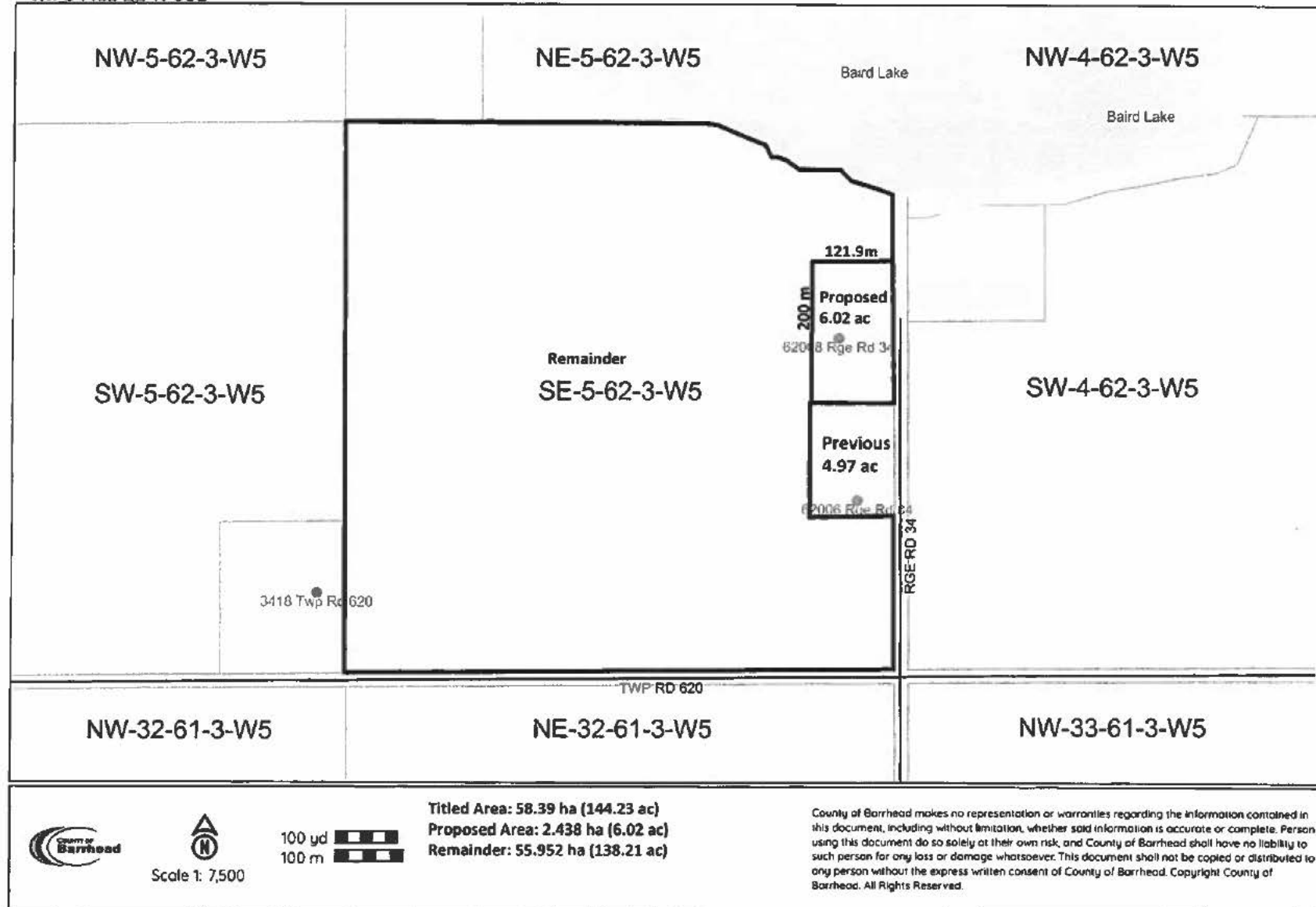
8. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I, Cassandra Krikke hereby certify that ☒ I am the registered owner OR ☐ I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Cassandra Krikke
Signature

September 16, 2022

Date



Subdivision Report



FILE INFORMATION

File Number: 22-R-601	Date Acknowledged: September 29, 2022
Municipality: Co. of Barrhead	Referral Date: September 29, 2022
Legal: Pt. SE 5-62-3-W5	Decision Due Date: November 28, 2022
Applicants: Colin & Cassandra Krikke	Revised Decision Date: n/a
Owners: Same as above	Date of Report: November 7, 2022

Existing Use: Agriculture	Gross Area of Parcel: 58.39 ha (144.23 ac.)
Proposed Use: Country Residential	Net Area of Lot: 2.438 ha (6.02 ac.)
District: Agriculture (A)	Reserve Status: Required – 2 nd parcel
Soil Rating: 9% & 64%	

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide a second country residential parcel from Pt. SE 5-62-3-W5. The developed proposed country residential use parcel is 2.438 ha (6.02 ac.) in area and will increase the area of country residential use parcels within the quarter section to 4.45 ha (10.96 ac.).

The subject site is in the northern portion of the County of Barrhead, approximately 1.6 km (1.0 mile) northwest of the Hamlet of Neerlandia and adjacent to Baird Lake (northern boundary). There is a Certificate of Title (882 086 078), located within the adjacent quarter section in SW 4-62-3-W5 that County administration has indicated is the site of a decommissioned water holding cell and pumphouse that were once used as part of the municipal water distribution system providing water to the Hamlet of Neerlandia. The system is no longer in use and the site does not impact the proposed subdivision.

The subject site is adjacent to Range Road 34 (eastern boundary) and Township Road 620. Access to the proposed parcel is from Range Road 34. Access to the remainder is from Township Road 620. Access requirements can be met.

From a review of the provincial data, the subject site is not affected by:

- an identified historic resource;
- an approval, license or registration issued by the Minister of Environment of Parks;
- flood hazards lands; or
- abandoned wells or other AER licensed facilities.

The site may be affected by:

- wetlands.

There are also two CFOs located within 2 miles of the subject site.

From the application, the proposed use is “CR- Country Residential”.

The proposed lot contains a house and sheds. The northern portion of the proposed lot is identified on Merged Wetland Inventory as swamp/marsh. This area may represent lands that were previously covered by the waters of Baird Lake. From the photographs provided, there does not appear to be low lying areas within the developed yard site. Alberta Environment and Protected Areas has indicated that future development within the proposed lot may require a Wetland Assessment. There appears to be a suitable building site a on the proposed parcel.

The remainder is vacant and contains cultivated lands, wetlands, and areas of open water. Alberta Environment and Protected Areas has requested a 30 m buffer adjacent to the bank of Baird Lake within the proposed remainder. From the provincial data there appears there may also be wetlands in the remainder. The remainder appears suitable for agricultural use.

The County assessment sheets show the subject quarter section as being 54.2 ac. at 9% and 87.03 ac. at 64%. The proposed parcel is developed and is adjacent to a previously subdivided country residential parcel. In the opinion of the planner, the subdivision of the yard site should not significantly impact the agricultural capability of the balance of the quarter section.

The proposed subdivision appears reasonable. There appears to be reasonable building sites on the proposed parcel and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead	<ul style="list-style-type: none"> • Development Agreement is not required for road widening (provided concurrently with registration of Plan 992-1080, Document 992 028 141). • Accesses and approaches required. • Reserves are required for the proposed Lot. The County has requested money in lieu of land, and indicated that the appraisal for the lands is \$3750/acre. • Property taxes are not outstanding. • The proposal conforms to the County's LUB and MDP. • A private sewage inspection is required. • Site is not within 1.5 km of sour gas facility. • Site is within 2 miles of a CFO (located within SE 7-62-3-W5 & NW 28-61-3-W5). <i>MPS will note that the subject site is within 2 miles of CFOs in the notes for the decision.</i>
2. Alberta Energy Regulator	<ul style="list-style-type: none"> • No comments provided. • The applicant has indicated that the site is not affected by a sour gas facility. • Applicant has indicated that there are no abandoned wells on the site.
3. Alberta Environment & Parks	<ul style="list-style-type: none"> • No objections. • AEP has requested a 30 m ER/buffer adjacent Baird Lake. The County's Planner supports the establishment of the 30 m buffer and recommends that the Subdivision Authority require, as a condition of subdivision approval, that the applicant enter into an ERE agreement with the County affecting lands within 30 m of the legal bank of Baird lake located within Pt. SE 5-62-3-W5. • <i>The Planner notes that an ER cannot be required by the Subdivision Authority within the remainder as s. 663(b) of the Municipal Government Act applies and Reserves are not due for the remainder of Pt. SE 5-62-3-W5. However, an ERE can be required.</i>
4. Canada Post	<ul style="list-style-type: none"> • No response.
5. FortisAlberta	<ul style="list-style-type: none"> • No objections. • No easement is required.

	<ul style="list-style-type: none"> FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make application for electrical services.
6. Telus Communications	<ul style="list-style-type: none"> No objections.
7. Apex Utilities	<ul style="list-style-type: none"> No objections. Please notify Alberta One Call at 1 (800) 242-3447 to arrange for “field locating” should excavations be required within the described area. Any relocation of existing facilities will be at the expense of the developer and payment of contributions required for new gas facilities will be the responsibility of the developer.
8. Pembina Hills School Division	<ul style="list-style-type: none"> No objections. No Reserves requested
9. Alberta Health Services	<ul style="list-style-type: none"> No response.

Adjacent landowners were notified on 29 September 2022. *No comments or objections from adjacent landowners were received.*

3. STATUTORY ANALYSIS

MDP, AND LUB REQUIREMENTS

The subject site is designated “Agriculture” in the County of Barrhead *Municipal Development Plan Bylaw 4-2010* (MDP). Farming is the intended use of the land. Table 1 in Section 3.2.3(15) of the Plan indicates that country residential uses are allowed, with a normal, combined maximum area of 6.0 ha (15.0 ac.) allowed for residential parcels, and a maximum of 3 country residential parcels and/or fragmented parcels within the quarter section. Policy 3.2.3(16) states that “a maximum of two (2) parcels, excluding fragments, may be subdivided from a quarter section for agricultural use.” The proposed subdivision is consistent with this policy. There is 1 existing country residential parcel within the quarter section. The subdivision creates the third parcel within the quarter section. It will subdivide an additional 2.438 ha (6.02 ac.) from the quarter section and bring the total combined area of all country residential parcels within the quarter section to 4.45 ha (10.96 ac.). **Therefore the proposed parcel may conform to the County MDP.**

The subject site is in the Agricultural (A) District in the County of Barrhead *Land Use Bylaw 5-2010* (LUB). Single detached dwellings are allowed. The minimum parcel area is 0.4 ha (1.0 ac.). The normal maximum parcel area for a developed CR use parcel is 6.07 ha (15.0 ac.). The proposed parcel is 2.438 ha (6.02 ac.) and will not exceed the maximum allowed areas for conversion to CR use within a quarter section. **Therefore, this subdivision conforms to the County’s Land Use Bylaw.**

MGA AND SDR REQUIREMENTS

Section 10 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, requires that the written decision of a Subdivision Authority include reasons for the decision, including an indication of how the Subdivision Authority has considered any submissions made to it by the adjacent landowners and the matters listed in Section 9 of the *Regulation*. Section 9 indicates that, in making a decision, a Subdivision Authority must consider its topography; its soil characteristics; storm water collection and disposal; any potential for flooding, subsidence or erosion; accessibility to a road; the availability and adequacy of water supply, sewage disposal system, and solid waste disposal; whether the proposal complies with the requirements of the *Private Sewage Disposal Systems Regulation*; the use of land in the vicinity; and any other matters that it considers necessary to determine whether the land is suitable for the purposes for which the subdivision is intended.

In the opinion of the planner, with respect to these matters:

- topography
- soil characteristics
- storm water
- water supply
- sewage disposal
- solid waste
- flooding
- subsidence/erosion
- accessibility
- *Private Sewage Disposal Systems Regulation*
- use of land in vicinity
- other matters

the proposed subdivision appears satisfactory.

A note following the decision can indicate the Subdivision Authority's indication and satisfy the Regulation in this regard.

Sections 11 through 20 of the *Subdivision and Development Regulation* are satisfied.

No part of s. 663 applies to the proposed Lot and Reserves are due. The County has requested that money in lieu of land be provided and indicated that the lands affected by the proposed subdivision are appraised at \$3750.00/acre. Section 663(b) of the *Municipal Government Act* applies to the remainder of SE 5-62-3-W5 and Reserves are not due.

The subject site is adjacent to Baird lake and appears to contains wetlands, therefore, in the opinion of the planner, appeal of the decision is to the Land and Property Rights Tribunal.

Reserves

The ability to take Reserves is noted above.

4. SUMMARY

The proposed subdivision is for country residential use, and may conform to provisions in the County's Land Use Bylaw and Municipal Development Plan as well as the requirements set forth in the *MGA* and applicable *Regulations* therefore the subdivision can be approved subject to the following conditions:

1. Environmental Reserve Easement
2. Accesses and approaches to the satisfaction of the County
3. Municipal Reserves
4. Appraisal
5. Private Sewage Location
6. Taxes up to date

5. RECOMMENDATION

That the subdivision application be approved at this time, subject to the following conditions:

1. That, prior to or concurrent with registration of an instrument effecting this plan, an Environmental Reserve Easement, in a form and affecting an area approved by the Subdivision Authority Officer, be granted to the County of Barrhead No. 11. The plan to be used to describe the Easement shall include all of the lands extending from and within 30 m of the legal bank of Baird Lake, throughout the quarter section which is generally all of the land outlined in **RED** on the attached approved Tentative Plan of Subdivision, and shall be reviewed by the Subdivision Authority Officer prior to being finalized.

2. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11.
3. That in accordance with Sections 661, 666, and 667 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, prior to endorsement of an instrument effecting this plan, money-in-place of Municipal Reserve be provided equal to 10% of the area of the proposed parcel area. The amount has been calculated as follows:

Total area of the proposed parcel area =	2.438 ha	(6.02 ac.)
10% of the area of the proposed parcel area =	0.2438 ha	(0.601 ac.)
Estimated market value per acre =		\$3,750.00
Money-in-place of reserve = 10% area x market value =		\$2,253.75

This sum of money shall be forwarded to the County of Barrhead No. 11 and accounted for by them in accordance with Section 671(4) of the *Municipal Government Act*.

NOTE: The above amount is calculated based on the tentative plan of subdivision submitted to, and conditionally approved by, the Subdivision Authority. All areas are to be verified based on the instrument prepared by an Alberta Land Surveyor prior to paying the amount to the County of Barrhead No. 11. If the amount calculated above is incorrect due to a miscalculation in the area of the parcel, and if the wrong amount is paid, final approval of the plan of subdivision may be delayed pending resolution of the outstanding amount.

4. That prior to endorsement the registered owner and/or developer pay the County of Barrhead No. 11 the outstanding appraisal fee of \$100.00.
5. That prior to endorsement of an instrument affecting this plan, the County of Barrhead receive certification from an accredited inspector confirming that the function and location of the existing sewage disposal system(s) within the proposed Lot 1 and the remainder will satisfy the Provincial *Private Sewage Disposal Systems Regulation*, AR 229/1997, and is suitable for the intended subdivision.
6. That the instrument effecting this plan identify the location of the private sewage disposal system on the proposed lot and the remainder and the distance between the system (or discharge point) and the boundaries of the proposed property lines and water well.
7. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

Attachments:

1. Application
2. Location map
3. Site plan
4. Proposed Tentative Plan of Subdivision



REQUEST FOR DECISION

DECEMBER 6, 2022



TO: COUNCIL

**RE: SUBDIVISION APPLICATION – NW 13-62-4-W5
SMIT, MUNICIPAL PLANNING FILE NO 22-R-607**

ISSUE:

An application has been received for a farmstead separation of 5.65 ha (14 ac) out of the NW 13-62-4-W5.

BACKGROUND:

- Land is in the Agriculture District under Land Use Bylaw 5-2010.
- Land was previously unsubdivided.
- Proposed site contains a residence and farm buildings.
 - Proposed parcel shape created to follow existing fencing, the break between cultivated and uncultivated lands, and a low-lying area.
- Adjacent landowners were notified on October 5, 2022 and no comments or objections were received.

ANALYSIS:

- Municipal Development Plan (MDP) requires a maximum of 15 ac out for residential purposes per quarter.
- Size of the proposed parcel meets the requirements of the Land Use Bylaw and MDP.
- Access to proposed and remainder will be from Range Road 41, approaches to be built to County standards, approximate cost \$1,653.15 +GST.
- Road widening required on west boundary.
- Municipal Reserves are not required, as this is the 1st parcel out.
- Private septic inspection is required.
- Wetlands affect the proposed parcel and the remainder; however suitable building sites still exist.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

That the subdivision application be approved at this time, subject to the following conditions:

1. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-foot wide future road widening on the western boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
2. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11.

3. That prior to endorsement of an instrument effecting this plan, the County of Barrhead No. 11 and Subdivision Authority receive a Certificate of Compliance stating that the existing sewage disposal system(s) on the subject site meet current provincial requirements or have been relocated or redesigned to comply with the current Alberta *Private Sewage Systems Standard of Practice*, and are suitable for the intended subdivision.
4. That prior to endorsement of an instrument effecting this plan, the Subdivision Authority Officer, and the County of Barrhead No. 11 receive a Real Property Report or a building site certificate prepared by an Alberta Land Surveyor which indicates the distances between the buildings and shelter belts and above-ground appurtenances, including the location of the private sewage disposal system and discharge point on the subject lands and the existing and proposed property boundaries. Should there be structures on the site to be demolished or relocated, we recommend that they be demolished or relocated prior to the preparation of the Real Property Report.
5. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

ADMINISTRATION RECOMMENDS THAT:

Council approve subdivision application 22-R-607 proposing to create a 5.65 ha (14 ac) farmstead separation out of the NW 13-62-4-W5 with the conditions as presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 22-R-607DATE RECEIVED: OCT 5, 2022DEEMED COMPLETE: OCT 13, 2022

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application, or by a person authorized to act on the registered owner's behalf.

1. Name of registered owner of land to be subdivided
Jacoba Moes Smit

Address, Phone Number, and Fax Number

2. Name of person authorized to act on behalf of owner (if any)
Don Wilson Surveys Ltd. PH: 780-674-2287

Address, Phone Number, and Fax Number
Box 4120, Barrhead, AB, T7N 1A1

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL ☐ PART ☒ of the NW $\frac{1}{4}$ SEC. 13 TWP. 62 RANGE 4 WEST OF 5 MERIDIAN.

Being ALL ☐ PART ☐ of LOT BLOCK REG. PLAN NO. C.O.T. NO. 202056678

Area of the above parcel of land to be subdivided 64.7 hectares (160 acres)

Municipal address (if applicable) 62221 Rge. Rd. 41

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of: County of Barrhead

b. Is the land situated immediately adjacent to the municipal boundary? YES ☐ NO ☒

If 'YES', the adjoining municipality is

b. Is the land situated within 1.6 KM of a right-of-way of a highway? YES ☐ NO ☒

If 'YES', the Highway # is:

d. Is a river, stream, lake, other water body, drainage ditch, or canal within (or adjacent to) the proposed parcel? YES ☐ NO ☒

If 'YES', the name of the water body/course is:

e. Is the proposed parcel within 1.5 KM of a sour gas facility? YES ☐ NO ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED (Please describe)

Existing Use of the Land	Proposed Use of the Land	Land Use District Designation (as identified in the Land Use Bylaw)
AG-Agricultural	AG-Agricultural	AG-Agricultural

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (Please describe, where appropriate)

Nature of the Topography (e.g. flat, rolling, steep, mixed)	Nature of the Vegetation and Water (e.g. brush, shrubs, treed, woodlots)	Soil Conditions (e.g. sandy, loam, clay)
Mixed	Open Farmland	Gray Wooded

7. STRUCTURES AND SERVICING

Describe any buildings/structures on the land and whether they are to be demolished or moved.

Describe the manner of providing water and sewage disposal.

House, Barn, Shop, Grain Bins, Portable shed & Shelter, none to be demolished or moved.

Surface Discharge & Water Well

8. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

Nate Wilson for Don Wilson Surveys Ltd.

hereby certify that ☐ I am the registered owner OR

☒ I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Signature

September 30, 2022

Date

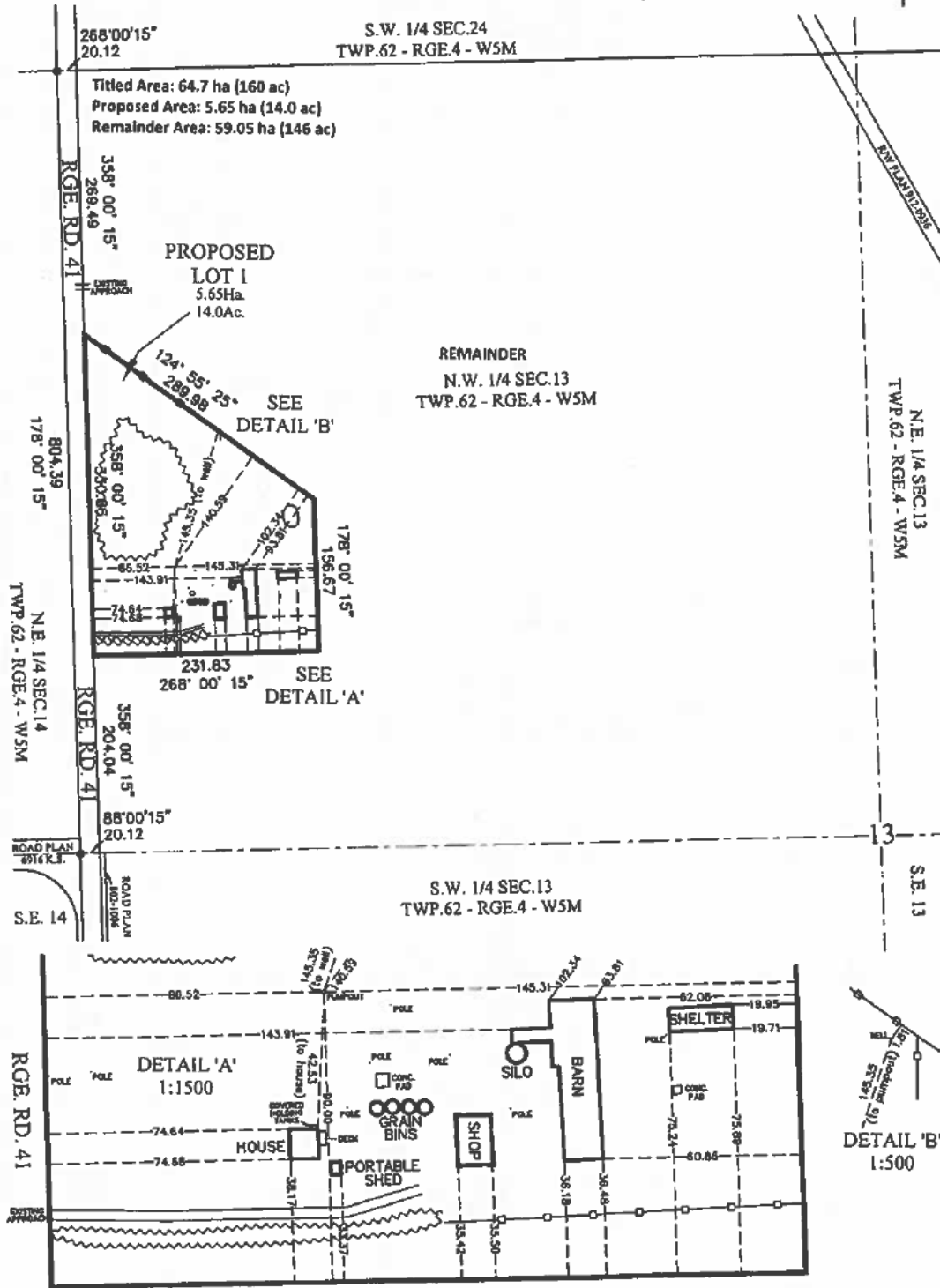
FURTHER INFORMATION MAY BE PROVIDED AS AN ATTACHMENT





PLAN SHOWING PROPOSED SUBDIVISION OF

N.W. SEC.13 - TWP.62 - RGE.4 - W5M

COUNTY OF BARRHEAD No 11

SCALE:1:5000 2022 D. WILSON, A.L.S



NOTES: DISTANCES ARE IN METRES AND DECIMALS THEREOF
STATUTORY IRON SURVEY POSTS FOUND SHOWN THUS: 
PROPOSED LOT BOUNDARY SHOWN THUS: 
EDGE OF TREELINE SHOWN THUS: 
EDGE OF WATER FEATURES SHOWN THUS: 

DON WILSON SURVEYS LTD.
BOX 4120, BARRHEAD, ALBERTA
T7N 1A1 PHONE: (780) 674-2287
FILE: 22329 DATE: SEPTEMBER 29, 2022



Subdivision Report FILE INFORMATION

File Number: 22-R-607
Municipality: County of Barrhead No. 11
Legal: NW 13-62-4-W5
Applicants: Nate Wilson
Owners: Jacoba Moes Smit

Date Acknowledged: October 13, 2022
Referral Date: October 13, 2022
Decision Due Date: December 12, 2022
Revised Decision Date: n/a
Date of Report: November 24, 2022

Existing Use: Agriculture
Proposed Use: Country Residential
District: Agriculture (A)
Soil Rating: 5.5% & 53%

Gross Area of Parcel: 64.7 ha (160.0 ac.)
Net Area of Lot: 5.65 ha (14.0 ac.)
Reserve Status: Not required

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide an irregularly shaped and developed 5.65 ha (14.0 ac.) country residential parcel from a previously unsubdivided quarter section (NW 13-62-4-W5), in the County of Barrhead No. 11.

The site is in the northern portion of the County of Barrhead, approximately 3.2 km (2.0 miles) east of the Athabasca River, which is the boundary between Woodlands County and the County of Barrhead No. 11.

The site is adjacent to Range Road 41 (western boundary) and is approximately 0.8 km (0.5 miles) north of Township Road 622. Access to the proposed parcel and the remainder is from Range Road 41. Access requirements can be met from the local road.

From a review of the provincial data, the subject site is not affected by:

- abandoned wells;
- an identified historic resource;
- flood hazards lands;
- an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas is responsible.

The site may be affected by:

- pipeline right of way (Plan 912-0936);
- active oil/gas facilities (Blue Sky Resources natural gas pipeline, licence 24950-4);
- wetlands identified on the Merged Wetland Inventory;

From the application, the proposed use is “CR- Country Residential.”

The proposed lot is irregularly shaped, developed and is 5.65 ha (14.0 ac.) and contains a dwelling and accessory structures (shop, barn, shelter, grain bins and a shed). The lot is serviced by a drilled water well and private sewage disposal system (open discharge). From a sketch provided by the applicant, the northern and eastern boundaries are located to ensure the drilled water well is within the proposed lot. The southern boundary is set 90 m from the existing open discharge, however the discharge is 86.52 m (284 ft.) from the west quarter section boundary. If the private sewage disposal system was installed prior to 1990, the proposed parcel dimensions may satisfy the required setbacks for the open discharge system. There appears to be a suitable building site on the proposed parcel.

The remainder is undeveloped and contains cultivated lands. The remainder appears suitable for agricultural use.

The County assessment sheets show the subject quarter section as containing 147 acres at 53%, and 19.25 acres at 5.5%. The proposed parcel is developed and does not appear to include cultivated lands.

In the opinion of the planner, the proposed subdivision of the existing yard site should not significantly impact the agricultural capability of the balance of the quarter section. The proposed subdivision appears reasonable. There appears to be reasonable building sites on the proposed parcel and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead	<ul style="list-style-type: none"> Development Agreement is required for road widening (along Range Road 41 west boundary). Reserves are not required. Property taxes are not outstanding. The proposal conforms to the County's LUB and MDP. Site is not within 1.5 km of sour gas facility. Site is within 2 miles of a CFO. <i>The planner reviewed the NRCB Confined Feeding Operations records and confirmed that Permit 16-2001 has been issued by the NRCB, which affects SW 12-62-4-W5. SW 12 is approximately 1.6 km (1.0 miles) south of the subject site.</i> Private sewage inspection required.
2. Alberta Energy Regulator	<ul style="list-style-type: none"> No response. The applicant has indicated that the site is not affected by sour gas facilities or abandoned wells. Facilities with AER licences are located within the quarter section.
3. Alberta Environment & Parks	<ul style="list-style-type: none"> No objections.
4. Canada Post	<ul style="list-style-type: none"> No response.
5. Woodlands County	<ul style="list-style-type: none"> No response.
6. Blue Sky Resources Ltd.	<ul style="list-style-type: none"> No response.
7. FortisAlberta	<ul style="list-style-type: none"> No objections. No easement is required. FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make application for electrical services.
8. Telus Communications	<ul style="list-style-type: none"> No objections.
9. Apex Utilities	<ul style="list-style-type: none"> No response. Please notify Alberta One Call at 1 (800) 242-3447 to arrange for "field locating" should excavations be required within the described area.
10. Pembina Hills School Division	<ul style="list-style-type: none"> No objections. No Reserves requested.
11. Alberta Health Services	<ul style="list-style-type: none"> No response. MPS notes that development on the subject site must be carried out in a manner that does not create a nuisance, as defined in the <i>Public Health Act</i>, R.S.A. 2000, c. P-37, as amended and the <i>Nuisance and General Sanitation Regulation</i>, AR 243/2003. Further, setback distances outlined in ss. 15(1) and 15(2) of the <i>Nuisance and General Sanitation Regulation</i> must be met.

Adjacent landowners were notified on 13 October 2022. ***No comments or objections from adjacent landowners were received.***

3. STATUTORY ANALYSIS

MDP AND LUB REQUIREMENTS

The subject site is designated “Agriculture” in the County of Barrhead *Municipal Development Plan Bylaw 4-2010* (MDP). Farming is the intended use of the land. Table 1 in **Section 3.2.3(15)** of the Plan indicates that country residential uses are allowed, with a normal, combined maximum area of 6.0 ha (15.0 ac.) allowed for residential parcels, and a maximum of 3 country residential parcels and/or fragmented parcels within the quarter section. The subdivision creates the third parcel within the quarter section. It will subdivide 5.65 ha (14.0 ac.) from the quarter section. The total area of country residential parcels within the quarter section to 5.65 ha (14.0 ac.). The country residential parcel does not exceed 6.06 ha (15.0 ac.). **Therefore the proposed parcel may conform to the County MDP.**

The subject site is in the Agricultural (A) District in the County of Barrhead *Land Use Bylaw 5-2010* (LUB). Single detached dwellings are allowed. The minimum parcel area is 0.4 ha (1.0 ac.). The maximum parcel area for a developed CR use parcel is 6.07 ha (15.0 ac.). The proposed parcel is 5.65 ha (14.0 ac.) and less than the maximum area. **Therefore, this subdivision conforms to the County’s Land Use Bylaw.**

MGA AND MRS DR REQUIREMENTS

Section 10 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, requires that the written decision of a Subdivision Authority include reasons for the decision, including an indication of how the Subdivision Authority has considered any submissions made to it by the adjacent landowners and the matters listed in Section 9 of the *Regulation*. Section 9 indicates that, in making a decision, a Subdivision Authority must consider its topography; its soil characteristics; storm water collection and disposal; any potential for flooding, subsidence or erosion; accessibility to a road; the availability and adequacy of water supply, sewage disposal system, and solid waste disposal; whether the proposal complies with the requirements of the *Private Sewage Disposal Systems Regulation*; the use of land in the vicinity; and any other matters that it considers necessary to determine whether the land is suitable for the purposes for which the subdivision is intended.

In the opinion of the planner, with respect to these matters:

- | | |
|------------------------|---|
| • topography | • flooding |
| • soil characteristics | • subsidence/erosion |
| • storm water | • accessibility |
| • water supply | • <i>Private Sewage Disposal Systems Regulation</i> |
| • sewage disposal | • use of land in vicinity |
| • solid waste | • other matters |

the proposed subdivision appears satisfactory.

A note following the decision can indicate the Subdivision Authority’s indication and satisfy the Regulation in this regard.

Sections 11 through 20 of the *Matters Related to Subdivision and Development Regulation* are satisfied.

The proposed subdivision will create the first country residential use parcel within the quarter section. In the opinion of the planner, section 663(a) of the *Municipal Government Act* applies to the proposed lot and Reserves are not due.

The subject site is affected by wetlands and contains facilities with licences issued by the AER, appeal of the decision is to the Land and Property Rights Tribunal.

Reserves

The ability to take Reserves is noted above.

4. SUMMARY

The proposed subdivision is for country residential use, and may conform to provisions in the County's Land Use Bylaw and Municipal Development Plan as well as the requirements set forth in the MGA and applicable Regulations therefore the subdivision can be approved subject to the following conditions:

1. Land Acquisitionre: Road Widening
2. Accesses and approaches
3. Private Sewage Inspection
4. Real Property Report, including PSDS location
5. Taxes up to date

5. RECOMMENDATION

That the subdivision application be approved at this time, subject to the following conditions:

1. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-foot wide future road widening on the western boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
2. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11.
3. That prior to endorsement of an instrument effecting this plan, the County of Barrhead No. 11 and Subdivision Authority receive a Certificate of Compliance stating that the existing sewage disposal system(s) on the subject site meet current provincial requirements or have been relocated or redesigned to comply with the current Alberta *Private Sewage Systems Standard of Practice*, and are suitable for the intended subdivision.
4. That prior to endorsement of an instrument effecting this plan, the Subdivision Authority Officer, and the County of Barrhead No. 11 receive a Real Property Report or a building site certificate prepared by an Alberta Land Surveyor which indicates the distances between the buildings and shelter belts and above-ground appurtenances, including the location of the private sewage disposal system and discharge point on the subject lands and the existing and proposed property boundaries. Should there be structures on the site to be demolished or relocated, we recommend that they be demolished or relocated prior to the preparation of the Real Property Report.
5. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.



REQUEST FOR DECISION

DECEMBER 6, 2022

D

TO: COUNCIL

RE: COMMUNITY HALLS STRATEGY: STAKEHOLDER ENGAGEMENT “WHAT WE HEARD” REPORT

ISSUE:

Council to accept for information the final “What We Heard” Report of the Community Halls Strategy Stakeholder Engagement Session before Administration posts the report on the County website and begins drafting the Community Hall Strategy.

BACKGROUND:

- April 5, 2022 – Council approved the 2022 – 2026 Strategic Plan which specifically included the Development of a Community Halls Strategy.
 - Broad strategy to help address the complex issues that affect sustainability and viability of community halls in the County of Barrhead
 - Stakeholder engagement and validation was identified as essential to development of a strategy
- August 18, 2022 – County of Barrhead sent a survey to community hall stakeholders to determine availability of representatives to attend an engagement session.
- September 20, 2022 – Council approved Public Engagement Plan for Community Halls Strategy, which outlined levels and methods of required stakeholder consultation.
- October 5, 2022 – Stakeholder engagement session held at Glenreagh Hall
 - Received first-hand accounts of the real issues community halls face and identified priorities and goals for stakeholders.
- November 1-14, 2022 – Stakeholder validation period
 - Draft “What We Heard” Report circulated to Community Hall Stakeholders for comment, to ensure engagement session discussion was accurately reflected in the report

ANALYSIS:

- Stakeholder engagement prior to the development of a Community Hall Strategy provides an opportunity for stakeholders to share their concerns and recommendations regarding viability and sustainability of community halls.
- “What We Heard” Report was compiled from feedback received during the October 5, 2022 engagement session, including SWOT analysis and goal setting.
 - During stakeholder validation period, 2 stakeholders responded with comments, changes, or further clarity to be incorporated into the report.
- “What We Heard” Report will be crucial to inform the development of the DRAFT Community Halls Strategy.

- Use of in-person engagement, validation, and priority setting provides insight into the opinions and perceptions of stakeholders, which can include:
 - Real problems affecting community halls
 - Recommendations on how to address concerns & suggest solutions
 - Identification of priorities
 - Recommendations on how to address future development
- A further public engagement session will be required with community hall stakeholders once Administration has completed the DRAFT Community Halls Strategy which will include a framework for assessing solutions and recommendations.

STRATEGIC ALIGNMENT

This decision aligns with the following:

- Pillar 3 – Rural Lifestyles
 - Goal 3.1 – County has an inventory of natural and community assets
 - Strategy 3 – Develop a Community Hall Strategy and inventory of historic features.

ADMINISTRATION RECOMMENDS THAT:

Council accept the Community Halls Strategy Stakeholder Engagement Session “What We Heard” Report for information.



COMMUNITY HALL STRATEGY
Stakeholder Engagement Session
(October 5, 2022):
“What We Heard” Report
(Step 1)

October 2022

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COMMUNITY HALL STRATEGY

2022

STAKEHOLDER ENGAGEMENT

Community Hall Strategy - Introduction

Background

Community Hall Stakeholder Engagement aims to explore the viability of community halls and determine solutions to support their sustainability. In assessing the viability of Community Halls, the County will examine the current situation, challenges, and opportunities for improvement. The County will also clarify expected roles and responsibilities of community hall organizations and the County of Barrhead.

Communities have a range of needs - social, cultural, recreational, and informational. Strong and healthy communities are built on their capacity to meet these needs through encouraging participation, forming relationships, and creating a sense of belonging.

One way of meeting these needs has been to provide a base from which to deliver services, that also acts as a focal point for community activities. The spaces themselves can become concrete symbols of community cohesion.

Thus, community facilities are not just about buildings and space – they are the arena for a range of services that provide opportunities for people to come together to meet, play, learn, share information, and help each other. They are venues for arts, cultural, educational, recreational, and leisure activities, provide accommodation for volunteer groups, and are important gathering points in case of emergencies. Access to community facilities is vital as they play a critical part in strengthening the community by bringing people together.

Traditionally, planning and construction of community halls in the County has been driven by local volunteers, with financial assistance from fundraising and donations. Even though community involvement in some halls has waned over the years, they remain a vital part of the County's social fabric. Additionally, the management and maintenance of the halls still relies heavily on the willingness and energy of volunteers.

There are 15 community halls in the County of Barrhead. Services provided at these halls vary significantly between facilities, depending on the nature of the building and associated assets. A constantly changing society has also resulted in changing needs for some facilities. Greater mobility, changes in population, and changing leisure preferences have had significant impacts on community halls.

To maintain the social, cultural, recreational, and informational benefits offered by these community halls, there are many diverse and complex issues which must be addressed. In the past, individual issues have been handled on a case-by-case basis, which can result in inconsistent decision making by the County. A Community Halls Strategy will address issues faced by County community halls by examining challenges and opportunities as well

as provide guidance to Council on short- and long-term decision-making when exploring roles and responsibilities of the County.

By starting with an in-person engagement session, the County hopes to collect information that accurately reflects real issues faced by community halls and identify priorities and solutions for those problems. Ultimately, the Community Halls Strategy will provide clear direction on how to address current concerns and promote the sustainable operations of community halls.

Purpose of Public Engagement

Robust and effective public participation will assist the County and community hall organizations in being more accountable and responsive.

A public engagement session aims to engage community hall stakeholders to share information, solicit constructive feedback, and help guide future decision-making. As stakeholders speak, the County gains a clearer sense of priorities and the preferred path forward. The public participation used for this project will contribute to a common understanding, informed decision making, and strengthened relationships.



Goals of Public Engagement

Engagement Goal: All community hall stakeholders will have meaningful opportunities to share their concerns and recommendations regarding the sustainability of community halls and help provide the foundation for development of a Community Halls Strategy.

Engagement Objectives: The following objectives will ensure the public engagement process is transparent, focused, and accessible:

1. Obtain stakeholder input: involve key stakeholders to identify issues and opportunities related to community halls
2. Document feedback: effectively, clearly, and concisely document all ideas, questions, and concerns
3. Validate feedback: compose input received into “What We Heard Report” and validate accuracy of information

Who are the Stakeholders?

For the Community Halls Strategy project, targeted stakeholders are defined as volunteers, directors, or board members associated with community halls throughout the County of Barrhead. However, public users of community halls will not be excluded from participating.

Application of Stakeholder Feedback

Feedback obtained from the engagement session will inform the development of the Community Halls Strategy. Implementation and execution of the Community Halls Strategy is not part of this project but is the next step in the process.

Project Process

Method

Community Halls Stakeholder Engagement Session

County of Barrhead held an in-person Community Hall Stakeholder Engagement session on October 5, 2022, at Glenreagh Hall. The engagement session consisted of focused conversations surrounding a SWOT (strength-weakness-opportunity-threat) Analysis of community Halls. Stakeholders were broken into six (6) groups to complete the SWOT Analysis, and then brought together to discuss their findings.

Engagement Session Validation

The “What we Heard” Report will compile, and present information gathered from the stakeholder engagement session on October 5, 2022. This report will be distributed to stakeholders involved in the in-person conversations, so they have the opportunity to validate that the information presented in the report accurately reflects discussion held during the engagement session. Upon request, community hall stakeholders who did not attend the engagement session may also receive a copy of the “What we Heard” Report.



Develop Community Hall Strategy (Next Steps)

After the “What we Heard” Report has been validated and accepted by Council for information, the County of Barrhead will use the information in the report to develop a DRAFT Community Hall Strategy.

A 2nd stakeholder engagement session will be held to work through the DRAFT Strategy focusing on solutions, recommendations, roles and responsibilities, timelines and costs.

The DRAFT Strategy will also go through a validation process before it is presented to Council for approval and becomes a public document. The Community Halls Strategy will become a fundamental guiding document for the County of Barrhead and give clear direction for future decisions regarding Community Halls.

Feedback from Stakeholders

SWOT Analysis

A high-level analysis of community hall's strengths, weaknesses, opportunities, and threats (SWOT) was completed during the stakeholder engagement session. The SWOT allowed the County to gain a deeper understanding of the current situation facing community halls. During the engagement session, stakeholders were divided into 6 groups, comprised of individuals representing 13 of the 15 community halls. Results are provided below as an overview of the discussion. The intent is to capture the diversity of topics shared while also identifying, where possible, a percentage of the 6 stakeholder groups that expressed similar responses.

1. Strengths

Strengths are considered INTERNAL to the community hall's structure and organization. Identifying strengths informs the discussion on exploring opportunities as the intent would be to leverage or build on existing qualities, abilities, expertise, and resources. Even further, how can your strengths combat potential threats.

S Strengths

Current qualities, abilities, expertise, & resource availability

1.1 Location

All 6 groups (100%) found strengths in the location of their community hall. Although community halls are located in many different areas throughout the County, each location offers its own unique strengths.

Location of Community Hall	Advantage
Near highway	<ul style="list-style-type: none">• Easy access• Do not require visitors to travel on unpaved roads• High visibility
Close to Town	<ul style="list-style-type: none">• Attract town residents and visitors
Rural-remote	<ul style="list-style-type: none">• Attract those who wish to escape busy urban environments; rural experience
Proximity to attractions (historic sites, lakes, trails)	<ul style="list-style-type: none">• Attract visitors of these attractions
Close to Edmonton	<ul style="list-style-type: none">• Attract urban visitors not wanting to travel far

1.2 Size

Size of facilities was identified as a strength for 67% of the groups. Community halls vary quite a bit in size, with capacities from 60 to 300 people. However, different sizes can offer unique strengths. Small halls are able to offer a more intimate experience to guests and are better suited for small, private events, while larger halls can hold more people and are better suited for large, public events.

1.3 Amenities

Indoor and outdoor amenities were identified as a strength by 100% of the groups. Each hall has a different combination of amenities to offer visitors. Outdoor amenities include ball diamonds, campgrounds, fire pits, playgrounds, and skating rinks. Indoor amenities include air conditioning, fireplaces, kitchens, bathrooms, tables & chairs. These amenities have the ability to make a hall more attractive to visitors. Depending on the requirements of their event, visitors may choose one location over another based on the different amenities offered at each.

1.4 Experienced board of directors

An experienced board of directors was identified by 83% of the groups as a strength. With an experienced board, community halls spend less time training new members. Experienced directors are already familiar with the organization and the community. They know what has been done in the past and can share their history and experience.

1.5 Diversification

Being versatile and able to offer a venue suited to a diversity of events or being able to offer diverse services was identified by 83% of the groups as a strength. The diversity of events included but are not limited to polling stations, casinos, snowmobile rallies, horse shows, 4H, and other family events. Recently many of the halls have begun looking for alternative ways to generate revenue, instead of relying solely on rentals. An example of diversification identified was offering equipment rentals such as tables and chairs.

1.6 Affordability

Affordability of facilities and services was identified as a strength by stakeholder groups. Compared to urban centers, rental rates of rural community halls are usually significantly less expensive. Overall cost to host an event is generally much more affordable as well.

2. Weaknesses

Weaknesses are considered INTERNAL to the community hall's structure and organization. Identifying weaknesses informs the discussion when exploring opportunities. Typically, you would avoid anything that highlights the weakness or at least minimize or address the weakness before pursuing an opportunity.

2.1 Facility Condition

Facility condition was identified as a weakness by 100% of the groups. There are several reasons why facility condition was identified as a weakness, such as age, maintenance costs, and presence of pests. Majority of the community halls were built many years ago and have begun to show signs of deterioration. With deterioration comes the requirement for increased maintenance, which leads to increased costs. All of the community halls are struggling to keep up the condition of their facility and have limited to no information on lifecycle costs or capital costs.

W

Weakness

Current qualities & situations that hinder productivity and ability to reach full potential

2.2 Member involvement

Member involvement was identified as a weakness by 100% of the groups. Over the years, community halls have experienced a decrease in member involvement. Community members appear to be losing interest in their local hall or lack time the time to commit. Community halls are struggling to find new people to join. As a result, the same groups of individuals have been running the halls for many years (some +50 years). These groups that operate and maintain the halls are growing older and will likely soon retire, which could leave a gap in hall management and operations.

2.3 Location

Although all groups found strengths in the location of the community halls, 83% of the groups also identified weaknesses in their location.

Location of Community Hall	Disadvantage
Near other halls or similar facilities	<ul style="list-style-type: none">• Competition
Farther from Town	<ul style="list-style-type: none">• More difficult to attract urban visitors who prefer to drive short distances (limited by time)• Less nearby population to volunteer or use hall
Nearer to Town	<ul style="list-style-type: none">• Close to larger population can increase vandalism or break in attempts• Abuse of facilities (example: dog park)
Remote with limited surveillance or police presence	<ul style="list-style-type: none">• Potential for security issues• Lower response time for 1st responders
Remote with limited cell phone /internet service	<ul style="list-style-type: none">• Unable to support events that require internet service• Increased risk with limited cell phone coverage (emergency response)• Difficult to conduct business
Remote with limited services	<ul style="list-style-type: none">• Operating on wells or water tanks can create issues (or even perception of issues) regarding quantity and quality of water• Halls not on pavement may struggle to attract urban visitors

3. Opportunities

Opportunities are considered EXTERNAL to the community hall's structure and organization. Identifying opportunities allows you to explore possibilities by leveraging your strengths and avoiding or minimizing your weaknesses.

3.1 Donations & Sponsorship

Working with businesses and individuals to obtain donations and sponsorships was identified as an opportunity by 16% of the groups. In the past, local businesses have been willing to

O

Opportunities

Possibilities of what can be done & where effectiveness is possible

make donations both cash and in kind (goods & services) to community halls. They have also sponsored community events and act as a valuable resource for supporting and promoting certain events.

3.2 Advertising

Advertising was identified as an opportunity by 100% of the groups. Currently, community halls have very limited to no advertising. Most rentals are currently through word of mouth; however, this method is becoming less effective as more business is conducted electronically. Word of mouth is also prohibitive to those who are new to the community or from outside of the community. With advances in technology and advertising channels, there are various opportunities for community halls to expand their advertising methods. Website and social media channels were the main advertising opportunities identified by stakeholders.

3.3 Community events

Community events were identified as an opportunity by 67% of the groups. There are several community events that are scheduled in the County and the region every year, such as ball tournaments, rodeos, and rallies. Community halls offer the perfect place to hold these events. Holding these events will generate more awareness of the halls existence and can in turn generate more rentals.

3.4 Expand amenities & facilities

Expanding amenities and facilities were identified as an opportunity by 67% of the groups. In expanding amenities and facilities, halls can attract more visitors by increasing the services they offer. Expanded amenities may include upgrading kitchens with commercial appliances, installing air conditioning, adding or expanding ball diamonds or adding a fireplace. Upgrading amenities could also allow community halls to save costs. For example, halls could save money on electricity, if they were to switch some of their amenities to more cost-effective options or replace amenities that have become costly in repairs and maintenance.

3.5 Grants & Fundraising

Grants and fundraising were identified as an opportunity by 67% of the groups. Community halls often rely on grant funding from various external organizations to offset their operating costs. In the past, halls have received grants from both the Government of Alberta and the County of Barrhead.

Fundraising is also commonly used by community halls to help generate revenue. One of the main forms of fundraising currently utilized is casinos. Through Alberta, Gaming, Liquor, and Cannabis (AGLC), halls can apply to host a casino night where they receive a portion of the profits made from the event. This profit is then used to help offset the operational costs associated with the community hall. Availability of opportunities to host a casino night are limited.

3.6 Reducing Costs

Ability to reduce costs was identified as an opportunity by 33% of the groups. Stakeholders identified opportunities to reduce costs associated with some of their utilities and amenities. One method of reducing costs was to enter into a fixed rate contract with their electricity provider to avoid rising costs of power. Taking a deeper look at all current expenses and finding ways to reduce any unnecessary costs.

In addition, supporting advocacy efforts to implement changes to demand rates and how power consumption is calculated for community halls was seen as an opportunity.

3.7 Internet

Internet was identified as an opportunity for 16% of the groups. With technology advancements, it becomes difficult to rent a facility that does not offer internet access. The partnership between MCSnet and the County of Barrhead installed 58 km of fiber lines throughout the County, creating the opportunity to extend internet access. Further exploration is required to determine how community halls can access this internet in order to increase the variety of events they can hold and be better equipped to conduct business and secure rentals.

3.8 Active & involved community

An active and involved community was identified as an opportunity by 67% of the groups. When a community is active and involved it can provide an opportunity for community halls to recruit new members. 2 groups of community members were identified as being typically involved in the community:

- 1) Long-term residents who have grown to appreciate the importance of community halls
- 2) New families who are looking to get more involved in their community

3.9 Recruit new members

Recruiting new members was identified as an opportunity by 16% of the groups. These stakeholders identified that over recent years there has been an increase in residents in their community. These residents may be potential new members of the community hall who can help the organization grow and sustain itself, while also offering a fresh new perspective and ideas.

3.10 Tourist locations

Attracting visitors from tourist locations was identified as an opportunity for 16% of the groups. Some of the halls are located near popular tourist locations such as lakes, trails, and historic sites. These locations provide a unique opportunity for halls to attract visitors of the tourist locations to the hall.

3.11 Centralization

Centralization was identified as an opportunity by 16% of the groups. Centralization would involve combining several community halls into one larger hall, which could be jointly ran by all groups or assigned individuals. This opportunity could address the issues community halls face related to lack of volunteers and other resources. Centralization would decrease each group's operational costs, as the costs would be shared amongst one

larger group. With decreased costs, halls could increase their profit allowing them to better maintain the facility.

Centralization of services or collaboration was also discussed, such as central booking site for halls or collaborating to share volunteers and revenue from fundraising.

3.12 Education

Education was identified as an opportunity by 100% of the groups. As technology advances, it creates an opportunity for halls to educate the public on their role in their community. Through this education, halls can share the benefits of community involvement and use this information to persuade new members to join their organization. Halls can also educate the public on their history and provide stories of past successes. When people know more about the work of the halls and what they offer to the community, it may increase their willingness to use the facilities or even join the organization.

3.13 Modernize & leverage technology

Modernizing and leveraging technology was identified as an opportunity by 100% of the groups. Modernized technology has the ability to increase efficiencies in the hall's day to day operations. Technology can help halls track rentals, update contact information, advertise events, increase security, and communicate with the public. There are various forms of technology that halls can use and leverage, which form is the best option may be different for each hall.

4. Threats

Threats are considered EXTERNAL to the community hall's structure and organization. Identifying threats helps you to take action against them before they can negatively affect you.

4.1 Changing demographics & population

Changing demographics and decreasing population was identified as a threat by 100% of the groups. According to the 2021 Statistics Canada Census, the population of the County of Barrhead is aging and decreasing. This reality makes it difficult for community halls to find young, new members to join their organization.

4.2 Changing community values

Changing community values was identified as a threat by 100% of the groups. Over the years, there appears to be a decreased value placed on community involvement. As a result, individuals appear to have less time to volunteer, to be losing interest in getting involved with community halls and losing interest in being active community members. This shift in values makes it difficult to find people who are willing to help operate the hall.

4.3 Crime/illegal activities

Crime and illegal activities were identified as a threat by 83% of the groups. Due to the remote location of many community halls, there is often limited police presence. Many of the halls are also not equipped with security or surveillance systems, making them

T

Threats

Potential vulnerability, often uncontrollable that may jeopardize reliability & success

vulnerable to crime and other illegal activities. Due to the limited revenues of the halls, if damage were to occur to their property or facilities, it could be detrimental to their continued operation.

4.4 Operating costs

Operating costs were identified as a threat by 100% of the groups. Costs for utilities such as electricity, water, and insurance costs are very costly. With the fluctuation in rates for electricity, it becomes difficult for halls to know exactly how much they will be charged each month. With their already tight budget, these uncertainties can create a large threat to their continued operation.

Demand rates have also created a large issue for community halls. These rates are calculated using the single highest 15-minute interval of power consumption over the billing cycle. This rate creates an issue when the halls are only used a few days throughout the month but are charged demand rates that assume full time use.

4.5 Limited/no cell phone/ internet service

Limited or no cell phone and internet service was identified as a threat by 100% of the groups. There are many areas in the County which have very poor or no cell phone service. Without adequate service, halls have difficulty securing rentals and communicating with other members and the public. Many groups also require cell phone and internet access when renting a facility, if halls cannot provide this, these groups may go elsewhere for their rentals.

4.6 Red tape

Red tape was identified as a threat by 83% of the groups. There are various forms of red tape hindering the ability of community halls to operate efficiently. This red tape includes complex and lengthy applications required for insurance, food and liquor licenses, and grant applications. Red tape can also include cumbersome government rules and regulations which apply to community halls. Red tape can create significant strain on community hall directors and support staff, making it difficult for them to complete tasks and even impact progress on other projects due to lack of resources.

4.7 Competition

Competition was identified as a threat by 83% of the groups. Competition can arise from a variety of sources such as other community halls or other forms of entertainment. Many of the halls indicated that they are struggling to compete with the entertainment available in the city. In the past, a common form of entertainment was to attend the local community hall with neighbors. Now, with easier access to larger urban areas, individuals are finding entertainment in new, urban activities. The increased availability of alternative entertainment has had a negative effect on demand for community halls and the proximity of multiple community halls in an area further enhances the competition.

4.8 Income/revenue

Lack of income/revenue was identified as a threat by 100% of the groups. Community halls are experiencing a decrease in revenue due to less overall usage of the halls along with an increase in costs. Many of the halls are barely making enough money to survive,

and do not have funds for extra or unexpected expenses. Lack of income/revenue presents a challenge as community halls are unable to modernize their facility, make repairs and improvements or take risks on offering events.

4.9 Public awareness

Lack of public awareness was identified as a threat by 100% of the groups. Fewer individuals in the community know about the hall in their neighborhood and what the organization does. This lack of awareness can lead to misunderstandings and lack of participation. A common misconception is that being a part of a community hall requires a lot of work and a huge time commitment with very little reward. This type of misunderstanding makes it difficult for halls to attract individuals to join their organization.

Community Hall Stakeholder Goals

Short-Term Goals (1-3 years)

After completing the SWOT Analysis, stakeholders were asked to identify short-term goals that they would like to see their hall achieve within the next 1 - 3 years. Below are the short-term goals identified by stakeholders.

1. Develop & Improve Advertising

100% of stakeholders identified improvements in advertising as a short-term goal to be accomplished.

Stakeholders discussed the various forms of advertising the halls could use, such as social media, websites, and online advertisements. Once these methods have been developed community halls can monitor and constantly improve their technique.

Advertising will help community halls showcase their unique facilities and what they have to offer. Effective advertising can help community halls increase both their rentals and member involvement.

2. Engage & Educate Community Members

100% of stakeholders identified engaging and educating community members as a short-term goal to be accomplished.

Community halls may achieve engagement and education through the 1st goal of developing and improving advertisements. However, stakeholders also identified additional methods to engage and educate community members, including at various community events, information sessions, changes to school curriculum, school and municipal newsletters, partnerships, and finding ways to “showcase” and “tell their story.”

3. Increase Revenue & Decrease Expenses

100% of stakeholders identified increasing revenue and decreasing expenses as a short-term goal to be accomplished.

No single solution will ensure halls generate enough revenue to maintain operations. As discussed throughout the engagement, there are many different components which contribute to expenses such as electricity, insurance, and maintenance. There are also many different components which contribute to revenue such as rentals, grants, and

fundraising. Therefore, generating revenue will require the coordination of multiple efforts to balance both expenses and revenue.

Long-Term Goals

After identifying short-term goals, community hall stakeholders were asked to identify the long-term goals, that they would like to see their hall achieve within the next five (5) or more years. Below are the long-term goals identified by stakeholders.

1. Succession Planning

100% of stakeholders identified succession planning as a long-term goal to be accomplished.

Throughout the engagement, stakeholders have indicated difficulty finding new members to join the organization. This challenge places a heavy burden on existing members to continue operations. As members begin to age and retire, it becomes critical to have a succession plan in place. A succession plan will ensure the organization can continue to operate after members retire and that the hall's success does not rely on one individual.

2. Increase Volunteers

100% of stakeholders identified increasing volunteers as a long-term goal to be accomplished.

There are varied and complex reasons why each hall has difficulty obtaining volunteers. Therefore, each hall may need to take a slightly different approach to increase its number of volunteers. Through advertising their strengths and sharing their story, each organization can increase its chance of persuading new members to join.

3. Upgrade Facilities

100% of stakeholders identified upgrading their facilities as a long-term goal to be accomplished.

Upgrading facilities will increase the hall's overall attractiveness and ensures it stays in line with health and safety standards. Upgrading facilities requires extra resources, such as time and money, and therefore success in achieving this goal is strongly influenced by increasing revenues and members.

Summary

Through the SWOT Analysis, there were numerous issues and ideas identified which will be addressed in the Community Hall Strategy. The table below provides a summary of the list of items discussed.

SWOT	Ref. #	Topic	Brief Description
Strengths	1.1	Location	Each location offers unique strengths
	1.2	Size	Different sizes are better suited for different events
	1.3	Amenities	Each hall offers a combination of different amenities
	1.4	Experienced board of directors	Majority of board members have been with their hall for many years
	1.5	Diversification	Halls offer venues for diverse events; some have diversified their business beyond facility rentals
	1.6	Affordability	Rental rates and cost to host an event is generally more affordable than urban centers
Weaknesses	2.1	Facility Condition	Facilities are becoming old and require extensive maintenance and repair
	2.2	Member Involvement	Halls struggle with low member involvement
	2.3	Location	Each location presents unique weaknesses
Opportunities	3.1	Donations & Sponsorship	Businesses and individuals can offer donations and sponsorships
	3.2	Advertising	Various channels available for halls to leverage and advertise through
	3.3	Community Events	Many community events held in the County and region which require the use of community halls
	3.4	Expand Amenities & Facilities	Offering more amenities and facilities will help halls attract more rentals
	3.5	Grants & Fundraising	Explore government grants and fundraising opportunities
	3.6	Reducing Costs	Reduce costs through fixed rate contracts and advocate for change to demand rates
	3.7	Internet	New fiber lines in the County requires exploration
	3.8	Active & involved community	More active and involved the more likely to attract members
	3.9	Recruit New Members	Use increase in population and advertising to recruit new members.
	3.10	Tourist Locations	Nearby tourist locations can help attract visitors
	3.11	Centralization	Combine several smaller halls into one, jointly manage large hall; centralize bookings; collaborate

	3.12	Education	Educate community members on the work and value of community halls
	3.13	Modernize & Leverage Technology	Increase efficiencies in operations
Threats	4.1	Changing Demographics & Population	Populations are decreasing and aging
	4.2	Changing Community Values	Decreased value on community involvement; less time to volunteer; less interest
	4.3	Crime/Illegal Activities	Crime/illegal activities present in remote areas
	4.4	Operating Costs	Utility costs are increasing; demand rates elevate costs; insurance costs increasing
	4.5	Limited/No Cellphone/Internet Service	Limited or no cellphone and internet service in many parts of the County
	4.6	Red Tape	Red tape hinders ability of halls to operate efficiently
	4.7	Competition	Competition can draw visitors away from halls or divide rentals among halls
	4.8	Income/Revenue	Lack of income/revenue makes it difficult for halls to maintain operations
	4.9	Public Awareness	Lack of public awareness surrounding the work and value of community halls



REQUEST FOR DECISION

DECEMBER 6, 2022

E

TO: COUNCIL

RE: REAFFIRM HEALTH & SAFETY POLICY AD-001

ISSUE:

Council annually acknowledges commitment to the County Health & Safety Management System by reaffirming the Health & Safety Policy AD-001.

BACKGROUND:

- November 17, 2020 – Council repealed Bylaw 9-2010 Safety Committee and approved the Health & Safety Policy AD-001 which rescinded Policy 2.28 Safety and Loss Control.
 - These steps ensured the County was compliant with *OHS Act*.
- October 2021 - Joint Workplace Health & Safety Committee (JWHSC) members reviewed the Health & Safety Policy AD-001 and made recommendations to the CAO.
- November 16, 2021 – Council reviewed and accepted the changes to the Health & Safety Policy as recommended by the committee.

ANALYSIS:

- No changes or revisions are required/recommended to this current version of policy AD-0001
- Next review will take place in 2023 unless an earlier review is required due to an incident, changes to legislation or recommended by JWHSC.

ADMINISTRATION RECOMMENDS THAT:

Council reaffirms the Health & Safety Policy AD-001 as presented.

Policy Title: Health & Safety

Policy Number: AD-001 **Functional Area:** Administration

PURPOSE

The County of Barrhead is committed to a comprehensive Health & Safety Management System that protects its workers, and others including the general public that enter County worksites.

POLICY STATEMENT

The County of Barrhead No. 11 recognizes the importance of the physical, psychological, and social well-being of all employees. The employer, supervisors, and workers at all levels are responsible and accountable for the County's health and safety performance.

The primary goal of the County of Barrhead Health & Safety Management System is to ensure a safe and healthy environment for its employees, contractors, and visitors which prevents occupational illness and injury in the workplace.

SCOPE

The Health & Safety Policy AD-001 applies to the following within the County of Barrhead:

- Council
- CAO
- Managers and supervisors
- Non-management employees (Workers)
- Joint Workplace Health & Safety Committee
- Safety Coordinator
- Contractors and other parties at County worksites

DEFINITIONS

- a) "CAO" means the County Manager for the County of Barrhead as appointed by Council;
- b) "Worker" means a person who is filling a full-time, part-time, contracted, or casual position for the County;
- c) "Joint Workplace Health & Safety Committee" also known as the JWHSC means the Committee consisting of Employer and Worker representatives as required under the *Occupational Health & Safety Act*;
- d) "Alberta Occupational Health & Safety Act" also known as OHS Act and associated *Regulations and Code*, provincial legislation mandating workplace health and safety;
- e) "Safety Coordinator" means the worker designated by the CAO to coordinate and maintain the Health & Safety Management System for the County of Barrhead.

GUIDELINES

1. County workers and all parties such as but not limited to, contractors, suppliers or service providers at a County worksite are expected to be familiar and comply with:
 - a) County of Barrhead policies, administrative directives, and procedures
 - b) *Alberta Occupational Health & Safety Act, Regulation and Code*
 - c) All other legislation and best practices that pertain to the work they are responsible for

2. Responsibilities

- a. Council shall:
 - i) Approve the Health & Safety Policy to ensure policy remains current and Council's commitment is renewed
- b. County Manager (CAO) or designate shall:
 - i) Ensure that Managers and Supervisors receive the resources and direction required to perform in accordance with this policy,
 - ii) Visibly promote and communicate the County's commitment to health, safety, and wellness of Workers,
 - iii) Ensure that Workers are aware of their rights and obligations under the *OHS Act, Regulation and Code*,
 - iv) Ensure that Workers are not subjected to or participate in harassment or violence at the work site, and
 - v) Ensure that Workers are supervised by competent individuals that are familiar with the *OHS Act, Regulations and Code*
- c. Managers and/or Supervisors shall:
 - i) Ensure they are competent to supervise the Workers that are under their direct supervision,
 - ii) Visibly promote and communicate the County's commitment to health, safety, and wellness of Workers,
 - iii) Ensure Workers understand their rights and obligations under the *Alberta OHS Act, Regulations and Code* and the County's Health & Safety Management System,
 - iv) Take the necessary precautions to protect the health, safety, and welfare of all Workers under their supervision and other persons at the worksite(s),
 - v) Promote and encourage a workplace that is free of harassment and violence,
 - vi) Ensure Workers are provided with appropriate training,
 - vii) Ensure workers under their supervision work in accordance with the *OHS Act, Regulations and Code*,
 - viii) Ensure all known and foreseeable hazards are eliminated, or controlled, and communicated to Workers,
 - ix) Report concerns regarding unsafe or harmful worksite acts or conditions to the Safety Coordinator, and
 - x) Cooperate with the JWHSC in carrying out their responsibilities
- d. Workers shall:
 - i) Take reasonable care and cooperate with County management to protect the health and safety of themselves and other people at the worksite,
 - ii) Be fit for duty when arriving at the worksite,
 - iii) Use and wear required personal protective and safety equipment,
 - iv) Inspect tools, equipment, and vehicles before use,
 - v) Refrain from causing or participating in harassment or violence,

- vi) Report concerns regarding unsafe or harmful worksite act(s) or condition(s) to their Supervisor, Safety Coordinator, or a member of the JWHSC,
- vii) Refuse dangerous work that may endanger them or anyone at the worksite, and
- viii) Be familiar with emergency response plan and location of emergency equipment
- e. Joint Workplace Health & Safety Committee (JWHSC) shall:
 - i) Comply with duties in accordance with the Joint Workplace Health & Safety Committee Terms of Reference (administrative directive),
 - ii) Represent the Employer (County/CAO) and the Workers,
 - iii) Promote health and safety awareness, and
 - iv) Support the CAO in addressing health and safety concerns and making continual improvements to the Health & Safety Management System
 - v) Annually review the Health & Safety Policy AD-001 and submit any recommendations for change to the CAO
- f. Safety Coordinator shall:
 - i) Maintain the Health & Safety Management System for the County of Barrhead, and
 - ii) Support the JWHSC in carrying out their responsibilities
- g. Workers at every level including, Contractors and Other Parties, at County worksite(s) shall:
 - i) Be familiar with the requirements of the *OHS Act, Regulations and Code* as it relates to their work,
 - ii) Cooperate with any person exercising a duty imposed by the *Alberta OHS Act, Regulations and Code*,
 - iii) Comply with the *Alberta OHS Act, Regulations and Code* and County of Barrhead worksite policies.

REVIEW CYCLE

This Policy shall be reviewed annually or upon requirements or resulting from an incident or changes to governing legislation by the Joint Workplace Health & Safety Committee with recommendations brought to the CAO. Council to ratify annually.

CROSS-REFERENCE

1. *Alberta Occupational Health & Safety Act, Regulations and Code.*
2. Joint Workplace Health & Safety Committee Terms of Reference.

Effective: November 1, 2020
 Approved by: Council
 Replaces: Safety and Loss Control Policy No. 2.28
 Last Review: December 6, 2022

Resolution No: 2020-449

Amended Policy Resolution No: 2021-473

(Policy reviewed by the CAO)

Debbie Oyarzun

Next Review: 2023



REQUEST FOR DECISION

DECEMBER 6, 2022

F

TO: COUNCIL

RE: 2023 MEMBER-AT-LARGE APPOINTMENTS TO COUNCIL COMMITTEES

ISSUE:

Term for member-at-large appointments to a variety of Council Committees will expire at the end of December 2022 and new appointments are required.

BACKGROUND:

- Advertising for member-at-large positions was posted on the County website, in the Barrhead Leader, and by a BARCC Alert.
 - Closing date to accept applications was November 18, 2022.
- Summary below reflects the current members and number of members required for Council Committees.

Committee	Vacancies for 2023	Current Member(s)	Committee	Vacancies for 2023	Current Member(s)
Agricultural Service Board	4	Ken Anderson Lorrie Jespersen Uwe Quedenbaum Valerie Ehrenholz	Economic & Community Development	2	Annette Driessen Colleen Stein
Agricultural Pests Appeal	5	Brian Geis Jim Greilach Rick Mueller Valerie Ehrenholz Wayne Visser	Barrhead Regional Fire Services	1	Ivan Kusal
Weed Control Appeal	5	Brian Geis Jim Greilach Rick Mueller Valerie Ehrenholz Wayne Visser	Barrhead Regional Airport	2	Wade Evans Shawn Stephani

- All new committee appointments have a term of January 1, 2023 to December 31, 2023.

ANALYSIS:

- 17 individuals expressed interest in the 19 member-at-large appointments, with several individuals expressing interest in multiple committees.
- Council's consideration of the applications will require Council to move to an in-camera session under *FOIPP s. 19 Confidential Evaluations* during the December 6, 2022 regular meeting of Council (list of applicants and letter of interest will be provided separately, and documents reviewed during in-camera)

ADMINISTRATION RECOMMENDS THAT:

Council pass a separate resolution for each committee, appointing the appropriate number of public members.



REQUEST FOR DECISION DECEMBER 6, 2022



TO: COUNCIL

RE: 2023 MEMBER-AT-LARGE APPOINTMENTS TO LIBRARY BOARD

ISSUE:

Current term is expiring for 4 members-at-large for the Barrhead Library Board and new appointments are required.

BACKGROUND:

- Advertising for member-at-large position was posted on the County website, in the Barrhead Leader, and by a BARRC Alert.
- The Town and County of Barrhead entered into an agreement for an Intermunicipal Library Board on February 14, 2012.
 - Requires 7 members at large who may be residents of either the County of Barrhead or the Town of Barrhead, one of which shall be from the Neerlandia Library Society.
 - 4 positions will be vacant as of December 31, 2022 due to the resignations and current term ending.
- New committee appointments are for a 3-year term expiring December 31, 2025.

ANALYSIS:

- 5 applications were received for the board positions.
- Council's consideration of the applications will require Council to move to an in-camera session under *FOIPP s. 19 Confidential Evaluations* during the December 6, 2022 regular meeting of Council (list of applicants and letter of interest will be provided separately, and documents reviewed during in-camera)
- November 25, 2022 - Barrhead Library Board was consulted regarding member-at-large appointments.

ADMINISTRATION RECOMMENDS THAT:

Council appoint 4 members-at-large to the Barrhead Library Board for a term from January 1, 2023 to December 31, 2025.



REQUEST FOR DECISION

DECEMBER 6, 2022



TO: COUNCIL

RE: COMMUNITY DESIGNATION - ALBERTA ADVANTAGE IMMIGRATION PROGRAM, RURAL RENEWAL STREAM

ISSUE:

County of Barrhead has received Community Designation under the Alberta Advantage Immigration Program (AAIP), Rural Renewal Stream to support workforce challenges in the “Barrhead Community”.

BACKGROUND:

- County of Barrhead was approached by local industry and businesses that are having difficulty attracting and retaining employees to apply for Community Designation under the Rural Stream of AAIP
- Rural Renewal Stream is a provincial program that aims to address current labour and skill shortages in rural Alberta through a community-driven approach.
 - Requires a community to apply to the Government of Alberta for community designation.
 - Once designated, the community works with employers & collaborates with settlement agencies to recruit & retain newcomers.
 - Community endorses successful candidates that meet the AAIP criteria, and federal criteria.
 - Candidates submit their application to AAIP and if approved the candidate can apply for permanent residency (during this process the candidate can apply for a temporary work permit to work in the designated community)
- September 14, 2022 – Economic & Community Development Committee (ECDC) moved to recommend application for community designation under the AAIP’s Rural Renewal stream to Council
- September 20, 2022 – Council moved to provide a letter of endorsement to support the application for Community Designation under the AAIP’s Rural Renewal Stream, as recommended by the ECDC.
- September 27, 2022 – Town Council provided endorsement of the application for Community Designation
- Communities within the same economic region may form a partnership to submit an application.
 - September 29, 2022 – Application was submitted for the “Barrhead Community”, which includes both the County of Barrhead and Town of Barrhead.
- November 7, 2022 – “Barrhead Community” approved as a designated community.

ANALYSIS:

- County Administration is working to formalize commitment and responsibilities of partnering agencies and stakeholders, including:
 - Town of Barrhead
 - Province of Alberta / AAIP
 - Settlement supports
 - Family & Community Support Services
 - Economic development agencies
 - Local employers
- County website will be updated with a designated area to serve as a central source of information to promote this program to employers and potential applicants.

STRATEGIC ALIGNMENT:

Community Designation under the AAIP, Rural Renewal Stream aligns with the 2022-2026 Strategic Plan in the following areas:

PILLAR 1: ECONOMIC GROWTH & DIVERSITY

GOAL 1 County attracts & encourages investment

PILLAR 3: RURAL LIFESTYLE

GOAL 2 County promotes & celebrates success/achievements

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 3 County demonstrates leadership

ADMINISTRATION RECOMMENDS THAT:

Council accept for information, notification that the “Barrhead Community” received the Community Designation under the province’s AAIP’s Rural Renewal stream.



REQUEST FOR DECISION

DECEMBER 6, 2022

I

TO: COUNCIL

RE: 2023 WATER & SEWER UTILITY RATES AMENDMENT BYLAW NO. 9-2022 - (AMENDING BYLAW 14-2020, SCHEDULE A)

ISSUE:

Utility rates are reviewed on an annual basis to determine charges for the municipal services that are provided. These charges must be reflected in a Bylaw.

BACKGROUND:

- On November 25, 2022 the Barrhead Regional Water Commission (BRWC) reviewed the BRWC 2023 Operating Budget.
 - A Bylaw is required to establish rates and fees for the delivery of water services from the Barrhead Regional Water System to members of the Commission.
 - Water rate of \$2.44 per cubic meter was established by BRWC Bylaw No. 18 and reflects a 3.0% increase from 2022 rate. Rate will be charged to the County and Town of Barrhead effective January 1, 2023.
- To support cost recovery from users it is common practice to direct revenues from utility rates to fund the operating, capital and reserve requirements of the utility function.

ANALYSIS:

- An amending bylaw (Bylaw 9-2022) is required to revise utility rates for 2023.
- Rate changes proposed reflects a 5% increase for metered and unmetered services and sanitary sewer charges.
- Rate changes are not proposed for County Operated Water Station.
- User fees for water and sewer offset the net cost of providing the utility service. The following table shows the % recovery from user fees for water and sewer:

YEAR	Water & Sewer % Recovery
2017	94%
2018	99%
2019	95%
2020	94%
2021	95%
2022 Projected	96%
2023 Draft	97%

- Included in expenditures is a fixed amount for transfer to reserves for future upgrades/major repairs to the water & sewer infrastructure.
 - Transfers to reserves in the 2023 draft operating budget have remained constant.
- Bylaw 9-2022 presents the following amendments to “Schedule A” of Bylaw 14-2020:
 - Change date from 2022 to 2023
 - Section 3, 4, and 6 are impacted by rate changes summarized below.
 - Section 5 is also included in the table below, with no planned rate change.

Section	Current Rate (2022)	Proposed 5% increase (2023)
Metered Water Service		
3. a) i) For 1 st 10 m ³	\$57.02 / mo	\$59.87 / mo
3. a) ii) Over 10 m ³ , amount per 4.54 m ³	\$19.27 / mo	\$20.23 / mo
Unmetered Water Service		
4. a) Individual residential dwelling units	\$93.75 / unit / mo	\$98.44 / unit / mo
4. b) Other applications	\$146.50 / unit / mo	\$153.83 / unit / mo
County Operated Water Stations		
5. \$7.81 per cubic meter (m3) (or per 1,000 litres (L))	\$7.81	\$7.81 (no change)
Sanitary Sewer Charges		
6. a) ii) Where water service is unmetered, or not provided by County, sewer service charge shall be 50% of unmetered water charge	\$46.88 / unit / mo	\$49.22 / unit / mo

ADMINISTRATION RECOMMENDS THAT:

Council approves 3 readings of the 2023 Water and Sewer Utility Rates Bylaw No. 9-2022 as presented which includes a 5% increase for several items and amends Bylaw 14-2020.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 9-2022

**2023 WATER AND SEWER UTILITY RATES AMENDMENT BYLAW
(Amending Bylaw No. 14-2020)**

Page 1 of 1

A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, in the Province of Alberta, to amend the Water and Sewer Utility Rates charged by the municipality.

WHEREAS, under Section 14 of Bylaw No. 14-2020, the Council of the County of Barrhead No. 11 may, by bylaw or resolution in Council, alter, amend or repeal any or all of the Schedules which form part of Water and Sewer Utility Bylaw No. 14-2020.

NOW THEREFORE, the Council of the County of Barrhead No. 11, in the Province of Alberta, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government Act, RSA 2000, Chapter M-26, and amendments thereto, enacts as follows:

1. That this Bylaw may be cited as the 2023 Water and Sewer Utility Rates Amendment Bylaw.
2. That Bylaw No. 14-2020 be amended by Altering Schedule "A" attached thereto, to provide for revised charges to be in effect as of January 1, 2023 for all water supplied and sewer service rendered as per the rates set out in Schedule "A" attached hereto and forming part of this Bylaw.
3. The invalidity of any section, clause, sentence, or provision of this bylaw shall not affect the validity of any other part of this Bylaw, which can be given effect with such invalid part or parts.
4. This Bylaw comes into force upon third and final reading and signing in accordance with the *Municipal Government Act*.

FIRST READING GIVEN THE _____ DAY OF DECEMBER 2022.

SECOND READING GIVEN THE _____ DAY OF DECEMBER 2022.

THIRD READING GIVEN THE _____ DAY OF DECEMBER 2022.

Reeve

Seal

County Manager

SCHEDULE “A”

Year 2023 Water and Sewer Utility Rates

Page 1 of 2

-
1. **Application Fee** for Water and/or Sewer Utilities (Non-Refundable) \$30.00
 2. **Utility Account Deposits** (Refundable with Conditions)
 - a) Connection for Water with or without Sewer Utilities \$150.00
 - b) Connection for Sewer Only Utility \$75.00
 - c) Deposit for Account for County Operated Water Station \$100.00
 3. **Metered Water Service**
 - a) For Services from the Water Supply Line from the Town of Barrhead to and including the Hamlet of Manola; Services in the Hamlet of Neerlandia; and Services in the MacGillivray Subdivision:
 - i) For the first 10 cubic meters (or 2,200 imperial gallons)
\$59.87 per month minimum charge and;
 - ii) For all consumption over 10 cubic meters (or 2,200 imperial gallons)
\$20.23 per 4.54 cubic meters (or 1,000 imperial gallons) per month
 4. **Unmetered Water Service**

Where for various reasons the County Manager deems it not feasible to install a meter in any premises, the monthly rate shall be applied as follows:

 - a) Individual Residential Dwelling Units **\$98.44 for each unit**
 - b) Other applications **\$153.83 for each unit**
 5. **County Operated Water Stations**

\$7.81 per cubic meter (m³) (or per 1,000 litres (L))
 6. **Sanitary Sewer Charge**
 - a) **Hamlet of Manola; Hamlet of Neerlandia; MacGillivray Subdivision, and all other utility connections:**
 - i) Where water service is metered, the sewer service charge shall be 40% of the metered water consumption charges.
 - ii) Where water service is not metered, or where water service is not

SCHEDULE “A”

Year 2023 Water and Sewer Utility Rates

Page 2 of 2

provided by the County, the sewer service charge shall be 50% of the unmetered water consumption charge. **\$49.22**

- iii) Where weeping tile or other apparatuses collect surface water and connect to sewer collection system, the sewer service charge shall be 100% of the metered water consumption charges.

7. Other Rates

For the purpose of this section of the Rate Schedule, normal business hours shall be 8:00 a.m. to 4:30 p.m., Monday through Friday.

The following charges shall apply with a minimum one-hour charge for each service call requested by the consumer:

	<u>RATES PER HOUR</u>
a) Requested Service Call and County employee able to enter premises during the normal business hours.	\$150.00
b) Requested Service Call after normal business hours.	\$150.00
c) Special Meter Reading (Other than Service Termination)	\$100.00
e) Reconnection of water service that has been disconnected for reason of non-payment of account	\$100.00
f) Water disconnection and reconnection during normal working hours requested by consumer for a period of time	\$100.00

8. Testing of Calibration of Disputed Meter Reading

	<u>RATE</u>
a) Meter test deposit	\$50.00
b) Meter test costs – where meter is accurate within +/- 1.5%	\$actual cost incurred
b) Meter test costs – where meter is inaccurate	\$no charge



REQUEST FOR DECISION

DECEMBER 6, 2022

J

TO: COUNCIL

RE: WRITE OFF UNCOLLECTIBLE OIL & GAS ACCOUNTS

ISSUE:

Two oil and gas linear tax accounts are uncollectible and require Council to write-off.

BACKGROUND:

- Following accounts are uncollectible:

Roll #	Tax Year	Municipal Taxes	Penalties	Total	PERC/DIRC application submitted?
221005868	2020	\$ 4,030.54	\$ 2,146.78	\$ 6,177.32	yes
221006510	2019	Paid	\$ 388.53	\$ 388.53	N/A
		<u>\$ 4,030.54</u>	<u>\$ 2,535.31</u>	<u>\$ 6,565.85</u>	

- December 21, 2021 – Council directed Administration to apply for PERC and DIRC for uncollectible education and designated industrial property tax requisitions.
 - Submitted application included tax roll 221005868 in the amount of \$781.49 for education requisition and \$14.09 for designated industrial requisition.
 - Roll 221006510 unpaid amounts did not include any education or designated industrial requisitions so did not qualify for the program intake. Taxes on the roll were paid, penalties were not.
 - Administration did not recommend Council write off any taxes on oil and gas companies that were operating.
- Bill 77, Restoring Tax Accountability:
 - Restores a special lien that gives municipalities priority over other creditors from oil and gas companies whether operating or bankrupt
 - Special lien:
 - assigns liability to both the owner and operator for unpaid property taxes
 - introduces a 120-day period between the passing of the bill and the payment date to negotiate payment arrangements
 - applies to all the debtor's assessable property within the municipality

ANALYSIS:

- Combined Notice of Assessment and Property Tax statements that were mailed in June 2022 were returned to the County office unopened. Reminder letters sent by the County were also all returned in Fall 2022.
- County staff have tried multiple channels to contact these 2 companies and have been unsuccessful.
- Bill 77 is not an effective tool because the two companies do not have other assessable property within the County of Barrhead. In addition, the property relating to Roll #221005868 has been listed as inoperative since 2020 by Municipal Affairs.

STRATEGIC ALIGNMENT:**PILLAR 4: GOVERNANCE & LEADERSHIP**

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council write-off tax roll 221005868 in the amount of \$6,177.32 and tax roll 221006510 in the amount of \$388.53.



REQUEST FOR DECISION

DECEMBER 6, 2022



TO: COUNCIL

RE: INVESTMENT OF CAMP CREEK DONATED FUNDS

ISSUE:

Camp Creek Community funds of \$1.5 million to be held in trust by the County need to be invested into an interest-bearing account.

BACKGROUND:

- February 2, 2021 – Council approved Policy FN-001 Investments:
 - CAO and Director of Finance can make temporary and short-term investment decisions (maturity date of less than 12 months).
 - Long Term Investments require Council approval.
- October 18, 2022 – Council approved the Donation Agreement
- November 1, 2022 – Donation agreement with Camp Creek Community Club was executed.
- December 5, 2022 – Donated funds to be received.

ANALYSIS:

- Investment product interest rates are subject to frequent change in today's market.
- Investment products (GICs) ranging in maturity dates up to and including 18 months will be reviewed with Council at the regular meeting on December 6, 2022.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council consider the investment products and select one of the options presented.



REQUEST FOR DECISION

DECEMBER 6, 2022



TO: COUNCIL

RE: 2023 JOINT BUDGET – FCSS BUDGET

ISSUE:

Joint budgets must be approved by Council for incorporation into the 2023 operating and capital budgets (a delegation will present the FCSS budget to Council at the December 6, 2022, regular meeting of Council)

BACKGROUND:

- November 15, 2022 - FCSS prepared an operational budget (attached) which was approved by the FCSS board recommending that it be presented to respective Councils for consideration.
- FCSS is a partnership between the Town and County to leverage \$315,423 from the province. This amount remains unchanged in 2022.
 - A new agreement was signed for period January 1, 2023 – December 31, 2025.
 - Province contributes \$184,708 for County's portion and \$130,715 for Town's portion.
 - Funding formula for FCSS requires the Town and County to jointly contribute 20% of eligible expenses to the FCSS budget; the Province contributes 80%.

ANALYSIS:

- Required contribution from local government as per the agreement with the province is \$78,856 with each municipality contributing an equal share of \$39,428.
- Both municipalities have historically exceeded the required contribution to receive the provincial grant. County's contribution over the past 5 years is presented below:

2018	\$50,000
2019	\$61,000
2020	\$61,000*
2021	\$61,000
2022	\$68,500
2023	\$75,500

*revised as \$15,000 additional ask was not required and returned to both municipalities

- 2023 operating budget as presented by FCSS requires funding from County and Town at \$75,500 each.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government

ADMINISTRATION RECOMMENDS THAT:

Council consider the 2023 FCSS operating budget of \$561,192 with the County contribution of \$75,500 to be included in the County 2023 Interim Operating budget.

Ordinary Income/Expense	2023 Budget	2022 Budget
Income		
4300- 108 ·Community Program Donations	\$5,000.00	\$5,000.00
4100 · Fees Collected	\$6,121.00	\$1,125.50
4004 · Other Income	\$6,950.00	\$1,750.00
4900- Billable Income Community/Casino	\$39,748.00	\$52,500.00
4110 · Seniors Program/ Home Support	\$22,000.00	\$27,500.00
4002- FCSS Dividends	\$0.00	\$0.00
4404 · Woodlands Support	\$12,500.00	\$12,500.00
4013 · Interest Income	\$0.00	\$350.00
4103 · Pembina Hills FSL Grant	\$0.00	\$0.00
4120 · Grant Program Admin. Fees	\$200.00	\$0.00
Total 4000 · 80/ 20 Program Revenues	\$92,519.00	\$100,725.50
4100 - Grant Programs Revenue		
4115 - FCSS Program Grants	\$2,250.00	\$0.00
Total 4100 - Grant Programs Revenue	\$2,250.00	\$0.00
4400 · Municipal/Provincial Funding		
4401 · Town Funding	\$75,500.00	\$68,500.00
4402 · County Funding	\$75,500.00	\$68,500.00
4403 · Provincial Funding	\$315,423.00	\$315,423.00
Total 4400 · Municipal/Provincial Funding	\$466,423.00	\$452,423.00
Total Income	\$561,192.00	\$553,148.50
Gross Profit	\$561,192.00	\$553,148.50
Expense		
7106 · Staffing Cost		
6565 - EI Premium Reduction Rebate	\$0.00	\$0.00
6560 · Payroll Expenses	\$35,551.29	
7100 · Salaries	\$365,071.48	\$395,858.87
7104 · WCB Premiums		
7104.1 - WCB Volunteers	\$1,200.00	\$500.00
7104 - WCB Premiums - Other	\$4,700.48	\$4,138.36
Total 7104 - WCB Premiums	\$5,900.48	\$4,638.36
7105 · Benefits	\$23,127.53	
Total 7106 · Staffing Cost	\$429,650.77	\$400,497.23
7125 · Training & Development	\$6,650.00	\$7,750.00
7126 · Staff Recognition	\$1,550.00	\$1,500.00
7130 · Travel & Subsistence	\$8,250.00	\$11,515.34
7131 · Vehicle Expenses	\$750.00	\$1,000.00
7135 · Membership Fees	\$1,650.00	\$1,390.00
7140 · Postage	\$1,000.00	\$1,350.00
7145 · Telephone	\$5,784.00	\$7,050.00
7150 · Advertising	\$3,000.00	\$4,500.00
7155 · Printing	\$1,300.00	\$1,050.00
7160 · Building Rent	\$60,000.00	\$70,400.00
7165 · Office Supplies	\$3,500.00	\$5,250.00

7170 · Materials & Supplies	\$5,907.23	\$5,970.93
7171 - Food Supplies	\$1,750.00	\$0.00
7185 - Facility Rental Expense	\$0.00	\$500.00
7190 · FCSS Volunteer recognition exp	\$2,250.00	\$2,000.00
7200 · Building Maintenance/Janitorial	\$4,000.00	\$6,000.00
7205 · Bank Charges	\$100.00	\$100.00
720 Accounting & Payroll Software	\$1,400.00	\$0.00
7210 · Insurance	\$5,200.00	\$2,990.00
7215 - Equip. Repairs & Maint.	\$500.00	\$0.00
7220 · Subscriptions & Resources	\$5,000.00	\$4,760.00
7226 · Computers	\$1,000.00	\$2,575.00
7230 · Accounting and Legal Fees	\$11,000.00	\$10,000.00
6026Counselling Fees	\$0.00	\$5,000.00
Total Expense	\$561,192.00	\$553,148.50
Net Ordinary Income	\$0.00	\$0.00
Net Income	\$0.00	\$0.00



REQUEST FOR DECISION

DECEMBER 6, 2022

M

TO: COUNCIL

RE: 2023 JOINT BUDGET – BARRHEAD REGIONAL FIRE SERVICES & EMERGENCY RESPONSE CENTRE

ISSUE:

Joint budgets must be approved by Council for incorporation into 2023 operating and capital budgets.

BACKGROUND:

- Town of Barrhead as the unit of authority prepared the joint budget for review and approval at the Barrhead Regional Fire Services Committee.
- Fire Services Committee is comprised of 2 Councillors from the Town of Barrhead, 2 Councillors from the County of Barrhead and a public member from each municipality.
 - Council for the County of Barrhead appointed Deputy Reeve Schatz and Councillor Properzi (Alternate – Councillor Kleinfeldt) and public member Mr. Ivan Kusal as members of the Fire Services Committee.
- November 28, 2022 – Fire Services Committee reviewed the 2023 Operating and Capital Budgets as well as the 3-year Financial Plans and 10-year Capital Plans for the Barrhead Regional Fire Services and the Emergency Response Centre (attached) and recommended they be presented to the respective Councils for ratification.

ANALYSIS:

- Fire Services 2023 Operating Budget includes the following contributions from the County of Barrhead:
 - Fire Fighting Fees (in the County) - \$150,000
 - Ambulance Assists (in the County) - \$25,000
 - Guardian & Dispatch Fees - \$26,190
 - 50% of Net Operating Costs for Barrhead Regional Fire Services - \$324,890

Total = \$526,080
- ERC 2023 Operating Budget includes a contribution from the County of \$26,410 and a 2023 Capital Budget contribution of \$5,950.

STRATEGIC ALIGNMENT:**PILLAR 2: MUNICIPAL INFRASTRUCTURE & SERVICES**

GOAL 1 Infrastructure & services balance County capacity with ratepayer needs.

PILLAR 3: RURAL LIFESTYLE

GOAL 3 Rural character and community safety is preserved by providing protective & enforcement services

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approve the following:

- 2023 Fire Services Operating Budget of \$963,950 as recommended by Fire Services Committee which includes County estimated operational contribution of \$526,080 be incorporated into the County's 2023 Operating Budget.
- 2023 ERC Operating Budget of \$52,820 as recommended by Fire Services Committee which includes a contribution from each municipality of \$26,410 be incorporated into County's 2023 operating budget.
- 2023 Fire Services Capital Budget of \$145,000 as recommended by Fire Services Committee which includes a contribution from each municipality of \$65,500 be incorporated into County's 2023 capital budget.
- 2023 ERC Capital Budget of \$11,900 as recommended by Fire Services Committee which includes a contribution from each municipality of \$5,950 be incorporated into the County's 2023 Capital Budget.
- 3-year Financial Plan for Fire Services for incorporation into the County's 3-Year Financial Plan
- 3-year Financial Plan for Emergency Response Centre for incorporation into the County's Financial Plan.
- 10-year Capital Plan for Fire and Emergency Response Centre for incorporation into the County's Capital Plan.

	C	D	E	F	G	H	I
1	BARRHEAD REGIONAL FIRE SERVICES 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 28, 2022						
4		2022 Budget	2022 YTD TO NOV 9/22	2022 PROJECTED	2023 Budget	Budget Diff 2022/2023	2023 Comments
5	<u>FIRE REVENUES</u>						
6	1-141000 - Sale of Goods & Services	150	-	150.00	150	-	Normal 150
7	1-141013 - Mutual Aid Fees	2,500	2,500.00	2,500.00	2,500	-	Birch Cove - 2,500 (Last increase 2021, was 2,000 prior to that)
8	1-141014 - Fire Fighting Fees - Other	2,000	-	500.00	2,000	-	Other Fire Fighting, Mutual Aid
9	1-141018 - Rescue Services	44,000	47,683.75	50,000.00	46,000	2,000	MVA/Rescues
10	1-159001 - Reimbursements	1,000	110,500.00	111,000.00	1,000	-	WCB Rebate, etc.
11	1-185000 - County - Fire Fighting Fees	150,000	100,915.12	150,000.00	150,000	-	Fire Fighting responses/costs billed to municipality
12	1-185002 - Operational Contribution - County	297,050	222,787.50	281,392.00	324,890	27,840	
13	1-185003 - Town - Fire Fighting Fees	35,000	15,120.00	20,000.00	30,000	(5,000)	Fire Fighting responses/costs billed to municipality
14	1-185004 - Town - Dispatch	9,750	7,284.60	9,750.00	9,330	(420)	Town portion of dispatch
15	1-185005 - Operational Contribution - Town	297,050	222,787.50	281,393.00	324,890	27,840	50% remaining deficit - Operational Costs
16	1-185006 - County - Ambulance Assists	25,000	20,250.00	25,000.00	25,000	-	
17	1-185007 - Town - Ambulance Assists	20,000	19,200.00	22,000.00	22,000	2,000	
18	1-185008 - County - Guardian/Dispatch	26,900	14,744.63	23,400.00	26,190	(710)	County portion guardian fees, mileage, dispatch, hired equip.
19		910,400	783,773.10	977,085.00	963,950	53,550	
20							
21		2022 Budget	2022 YTD TO NOV 9/22	2022 PROJECTED	2023 Budget	Budget Diff 2022/2023	2023 Comments
22	<u>FIRE EXPENSES</u>						
23	2-211000 - Salaries	260,000	329,189.25	350,000.00	297,740	37,740	Includes 4% COLA, Merit
24	2-213001 - AUMA Fire Fighter Insurance Benefits	1,500	1,480.00	1,480.00	1,550	50	
25	2-213100 - Local Authorities Pension P	28,000	22,593.64	25,730.00	29,030	1,030	
26	2-213200 - Canada Pension Plan	13,500	14,236.22	15,500.00	15,000	1,500	
27	2-213300 - Employment Insurance	7,100	6,196.05	6,800.00	7,100	-	
28	2-213500 - AUMA Benefits	21,000	18,651.72	21,200.00	22,000	1,000	
29	2-213600 - Workers Compensation	5,200	5,970.17	7,420.00	7,500	2,300	
30	2-214800 - Training & Development	35,000	21,485.84	35,000.00	35,000	-	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)

	C	D	E	F	G	H	I
1	BARRHEAD REGIONAL FIRE SERVICES 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 28, 2022						
4		2022 Budget	2022 YTD TO NOV 9/22	2022 PROJECTED	2023 Budget	Budget Diff 2022/2023	2023 Comments
31	2-215900 - Firefighters Salaries	193,700	169,569.46	192,000.00	200,390	6,690	Fire Fighter Fees and minimum hours - 173,690 (Fire Fighter Fee Pay Schedule increased 4%), Practice and Meetings, Standby Summer, Year Round Standby Additional Weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$150 = 7,200
32	2-215902 - Guardians	7,000	2,525.20	5,000.00	7,000	-	
33	2-221100 - Travel & Subsistence	7,500	1,985.36	3,500.00	7,500	-	Normal - 3,000, AB Fire Chiefs Conv (2) - 4,500
34	2-221110 - Mileage/Internet (Guardians) - County	6,500	2,689.97	5,000.00	6,500	-	
35	2-221400 - Memberships	2,800	435.00	600.00	2,800	-	Normal - 1,000, AB Fire Chiefs Conv (2) - 1,800
36	2-221500 - Freight	500	-	500.00	500	-	
37	2-221600 - Postage	350	360.00	360.00	360	10	
38	2-221700 - Telephone, Internet, Cable	10,000	7,903.73	10,000.00	10,500	500	Phones, fax, Internet, cells
39	2-222000 - Advertising/Subscriptions	500	-	500.00	500	-	
40	2-223200 - Legal/Prof. Fees	4,000	29,426.65	30,000.00	4,000	-	
41	2-223600 - Town Dispatch Contract	9,750	7,284.60	9,750.00	9,330	(420)	4,320 @ 2.16/capita in 2023
42	2-223601 - County Dispatch Contract	13,400	10,045.08	13,400.00	12,690	(710)	5,877 @ 2.16/capita in 2023
43	2-224001 - IT Maintenance, Materials	13,600	9,920.60	13,600.00	19,200	5,600	Computer/IT - 2,000, New Server - 6,000, Fire Pro - 3,000, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 7,000
44	2-225300 - Equipment Maintenance	4,500	1,807.62	2,500.00	4,500	-	
45	2-225304 - 2015 Hazmat Trailer	500	-	-	500	-	Normal - 500
46	2-225501 - 1950 Mercury Fire Truck	100	-	-	100	-	Normal - 100
47	2-225505 - 2014 Kenworth Water Tender	2,500	1,872.43	2,500.00	2,500	-	Normal - 2,500
48	2-225506 - 2007 Pierce Platform Tower 6	34,500	26,761.52	34,500.00	27,500	(7,000)	Normal - 6,000, Pump Test - 1,500, Aerial Testing - 5,000, Hydraulic Cylinders - 15,000
49	2-225507 - 2020 Rapid Attack Truck (RAT)	1,500	-	500.00	1,500	-	Normal - 1,500
50	2-225508 - 2011 Freightliner Fire Truck	5,000	2,133.88	3,000.00	5,000	-	Normal - 5,000
51	2-225509 - 2012 Polaris 6 X 6, Trailer	3,700	293.36	1,500.00	4,000	300	Normal - 4,000
52	2-225511 - 2019 Dodge	4,000	517.07	2,000.00	4,000	-	Normal - 4,000
53	2-225512 - 2014 Dodge 3/4 Ton Truck	4,000	1,023.42	3,000.00	4,000	-	Normal - 4,000 (2014 Dodge to be sold and replaced)
54	2-225533 - 2006 Freightliner M2 Truck	500	827.35	1,000.00	2,500	2,000	Normal - 2,500

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1	BARRHEAD REGIONAL FIRE SERVICES 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 28, 2022						
4		2022 Budget	2022 YTD TO NOV 9/22	2022 PROJECTED	2023 Budget	Budget Diff 2022/2023	2023 Comments
55	2-225534 - 2008 Freightliner Tanker	4,500	881.24	2,000.00	4,500	-	Normal - 4,500
56	2-225537 - 2021 Fort Garry Fire Engine	5,500	325.01	3,000.00	5,500	-	Normal - 4,000, Pump Testing - 1,500
57	2-225900 - Contracted Services	15,000	-	15,000.00	15,000	-	
58	2-226301 - Hired Equipment	500	-	500.00	500	-	
59	2-226302 - Hired Equipment - County	500	251.28	500.00	500	-	
60	2-226303 - Equipment Lease - SCBA	26,150	26,132.52	26,135.00	26,130	(20)	SCBA Lease Actual Cost (Lease to 2029)
61	2-227102 - Radio License	1,300	1,359.60	1,360.00	1,400	100	
62	2-227400 - Insurance	29,000	26,741.46	26,750.00	29,550	550	
63	2-251000 - Materials & Supplies	7,000	3,376.50	7,000.00	7,000	-	
64	2-251004 - Communication Repair & Maintenance	8,000	-	4,000.00	8,000	-	Normal Repairs - 3,000, Replacements - 5,000
65	2-251005 - Air Cylinders/SCBA Packs	9,000	5,655.64	7,000.00	9,000	-	Normal - 2,500 for Compressor Service & Bi-Annual air monitoring, misc, mask replacements - 5,000, mask bags - 1,500
66	2-251006 - Equip. Replace - Hoses, Nozzles, Foam	12,000	1,417.57	6,500.00	12,000	-	Foam & Extinguisher Recharge - 6,000, Nozzles & Hoses - 6,000 and foam store build-up
67	2-251007 - Equip. Replace - Turn Out Gear, Etc.	36,000	13,376.89	25,000.00	36,000	-	Turnout gear (pants, boots, helmets, gloves, etc.) - 4,800 per set/per person
68	2-251008 - Fire Preven Material & Supplies	3,000	1,971.89	3,000.00	3,000	-	Normal - 3,000
69	2-251009 - Public Safety Materials & Suppl.	700	435.32	700.00	700	-	Normal - 700
70	2-251010 - Firefighter/Business Apprec.	2,500	484.12	2,500.00	2,500	-	Appreciation Meal - 500, Thanks to Firefighter Employers 2,000
71	2-251011 - Bulk Water For Trucks	4,100	1,892.83	4,100.00	4,100	-	Bulk water for Trucks
72	2-251012 - Rescue Materials & Supplies	7,500	7,109.81	7,500.00	7,500	-	Normal - 4,000, Bail Out Kits - 3,500
73	2-251013 - Uniforms	10,500	2,387.04	10,500.00	10,500	-	2 T-Shirts for each firefighter - 2,000, Class B Uniforms, 15 Members and 3 day staff - 6,000, Dress Uniforms (after 5 years) for 3 members net 2,000, Patches, misc - 500
74	2-251200 - Personal Protection/Health & Wellness	950	1,000.00	1,200.00	1,750	800	Health & Wellness - 1,500, Other - 250
75	2-251500 - Gasoline/Diesel/Oil/Grease	25,000	18,383.96	25,000.00	26,530	1,530	
76		910,400	810,367.87	977,085.00	963,950	53,550	
77							
78							
79							
80							
81							

	C	D	E	F	G	H	I
1	BARRHEAD REGIONAL FIRE SERVICES 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 28, 2022						
4		2022 Budget	2022 YTD TO NOV 9/22	2022 PROJECTED	2023 Budget	Budget Diff 2022/2023	2023 Comments
82							
83							
84							
85	<u>Summary of 2023 Budget Changes over 2022 Budget</u>						
86							
87		Salaries, Benefits, Firefighter Fees, Conference, Travel				50,310	Salaries include 4% increase plus merit increases
88		Phones, Dispatch				(620)	Slight increase to phone utilities, decrease to dispatch due to lower population
89		Rescue Supp, Insurance, Materials & Supplies, Gasoline, Equipment & Vehicle Maintenance				3,860	New IT Server required
90						53,550	Overall Budget - Higher

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES					
2	2023 EMERGENCY RESPONSE CENTRE OPERATING BUDGET					
3	Approved by Committee: November 28, 2022					
4						BUDGET
5		2022	2022 YTD	2022	2023	DIFF
6	<u>ERC OPERATING REVENUES:</u>	<u>BUDGET</u>	<u>TO NOV 9/22</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2022/2023</u>
7						
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(25,310)	-	(23,707.00)	(26,410)	(1,100)
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(25,310)	(18,982.50)	(23,706.00)	(26,410)	(1,100)
10						
11	TOTAL ERC OPERATING REVENUES	(50,620)	(18,982.50)	(47,413.00)	(52,820)	(2,200)
12						
13						BUDGET
14		2022	2022 YTD	2022	2023	DIFF
15	<u>ERC OPERATING EXPENDITURES:</u>	<u>BUDGET</u>	<u>TO NOV 9/22</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2022/2023</u>
16						
17	ERC - BUILDING MAINTENANCE GENERAL	10,000	3,505.88	7,000.00	10,000	-
18	ERC - GROUNDS MAINTENANCE	2,500	2,580.00	3,500.00	3,000	500
19	ERC - CUSTODIAL CONTRACT	9,300	7,155.00	9,540.00	10,000	700
20	ERC - ALARM LEASE	320	323.40	323.00	320	-
21	ERC - BUILDING & LIABILITY INSURANCE	8,500	8,625.65	8,650.00	9,100	600
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500	586.37	1,000.00	1,500	-
23	ERC - JANITOR/CLEANING SUPPLIES	1,000	-	500.00	1,000	-
24	ERC - TOWN UTILITIES	1,300	1,065.45	1,100.00	1,300	-
25	ERC - GAS UTILITIES	5,700	4,095.81	5,800.00	6,100	400
26	ERC - POWER UTILITIES	10,500	7,043.49	10,000.00	10,500	-
27						
28	TOTAL ERC OPERATING EXPENDITURES	50,620	34,981.05	47,413.00	52,820	2,200

	A	B	C	D	E
1	BARRHEAD REGIONAL FIRE SERVICES				
2					
3					
4	Approved by Committee: November 28, 2022				
5			2022		
6		<u>2022 BUDGET</u>	<u>PROJECTED</u>	<u>2023 BUDGET</u>	<u>COMMENTS</u>
7	FIRE CAPITAL REVENUES				
8	Sale of Fixed Assets		-	(14,000)	Revenue from Sale of Command 2
9	Town of Barrhead Contribution	-	-	(65,500)	
10	County of Barrhead Contribution	-	-	(65,500)	
11	TOTAL CAPITAL REVENUES	-	-	<u>(145,000)</u>	
12					
13					
14			2022		
15		<u>2022 BUDGET</u>	<u>PROJECTED</u>	<u>2023 BUDGET</u>	
16	FIRE CAPITAL EXPENSES				
17	Replacement of Command 2	-	-	125,000	
18	AFRACS Radios (3)	-	-	20,000	
19	TOTAL CAPITAL EXPENSES	-	-	145,000	
20					
21					
22					
23					
24					.

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES 2023 ERC CAPITAL BUDGET					
2						
3	Approved by Committee: November 28, 2022					
4						
5					BUDGET	
6		2022	2022	2023	DIFF	
7	<u>ERC CAPITAL REVENUES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2022/2023</u>	<u>COMMENTS</u>
8						
9	ERC - Revenue from Own Source	-	-	-	-	
10	ERC - Municipal Contribution (County)	(20,500)	(14,800)	(5,950)	14,550	
11	ERC - Municipal Contribution (Town)	(20,500)	(14,800)	(5,950)	14,550	
12	TOTAL ERC CAPITAL REVENUES	(41,000)	(29,600)	(11,900)	29,100	
13						
14						
15					BUDGET	
16		2022	2022	2023	DIFF	
17	<u>ERC CAPITAL EXPENDITURES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2022/2023</u>	<u>COMMENTS</u>
18						
19	Flooring Classroom & Hallway, 3 Offices, Changerooms, Foyer	26,000	26,500	-	(26,000)	
20	On-Site Training Facility	15,000	3,100	11,900	(3,100)	
21	TOTAL ERC CAPITAL EXPENDITURES	41,000	29,600	11,900	(29,100)	
22						
23						
24						
25						
26	.					

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES 2024 to 2026 OPERATING PLAN						
2							
3	Approved by committee: November 28, 2022						
4		2024 PLAN	2024 COMMENTS	2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS
5	OPERATING REVENUES						
6	Revenue from Sale of Air, Misc.	(150)	Normal 150	(150)	Normal 150	(150)	Normal 150
7	Mutual Aid	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(3,000)	Birch Cove 3,000 as of 2026, 2,500 from 2021 to 2025, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)
8	Fire Fighting/Rescue Services - Other	(2,000)	Other Fire Fighting, Mutual Aid	(2,000)	Other Fire Fighting, Mutual Aid	(2,000)	Other Fire Fighting, Mutual Aid
9	Rescue Services - Prov.	(46,000)	MVA/Rescues	(46,000)	MVA/Rescues	(46,000)	MVA/Rescues
10	Reimbursements (WCB)	(1,000)	WCB Rebate	(1,000)	WCB Rebate	(1,000)	WCB Rebate
11	Fire Fighting Fees - County	(150,000)	Fire Fighting/Reponses - costs billed to municipality	(150,000)	Fire Fighting/Reponses - costs billed to municipality	(150,000)	Fire Fighting/Reponses - costs billed to municipality
12	Operational Contrib. - County	(337,730)	50% remaining deficit - operational costs	(333,710)	50% remaining deficit - operational costs	(352,870)	50% remaining deficit - operational costs
13	Fire Fighting Fees - Town	(30,000)	Fire Fighting/Reponses - costs billed to municipality	(30,000)	Fire Fighting/Reponses - costs billed to municipality	(30,000)	Fire Fighting/Reponses - costs billed to municipality
14	Dispatch - Town	(9,330)	Town portion of dispatch	(9,890)	Town portion of dispatch	(9,890)	Town portion of dispatch
15	Operational Contrib. - Town	(337,730)	50% remaining deficit - operational costs	(333,710)	50% remaining deficit - operational costs	(352,870)	50% remaining deficit - operational costs
16	Ambulance Assists - County	(25,000)		(25,000)		(25,000)	
17	Ambulance Assists - Town	(22,000)		(22,000)		(22,000)	
18	Guardian/Dispatch - County	(26,190)	County portion guardian fees, mileage, dispatch	(27,080)	County portion guardian fees, mileage, dispatch	(27,080)	County portion guardian fees, mileage, dispatch
19	GRAND TOTAL FIRE REVENUES	(989,630)		(983,040)		(1,021,860)	
20							
21							
22	OPERATING EXPENSES	2024 PLAN		2025 PLAN		2026 PLAN	
23	Salaries	303,700	Inc. 2% COLA	309,770	Inc. 2% COLA	315,980	Inc. 2% COLA
24	Fire Fighter Insurance Benefits	1,550		1,550		1,550	
25	Local Authorities Pension Plan	30,200		31,100		32,100	
26	Canada Pension Plan	16,320		16,650		16,980	
27	Employment Insurance	7,900		8,200		8,500	
28	AUMA Benefits	23,100		24,300		25,500	
29	Workers Compensation	8,000		8,200		8,400	
30	Training & Development	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)
31	Fire Fighters Salaries	205,060	Fire Fighter Fees, and minimum hours - 177,160, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$175 = 8,400	208,600	Fire Fighter Fees, and minimum hours - 180,700, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$175 = 8,400	212,200	Fire Fighter Fees, and minimum hours - 184,300, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$175 = 8,400
32	Guardian Fees - County	7,000		7,000		7,000	
33	Travel & Subsistance, Mileage	28,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, 2024 IFIDIC Travel Chief and 2 firefighters 17,000 (last IFIDIC in 2022)	8,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000	28,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFIDIC Travel Chief and 2 firefighters 17,000 (last IFIDIC in 2024)
34	Guardian Mileage/Internet - County	6,500		6,500		6,500	
35	Memberships/Conference Fees	5,700	Normal - 1,200, 2024 AB Fire Chiefs Conv (2) - 2,000, 2024 IFIDIC Conf Fee D/C and 2 firefighters members -2,500	3,200	Normal - 1,200, 2025 AB Fire Chiefs Conv (2) - 2,000	5,700	Normal - 1,200, 2024 AB Fire Chiefs Conv (2) - 2,000, IFIDIC Conf Fee D/C and 2 firefighters members -2,500
36	Freight	500		500		500	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES 2024 to 2026 OPERATING PLAN						
2							
3	Approved by committee: November 28, 2022						
4		2024 PLAN	2024 COMMENTS	2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS
37	Postage	360		360		360	
38	Telephone	10,820	Phones, fax, Internet, cells	11,140	Phones, fax, Internet, cells	11,480	Phones, fax, Internet, cells
39	Advertising/Subscriptions	500		500		500	
40	Legal	4,000		4,000		4,000	
41	Dispatch Contract - Town	9,330	4320 @ 2.16/capita	9,330	4320 @ 2.16/capita	9,330	4320 @ 2.16/capita
42	Dispatch Contract - County	12,690	5877 @ 2.16/capita	12,690	5877 @ 2.16/capita	12,690	5877 @ 2.16/capita
43	IT Equipment Maint. - Hardware, Software	17,200	Computer/IT - 2,000, Fire Pro 3,000, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 11,000	17,200	Computer/IT - 2,000, Fire Pro 3,000, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 11,000	17,200	Computer/IT - 2,000, Fire Pro 3,000, Responding App 1,200, Hardware Maint. /Support, Software, Licensing, Antivirus - 11,000
44	Equipment Maintenance General	4,500		4,500		4,500	
45	2015 Hazmat Trailer	500	Normal 500	500	Normal 500	500	Normal 500
46	1950 Mercury Fire Truck (Unit 01)	100	Normal 100	100	Normal 100	100	Normal 100
47	2014 Kenworth Water Tender (Unit 05)	2,500	Normal 2,500	2,500	Normal 2,500	2,500	Normal 2,500
48	2007 Pierce Platform Tower #6	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000
49	2020 Rapid Attack Truck - R.A.T. (Unit 07)	1,500	Normal 1,500	1,500	Normal 1,500	1,500	Normal 1,500
50	2011 Freightliner Fire Truck (Unit 08)	5,000	Normal 5,000	5,000	Normal 5,000	5,000	Normal 5,000
51	2012 Polaris Ranger 6 x 6, trailer (Unit 09)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
52	2019 Dodge (Unit 11)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
53	2023 Command Truck	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
54	2006 Freightliner M2 Truck (Unit 33)	2,500	Normal 2,500	2,500	Normal 2,500	2,500	Normal 2,500
55	2008 Freightliner Tanker (Unit 34)	4,500	Normal 4,500	4,500	Normal 4,500	4,500	Normal 4,500
56	2021 Fort Garry Fire Engine (Unit 37)	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500
57	Contracted Service - Town Admin	15,000		15,000		15,000	
58	Hired Equipment - Town	500		500		500	
59	Hired Equipment - County	500		500		500	
60	Equipment Lease - SCBA	26,130	SCBA equipment lease	26,130	SCBA equipment lease	26,130	SCBA equipment lease
61	Radio License	1,400		1,400		1,400	
62	Insurance	30,970		32,520		34,160	
63	Materials & Supplies General	7,000		7,000		7,000	
64	Communication Repairs/Replacement	8,000	Normal Repairs - 3,000, Replacements - 5,000	8,000	Normal Repairs - 3,000, Replacements - 5,000	8,000	Normal Repairs - 3,000, Replacements - 5,000
65	Air Cylinders/SCBA Packs	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc, Mask replacements 5,000, Mask bags 1,500
66	Equip. Replacement - Hoses, nozzles, foam	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up
67	Equip. Replacement - Turn Out Gear, etc.	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person
68	Fire Prevention Materials & Supplies	3,000	Normal 3,000	3,000	Normal 3,000	3,000	Normal 3,000
69	Public Safety Materials & Supplies	700	Normal 700	700	Normal 700	700	Normal 700
70	Firefighter/Business Appreciation Events	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000
71	Water - Trucks	4,100	Bulk water for Trucks	4,100	Bulk water for Trucks	4,100	Bulk water for Trucks
72	Rescue Materials & Supplies General	7,500	Normal 4,000, Bail out kits 3,500	7,500	Normal 4,000, Bail out kits 3,500	7,500	Normal 4,000, Bail out kits 3,500

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES 2024 to 2026 OPERATING PLAN						
2							
3	Approved by committee: November 28, 2022						
4		2024 PLAN	2024 COMMENTS	2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS
73	Uniforms	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500
74	Personal Prot./Health & Wellness	1,800	Health & Wellness - 1,500, Other - 300	1,800	Health & Wellness - 1,500, Other - 300	1,800	Health & Wellness - 1,500, Other - 300
75	Gasoline/Diesel	28,000		29,500		31,000	
76	GRAND TOTAL FIRE EXPENSES	989,630		983,040		1,021,860	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 to 2026 EMERGENCY RESPONSE CENTRE OPERATING PLAN						
3	Approved by Committee: November 28, 2022						
4							
5		2024		2025		2026	
6	<u>ERC OPERATING REVENUES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(27,300)		(28,220)		(29,160)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	<u>(27,300)</u>		<u>(28,220)</u>		<u>(29,160)</u>	
10							
11	TOTAL ERC OPERATING REVENUES	(54,600)		(56,440)		(58,320)	
12							
13							
14		2024		2025		2026	
15	<u>ERC OPERATING EXPENDITURES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
16							
17	ERC - BUILDING MAINTENANCE GENERAL	10,000		10,000		10,000	
18	ERC - GROUNDS MAINTENANCE	3,200		3,400		3,600	
19	ERC - CUSTODIAL CONTRACT	10,200		10,400		10,600	
20	ERC - ALARM LEASE	320		320		320	
21	ERC - BUILDING & LIABILITY INSURANCE	9,560		10,050		10,550	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500		1,500		1,500	
23	ERC - JANITOR/CLEANING SUPPLIES	1,000		1,000		1,000	
24	ERC - TOWN UTILITIES	1,400		1,500		1,600	
25	ERC - GAS UTILITIES	6,390		6,690		6,990	
26	ERC - POWER UTILITIES	<u>11,030</u>		<u>11,580</u>		<u>12,160</u>	
27							
28	TOTAL ERC OPERATING EXPENDITURES	54,600		56,440		58,320	
29							
30							
31			.		.		.

	A	B	E	F	G	H	I	J	K	L	M	N
1	Fire & ERC 10 Year Capital Plan											
3			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032 & Future
4												
5	23 Fire & ERC											
6	2301 Fire											
7	2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2030)									125,000		
8	2301-Fire - 0002 - 2014 Dodge - Command 2 Truck (2023)		125,000									
9	2301-Fire - 0003 - 2006 Freightliner - Engine 33 (2025)				800,000					-		
10	2301-Fire - 0004 - 2021 Fort Garry Fire Engine - Eng. 37 (2040)											800,000
11	2301-Fire - 0006 - 2008 Freightliner Fire Truck - Tender 34 (2032)											350,000
12	2301-Fire - 0008 - 2020 RAT 1 (2030)									250,000		
13	2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2024)			40,000								
14	2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2027)						1,750,000					
15	2301-Fire - 0011 - AFRACS Radios (3)		20,000									
16	2303-ERC - 0002 - ERC - Training Facility		11,900									
17	2303-ERC - 0005 - ERC Roofing									80,000		
18	Total		156,900	40,000	800,000		1,750,000			455,000		1,150,000



REQUEST FOR DECISION

DECEMBER 6, 2022

N

TO: COUNCIL

RE: 2023 JOINT BUDGET – BARRHEAD REGIONAL LANDFILL

ISSUE:

Joint budgets must be approved by Council for incorporation into the 2023 operating and capital budgets.

BACKGROUND:

- Town of Barrhead as the unit of authority prepares the joint budget for review and approval at the Landfill Committee meeting.
- Landfill Committee is comprised of two Councillors from Town of Barrhead and two Councillors from the County of Barrhead.
 - Council appointed Councillors Lane and Stoik to the Landfill Committee.
- November 23, 2022 – Landfill Committee reviewed the 2023 Operating and Capital Budgets as well as the 3-year Financial Plan and 10-year Capital Plan and recommended they be presented to the respective Councils for ratification.

ANALYSIS:

- Landfill 2023 Operating Budget includes a contribution from the County of \$85,040 and a 2023 Capital Budget contribution of \$332,500.

STRATEGIC ALIGNMENT:

PILLAR 2: MUNICIPAL INFRASTRUCTURE & SERVICES

GOAL 1 Infrastructure & services balance County capacity with ratepayer needs.

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approve the following:

- 2023 Barrhead Regional Landfill Operating Budget in the amount of \$280,880 as recommended by the Barrhead Regional Landfill Committee, which includes a contribution of \$85,040 from each municipality to be incorporated into the County's 2023 operating budget.
- Barrhead Regional Landfill 2024-2026 3-year Financial Plan as recommended by the Committee for incorporation into the County's Financial Plan.
- 2023 Barrhead Regional Landfill Capital Budget in the amount of \$690,000 as recommended by the Barrhead Regional Landfill Committee which includes a contribution of \$332,500 from each municipality to be incorporated into the County's 2023 capital budget.
- Barrhead Regional Landfill 10-year Capital Plan as recommended by the Barrhead Regional Landfill Committee for incorporation into the County's Capital Plan.

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 23, 2022						
4		2022	2022 YTD	2022	2023	2022/2023	
5		BUDGET	TO NOV 9/22	PROJECTED	BUDGET	BUDGET DIFF	
6	OPERATING REVENUES						2023 COMMENTS
7	LANDFILL - TIPPING FEES	(112,030)	(91,195.00)	(102,000.00)	(104,000)	8,030	Last increase 2022, No increase in 2023
8	LANDFILL - RECYCLE/OTHER REVENUES	(4,760)	(605.50)	(6,000.00)	(6,800)	(2,040)	Electronic 1,500, Roundup 5,000, Paint Recycling - 300
9	LANDFILL - MUNICIPAL GRANT (TOWN)	(77,110)	(46,190.31)	(75,915.00)	(85,040)	(7,930)	
10	LANDFILL - MUNICIPAL GRANT (COUNTY)	(77,110)	(57,832.50)	(75,915.00)	(85,040)	(7,930)	
11	TOTAL LANDFILL OPERATING REVENUES	(271,010)	(195,823.31)	(259,830.00)	(280,880)	(9,870)	
12							
13							
14		2022	2022 YTD	2022	2023	2022/2023	
15	OPERATING EXPENDITURES	BUDGET	TO NOV 9/22	PROJECTED	BUDGET	BUDGET DIFF	2023 COMMENTS
16							
17	LANDFILL - SALARIES	100,800	89,268.84	101,500.00	104,180	3,380	Includes Casual 9 months in 2023 plus 4% increase (2022 was 8 months casual)
18	LANDFILL - LOCAL AUTHORITIES PENSION	6,300	5,140.11	5,800.00	5,800	(500)	
19	LANDFILL - CANADA PENSION PLAN	5,100	4,729.35	5,400.00	5,440	340	
20	LANDFILL - EMPLOYMENT INSURANCE	2,100	1,731.33	1,990.00	2,100	-	
21	LANDFILL - AUMA BENEFITS	3,160	2,647.25	3,000.00	3,210	50	
22	LANDFILL - WORKERS COMPENSATION	1,200	790.54	1,100.00	1,200	-	
23	LANDFILL - TRAINING & DEVELOPMENT	1,100	1,160.00	1,200.00	1,100	-	
24	LANDFILL - TRAVEL & SUBSISTANCE	3,000	-	500.00	3,000	-	Normal 1,000, Committee 2,000
25	LANDFILL - MEMBERSHIPS	600	540.06	540.00	600	-	AB Care Membership - 250, SWANA - 350
26	LANDFILL - TELEPHONE	1,850	1,401.07	1,900.00	2,000	150	
27	LANDFILL - ADVERTISING	1,000	874.79	1,000.00	1,000	-	
28	LANDFILL - CONSULTING SERVICES	20,000	8,100.12	20,000.00	20,000	-	Normal 20,000 Groundwater Monitoring & Reporting, Three new wells in 2022
29	LANDFILL - BUILDING MAINT.	3,500	1,133.09	2,500.00	3,500	-	Normal 3,500
30	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500	-	1,500.00	2,500	-	
31	LANDFILL - 2005 CAT TRACK LOADER	14,000	(5,027.83)	(3,500.00)	10,000	(4,000)	Normal - 10,000, (New Loader to be Purchased in 2023, lower maintenance costs)
32	LANDFILL - 2004 CHEV 1/2 TON TRUCK	2,000	192.42	1,000.00	2,000	-	Normal - 2,000
33	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	52,500	19,003.11	52,500.00	52,500	-	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500
34	LANDFILL - INSURANCE	5,500	5,061.96	5,100.00	5,500	-	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2023 OPERATING BUDGET						
2							
3	Approved by Committee: November 23, 2022						
4		2022	2022 YTD	2022	2023	2022/2023	
5		<u>BUDGET</u>	<u>TO NOV 9/22</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>BUDGET DIFF</u>	
35	LANDFILL - MATERIALS & SUPPLIES	11,500	3,908.22	8,000.00	9,000	(2,500)	Normal 3,500, Gravel 5,500 (AED purchased in 2022)
36	LANDFILL - TOXIC ROUNDUP	10,000	16,170.76	17,000.00	17,000	7,000	Roundup 14,500, Advertising 2,500
37	LANDFILL - GASOLINE & DIESEL	19,000	25,453.90	27,000.00	24,000	5,000	
38	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	800	320.86	800.00	1,050	250	Health & Wellness 500, Misc 550
39	LANDFILL - GAS UTILITIES	1,500	1,431.48	2,000.00	2,100	600	
40	LANDFILL - POWER UTILITIES	<u>2,000</u>	<u>1,541.16</u>	<u>2,000.00</u>	<u>2,100</u>	<u>100</u>	
41	TOTAL LANDFILL OPERATING EXPENDITURES	271,010	185,572.59	259,830.00	280,880	9,870	
42							
43							
44							
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46							.

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2024 TO 2026 OPERATING PLAN						
2							
3	Approved by Committee: November 23, 2022						
4							
5		2024		2025		2026	
6		<u>PLAN</u>	<u>2024 COMMENTS</u>	<u>PLAN</u>	<u>2025 COMMENTS</u>	<u>PLAN</u>	<u>2026 COMMENTS</u>
7	<u>OPERATING REVENUES</u>						
8	LANDFILL - TIPPING FEES	(110,000)		(115,000)		(120,000)	
9	LANDFILL - RECYCLE/OTHER REVENUES	(7,300)	Electronic 2,000, Roundup 5,000, Paint Recycling - 300	(7,300)	Electronic 2,000, Roundup 5,000, Paint Recycling - 300	(7,300)	Electronic 2,000, Roundup 5,000, Paint Recycling - 300
10	LANDFILL - MUNICIPAL GRANT (TOWN)	(84,190)		(84,180)		(84,280)	
11	LANDFILL - MUNICIPAL GRANT (COUNTY)	(84,190)		(84,180)		(84,280)	
12	TOTAL LANDFILL OPERATING REVENUES	(285,680)		(290,660)		(295,860)	
13							
14							
15		2024		2025		2026	
16	<u>OPERATING EXPENDITURES</u>	<u>PLAN</u>	<u>2024 COMMENTS</u>	<u>PLAN</u>	<u>2025 COMMENTS</u>	<u>PLAN</u>	<u>2026 COMMENTS</u>
17	LANDFILL - SALARIES	106,260	Includes 2% increase and Casual - 9 mths	108,400	Includes 2% increase and Casual - 9 mths	110,570	Includes 2% increase and Casual - 9 mths
18	LANDFILL - LOCAL AUTHORITIES PENSION	6,000		6,300		6,600	
19	LANDFILL - CANADA PENSION PLAN	5,600		5,800		6,000	
20	LANDFILL - EMPLOYMENT INSURANCE	2,300		2,500		2,700	
21	LANDFILL - AUMA BENEFITS	3,370		3,550		3,750	
22	LANDFILL - WORKERS COMPENSATION	1,400		1,500		1,600	
23	LANDFILL - TRAINING & DEVELOPMENT	1,100		1,100		1,100	
24	LANDFILL - TRAVEL & SUBSISTANCE	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000	3,000	Normal 1,000,Committee 2,000
25	LANDFILL - MEMBERSHIPS	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350
26	LANDFILL - TELEPHONE	2,110		2,210		2,300	
27	LANDFILL - ADVERTISING	1,000		1,000		1,000	
28	LANDFILL - CONSULTING SERVICES	20,000	Normal 20,000 Groundwater Monitoring & Reporting	20,000	Normal 20,000 Groundwater Monitoring & Reporting	20,000	Normal 20,000 Groundwater Monitoring & Reporting
29	LANDFILL - BUILDING MAINT.	3,500	Normal 3,500	3,500	Normal 3,500	3,500	Normal 3,500
30	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500		2,500		2,500	

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2024 TO 2026 OPERATING PLAN						
2							
3	Approved by Committee: November 23, 2022						
4							
5		2024		2025		2026	
6		PLAN	2024 COMMENTS	PLAN	2025 COMMENTS	PLAN	2026 COMMENTS
31	LANDFILL - CAT TRACK LOADER	10,000	New Loader, Normal 10,000	10,000	New Loader, Normal 10,000	10,000	New Loader, Normal 10,000
32	LANDFILL - 2004 CHEV 1/2 TON TRUCK	2,000	Normal - 2,000	2,000	Normal - 2,000	2,000	Normal - 2,000
33	LANDFILL - HIRED EQUIPMENT/METAL, OIL FILTERS, JUGS REMOVAL	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500	52,500	Landfill Cover 50,000, Annual Scrap Metal Removal 0 - 5 yr contract, Oil Filters/Jugs Pickup 2,500
34	LANDFILL - INSURANCE	5,780		6,070		6,370	
35	LANDFILL - MATERIALS & SUPPLIES	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500
36	LANDFILL - TOXIC ROUNDUP	17,000	Roundup 14,500, Advertising 2,500	17,000	Roundup 14,500, Advertising 2,500	17,000	Roundup 14,500, Advertising 2,500
37	LANDFILL - GASOLINE & DIESEL	25,200		26,460		27,780	
38	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	1,050	Health & Wellness 500, Misc 550	1,050	Health & Wellness 500, Misc 550	1,050	Health & Wellness 500, Misc 550
39	LANDFILL - GAS UTILITIES	2,200		2,300		2,500	
40	LANDFILL - POWER UTILITIES	2,210		2,320		2,440	
41	TOTAL LANDFILL OPERATING EXPENDITURES	285,680		290,660		295,860	
42							
43							
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46							
47			.		.		.

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL LANDFILL 2023 LANDFILL CAPITAL BUDGET						
2							
3	Approved by Committee: November 23, 2022						
4						BUDGET	
5		2022	2022 YTD TO	2022	PROPOSED	DIFF	
6	LANDFILL CAPITAL REVENUES	BUDGET	Nov 9/22	PROJECTED	2023 BUDGET	2022/2023	COMMENTS
7	LANDFILL - SALE OF FIXED ASSET	-	-	-	(25,000)	(25,000)	
8	LANDFILL - MUNICIPAL CONTRIBUTION (TOWN)	(29,000)	-	(12,075)	(332,500)	(303,500)	
9	LANDFILL - MUNICIPAL CONTRIBUTION (COUNTY)	(29,000)	-	(12,075)	(332,500)	(303,500)	
10	TOTAL LANDFILL CAPITAL REVENUES	(58,000)	-	(24,150)	(690,000)	(632,000)	
11							
12						BUDGET	
13		2022	2022 YTD TO	2022	PROPOSED	DIFF	
14	LANDFILL CAPITAL EXPENDITURES	BUDGET	Nov 9/22	PROJECTED	2023 BUDGET	2022/2023	COMMENTS
15	TRACK LOADER	-		-	660,000	660,000	
16	CAMERAS/SECURITY SYSTEM	18,000	14,133.04	14,150	-	(18,000)	
17	NON-COMPLIANCE REHAB (WELL DRILLING, ETC)	40,000	5,959.50	10,000	30,000	(10,000)	
18	TOTAL LANDFILL CAPITAL EXPENDITURES	58,000	20,092.54	24,150	690,000	632,000	
19							
20							
21							
22							
23							

[illegible]



REQUEST FOR DECISION

DECEMBER 6, 2022



TO: COUNCIL

RE: 2023 JOINT BUDGET – BARRHEAD JOHNSON AIRPORT

ISSUE:

Joint budgets must be approved by Council for incorporation into the 2023 operating and capital budgets.

BACKGROUND:

- County of Barrhead as the unit of authority prepares the joint budget for review and approval at the Barrhead Johnson Airport Committee meeting.
- Barrhead Johnson Airport Committee is comprised of two Councillors from Town of Barrhead, two Councillors from the County of Barrhead as well as two members that are leaseholders of a hangar plot at the Barrhead Johnson Airport.
 - Council appointed Deputy Reeve Schatz and Councillor Lane to the Airport Committee.
- November 3, 2022 – Committee reviewed the 2023 Operating and Capital Budgets as well as the 3-year Financial Plan and 10-year Capital Plan and recommended they be presented to the respective Councils for ratification.

ANALYSIS:

- Airport 2023 Operating Budget includes a contribution from the County of \$17,010 and a 2023 Capital Budget contribution of \$nil.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approve the following:

- 2023 Airport Operating Budget in the amount of \$45,095 as recommended by the Barrhead Johnson Airport Committee, which includes a contribution of \$17,010 from each municipality to be incorporated into the County's 2023 operating budget.
- Barrhead Johnson Airport 2024-2026 3-year Financial Plan as recommended by the Committee for incorporation into the County's Financial Plan.
- 2023 Barrhead Johnson Airport Capital Budget in the amount of \$nil as recommended by the Committee which includes a contribution of \$nil from each municipality to be incorporated into the County's 2023 capital budget.
- Barrhead Johnson Airport 10-year Capital Plan as recommended by the Committee for incorporation into the County's Capital Plan.

Barrhead Johnson Airport
2023 Operating Budget & 3 Year Financial Plan
Approved: November 3, 2022

				BUDGET	3 Year Financial Plan			
GL Account *	Description	Sept 30 YTD 2022	2022 PROJECTED	2022 Budget	2023	2024	2025	2026
1-1565-Leases Revenue		1,538	3,075	3,075	3,075	3,075	3,075	3,075
1-1566-Hangar & Tie Down Fees Revenue		7,840	7,840	7,840	8,000	8,160	8,320	8,480
1-1850-Local Government Grants	Contribution from Town	5,647	16,346	17,990	17,010	17,030	21,050	16,370
1-1850-Local Government Grants	Contribution from County	5,647	16,346	17,990	17,010	17,030	21,050	16,370
		20,671	43,608	46,895	45,095	45,295	53,495	44,295
2-2111-Honorariums and Fees		-	-	1,050	1,050	1,050	1,050	1,050
2-2112-Salaries Expense	Salaries & benefits, including inspections	-	1,801	1,801	2,020	2,020	2,020	2,020
2-2210-Mileage Expense		-	-	83	85	85	85	85
2-2217-Telephone & Internet Expense		949	1,265	1,490	1,490	1,490	1,490	1,490
2-2217-Telephone & Internet Expense	Fiber internet gateway (\$100/mo for 5 yrs)		-	387	1,200	1,200	1,200	1,200
2-2221-Advertising Expense			-	250	250	250	250	250
2-2254-Contracted Services for IT	Install internet	-	-	400	-			
2-2259-Contracted Services	Misc.	26	26	1,496	1,500	1,500	1,500	1,500
	Regulatory Review Flight Check (Every 5 Years), next due 2025			-	-	-	3,500	
2-2259-Contracted Services	Annual Crackfilling Program	3,000	3,000	4,000	4,000	4,000	4,000	5,000
2-2259-Contracted Services	Line Painting (Every 3 Years)		-	-	-	-	7,000	-
2-2231-Inspection Fees	26 per year	1,293	1,724	1,724	-	-	-	-
2-2259-Contracted Services	Annual snowplowing	4,169	6,500	6,500	6,500	6,500	6,500	6,500
2-2259-Contracted Services	Brushing & Drainage plus spray around lights		1,500	1,500	1,500	1,500	1,500	1,500
2-2259-Contracted Services	Runway Mowing	702	702	1,000	1,500	1,500	1,500	1,500
	Beacon Light Repair / Breakaway Runway Light Post							
2-2259-Contracted Services	Installation	1,100	1,100	2,500	2,500	2,500	-	-
2-2259-Contracted Services	Annual Maintenance of Weather Station	3,557	3,557	4,000	4,000	4,000	4,000	4,000
2-2259-Contracted Services	GPS Procedure Maintenance (Annual Contract)		3,000	3,000	3,000	3,000	3,000	3,000
2-2259-Contracted Services	Street Light Installation		3,465	3,700	-	-	-	-
2-2274-Insurance Expense		2,302	3,300	3,300	3,350	3,400	3,450	3,500
2-2501-Goods - IT Hardware	Internet Hardware * see below		4,668	714	-			
	Goods - urea for runway, chlorine, lights, transformers, wind socks, pumps, janitor supplies, etc.							
2-2510-Goods - Consumables		822	4,000	4,000	7,000	7,000	7,000	7,000
2-2543-Utilities:Gas Expense		1,079	1,500	1,500	1,550	1,600	1,650	1,700
2-2544-Utilities:Power Expense		1,673	2,500	2,500	2,600	2,700	2,800	3,000
Expenditures		20,671	43,608	46,895	45,095	45,295	53,495	44,295

* Fibre was installed to Aiport; the cost was shared 50/50 with mcsnet and Airport.

Barrhead Johnson Airport
Proposed Capital Budget
Approved: November 3, 2022

	2022	2022 PROJECTED	2023
FINANCES ACQUIRED			
Local Government Grant (County)	12,500	11,776	-
Local Government Grant (Town)	<u>12,500</u>	<u>11,776</u>	<u>-</u>
TOTAL Finance Acquired	\$ 25,000	\$ 23,552	\$ -
FINANCE APPLIED			
Land Improvements			
Power install at new hangar street	\$ 25,000	\$ 23,552	\$ -
Buildings	-		-
Equipment	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL Finance Applied	\$ 25,000	\$ 23,552	\$ -

**10 Year Capital Plan
County of Barrhead No. 11
AIRPORT**

[illegible]

FUNDING SOURCE:

Contribution from Town
Contribution from County
Total Funding

[illegible]



REQUEST FOR DECISION

DECEMBER 6, 2022

P

TO: COUNCIL

RE: 2023 JOINT BUDGET – BARRHEAD & DISTRICT TWINNING COMMITTEE

ISSUE:

Joint budgets must be approved by Council for incorporation into the 2023 operating and capital budgets.

BACKGROUND:

- Town of Barrhead as the unit of authority prepared the joint budget for review and approval at the Twinning Committee meeting.
- County of Barrhead Council appointed Councillor Preugschas to the Twinning Committee.
- October 3, 2022 - Twinning Committee approved the 2023 Operating Budget and 2024-2026 Financial Plan (attached) and recommended that it be forwarded to respective Councils for ratification.

ANALYSIS:

- There is no capital budget associated with the Twinning Committee.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approve the following:

- 2023 Barrhead & District Twinning Committee operating budget in the amount of \$7,800 as recommended by the Barrhead & District Twinning Committee which includes a contribution of \$3,900 from each municipality.
- 2024-2026 Barrhead & District Twinning Committee proposed 3-year Financial Plan for incorporation into the County's Financial Plan.

	A	B	C	D	E
1	Barrhead & District Twinning Committee Proposed 2023 Operating Budget				
2					
3	Approved by Committee: October 3, 2022				
4		2022 BUDGET	2022 PROJECTED	2023 PROPOSED BUDGET	2023 COMMENTS
5					
6	<u>OPERATING REVENUES</u>				
7	General Revenue	-	-	-	
8	Municipal Contribution (Town)	(3,550)	(1,200)	(3,900)	
9	Municipal Contribution (County)	(3,550)	(1,200)	(3,900)	
10	TOTAL TWINNING OPERATING REVENUES	(7,100)	(2,400)	(7,800)	
11					
12	<u>OPERATING EXPENSES</u>				
13	Conference Fees/Memberships	1,000	1,200	1,200	
14	Postage	100	100	100	
15	Advertising	500	-	500	
16	Promotion/Gifts	500	900	1,500	Cabinet at Library
17	Miscellaneous Activities	1,500	-	1,500	
18	Meeting Expense	1,000	200	1,000	
19	Miscellaneous/Japanese Garden	1,000	-	1,000	
20	Mileage/Rentals	1,500	-	1,000	
21	TOTAL TWINNING OPERATING EXPENDITURES	7,100	2,400	7,800	
22					
23					
24					

	A	B	C	D	E	F	G
1	Barrhead & District Twinning Committee Proposed 2024 to 2026 Operating Plan						
2							
3	Approved by Committee: October 3, 2022						
4		2024 PROPOSED PLAN	2024 COMMENTS	2025 PROPOSED PLAN	2025 COMMENTS	2026 PROPOSED PLAN	2026 COMMENTS
5	<u>OPERATING REVENUES</u>						
6	General Revenue	-		-		-	
7	Municipal Contribution (Town)	(3,900)		(3,900)		(3,900)	
8	Municipal Contribution (County)	(3,900)		(3,900)		(3,900)	
9	TOTAL TWINNING OPERATING REVENUES	(7,800)		(7,800)		(7,800)	
10							
11	<u>OPERATING EXPENSES</u>						
12	Conference Fees/Memberships	1,200		1,200		1,200	
13	Postage	100		100		100	
14	Advertising	500		500		500	
15	Promotion/Gifts	1,000		1,000		1,000	
16	Miscellaneous Activities	1,500		1,500		1,500	
17	Meeting Expense	1,000		1,000		1,000	
18	Miscellaneous/Japanese Garden	1,000		1,000		1,000	
19	Mileage/Rentals	1,500		1,500		1,500	
20	TOTAL TWINNING OPERATING EXPENDITURES	7,800		7,800		7,800	
21							
22							
23							



presented to Council on December 6, 2022
(items shaded have changed since last meeting)

Q

2022 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2022-478	Submit application to maximum under ACP for feasibility study of ADLC bldg as joint municipal facility	CAO	Supporting resolution received from Town Council	Underway
2022-474,475	Lifted restrictions on C. Lane and cost of training to be paid from Div 4 2023 training budget	FIN/CAO	2023 Div 4 training budget to be set Dec 20/22 and reconciled with 2022 costs	Underway
2022-468	Approved 2023 Library Budget with County contribution of \$136,807	FIN/CAO	Included in interim budget	Complete Nov 16/22
2022-467	Budget Priorities Survey - What we Heard Report	COMM	Posted on County website	Complete Nov 16/22
2022-463,464	1st reading bylaw 8-2022 Taxation of Manufactured Home Park and public hearing set Dec 20	FIN/EA	Advertised and put on website	Underway
2022-462	Submit nominee to CFYE for Queens Jubilee medal	CAO/EA	Submitted to Community Futures & CFYE	Complete Nov 24/22
2022-458, 459	Approved reserve bids and Terms & Conditions for public auction	COMM	Advertised and put on website	Complete Nov 16/22
2022-457	Approved MTM Ag Society Community Grant of \$550	CAO/EA	Letter sent to recipient	Complete Nov 18/22
2022-452	Provide letter of support to LSAC for funding submission under WFL for the Regional Sewer Collection project	CAO	Letter submitted to LSAC	Complete Nov 7/22
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA		Underway
2022-442	Approved revision to 2023 Budget Cycle	CAO	What we heard report will be presented to Council on Nov 15	Complete Nov 15/22
2022-440,441	Amend appointments of Council members to County & Town of Barrhead ICF Committee	CAO/EA	Updated	Complete Nov 2/22
2022-432	Directed CAO to engage HR Proactive Inc. to provide training to Councillor Lane as per sanctions	CAO	Report to Council on Nov 15/22; HR Proactive Inc engaged to provide training on Oct 27/22 with Close-out report to Council to follow	Complete Nov 15/22

2022-431	Directed CAO to fwd letters from Councillor Lane to the complainants as per sanctions	CAO	Letters sent to complainants	Complete Oct 26/22
2022-428	Invite MP Viersen and MLA van Dijken to future Council meeting	CAO		Underway
2022-425	Execute donation agreement with Camp Creek Community Club	CAO	Contract signed; Contacted Camp Creek Club	Complete Nov 2/22
2022-423	Approved cancelling penalty on tax roll 551153007 for \$176.53	EA/FIN	Letter sent; Adjustment entries complete	Complete Oct 25/22
2022-422	Apporved Meadowview Community Centre community grant of \$2,500	CAO/EA	Letter sent to recipient	Complete Oct 24/22
2022-415-417	Cancel & Reschedule council meetings for 2023	CAO/EA	Calendar had been updated	Complete Oct 20/22
2022-411	Tabled appointments to Regional Admin Bldg committee pending update	CAO	Discussion with Superintendant	Underway
2022-363,364	Decision re Council Code of Conduct matters and direction to Reeve to provide letter of reprimand on behalf of Council	CAO	Letter of reprimand sent on behalf of Council	Complete Oct 5/22
2022-368	Draft resolution on cellular coverage in the County with timeline to support advocacy efforts at RMA 2023 Spring Convention	CAO		Not Started
2022-367	Initiate the ICF process with the Town regarding feasibility of ADLC as a municipal building.	CAO	ICF meeting Nov 14, 2022; ICF Contacted Town CAO to initiate discussion	Complete Nov 14/22
2022-366	Cancel property taxes in the amount of \$13,927.30, owed by GOA, in the name of Alberta Municipal Affairs and AEP	FIN	Adjustment entries complete	Complete Oct 11/22
2022-364	Admin to provide further info on Alberta Carbon Grid - Agreement with GOA	CAO		Not Started
2022-359	Reduce fire invoice IVC00002540 for fire fighting services from \$750 to \$400.	CAO/EA	Letter sent to owner informing of decision	Complete Oct 11/22
2022-357	Deny the request for cancellation of penalties on tax roll 330019000.	CAO/EA	Letter sent; Letter drafted	Complete Oct 25/22
2022-356	Deny the request for cancellation of penalties on tax roll 520264017.	CAO/EA	Letter sent; Letter drafted	Complete Oct 25/22
2022-349,350	Directed CAO to schedule future date to conclude incamera discussion; postpone Sept 20/22 items to next mtg	CAO	Sept 20/22 remaining brought to Council on Oct 4/22 and incamera item concluded; Next suitable time for all parties was Oct 4/22	Complete Oct 4/22

2022-345,346	Approved Economic Development Plan and provide letter of endorsement for application under AAIP Rural Renewal Stream	CAO	Application for Community Designation under AAIP Rural Stream was submitted	Complete Sep 29/22
2022-344	Approved PEP to support development of Community Hall Strategy	CAO/COM	With Council approval, PEP is being implemented	Complete Sep 20/22
2022-343	Deny request to cancel taxes roll 531311008	CAO/EA	Letter sent; Letter drafted	Complete Sep 30/22
2022-342	Cancel penalties on tax roll 528363010.	FIN/CAO	Letter sent & adjustment done; Letter drafted	Complete Sep 30/22
2022-340	Adopted new Rates & Fees Bylaw 7-2022	CAO/EA	New bylaw signed & posted to website	Complete Sep 27/22
2022-335	Approved community grant to Community Pumpkin Walk for \$1,500	CAO/EA	Approval letter sent	Complete Sep 23/22
2022-326, 336	Provide letter of support; Investigate & provide further info regarding request by GROWTH for letter of support for funding under TRF	CAO/EA	Letter Sent; Summary obtained from GROWTH chairperson; presented to Council on Sept 20/22	Complete Sep 30/22
2022-325	Register Reeve & Councillor Lane for in-person engagement in Edm with Min of Justice for APPS	EA/CAO	Registered for Sept 13, 2022 session	Complete Sep 7/22
2022-321	Authorized signing Emerg Mgmt Mutual Aid Agreement with LSAC	CAO	Awaiting Signatures from LSAC	Underway
2022-319,320	Approved new AG-002 Eqpt Rental Policy & rescinded Policy 62.09 Rental of Ag Eqpt	AG/EA	Policies Updated	Complete Sep 9/22
2022-314	Disperse 16,000 yards topsoil and 10,000 yards clay as excess material at Kiel & Neerlandia Lagoon to interested local parties at \$1 per yard & hold harmless agreement	PW	Hauling has begun out of Neerlandia Lagoon site. This will be ongoing until material is removed.	Complete Sep 7/22
2022-308	Council Code of Conduct	CAO	3rd party independent investigator R. Smith from Neuman & Thompson retained	Complete Aug 26/22
2022-302-303	Council Code of Conduct	CAO	4 options brought to Council	Complete Aug 25/22
2022-295-297	Council Code of Conduct	CAO	Written response received, special mtg held Aug 19/22	Complete Aug 19/22
2022-291,318	Directed CAO to start work on application process for Queen Elizabeth II Platinum Jubilee Medal (Alberta) and submit Marilyn Flock	CAO	Nomination submitted; Council selected Marilyn Flock; List of potential nominees provided to Council Sep 6/22	Complete Sep 22/22
2022-285	Approved employment of municipal clerk on temp basis to assist with records mgmt	DF/CAO	Informed clerk of extension of employment	Complete Aug 17/22

2022-284	Approved 2023 draft budget schedule	DF/CAO	Meeting requests sent	Complete Aug 19/22
2022-281-283	Apply for asset management cohort program	DF/CAO	Application submitted Aug 18/22, waiting for decision	Complete Aug 18/22
2022-280	Approved Property Tax Penalty Exempt List for the 298 tax rolls	DF	Complete	Complete Aug 16/22
2022-279	Convert property assessment system from PAVIS to CAMA lot system at cost of \$37,500 in 2023 budget	DF/CAO	Reviewing contract received contract Aug 29/22	Complete Sep 3/22
2022-278	Deny request to cancel/reduce taxes roll # 569322014	DF/CAO	Letter mailed to ratepayer; Letter drafted	Complete Sep 26/22
2022-277	Deny community grant request for Shepherd's Care Foundation	EA/CAO	Informed of decision	Complete Aug 19/22
2022-276	Deny community grant request for Meadowview 4-H club	EA/CAO	Informed of decision	Complete Aug 19/22
2022-273	Reduce fire invoice IVC00002362 to \$750 and cancel \$250	EA/CAO	Letter mailed to resident and adjustment made; Letter drafted	Complete Sep 26/22
2022-272	Grazing Lease S1/2 4-60-2-W5 to Sutherland (2023-2025)	EA/CAO	Lease signed; Tenant to sign lease	Complete Sep 26/22
2022-262	Engage AE for the assessment of TL lagoon for a maximum cost of \$16,500	PW/CAO	Contract with AE is finalized	Complete Jul 25/22
2022-254	Bring back recommendations for disposing of Unit #306 2018 Caterpillar D6T XL	PW/CAO		Underway
2022-253	Purchase 2023 Komatsu Dozer for \$575,000 from SMS Equipment	PW/EA	Letters sent to dealerships informing them of decision.	Complete Jul 7/22
2022-240	Contract with Improve Consulting Group Inc. to complete a Compensation Review at a cost of \$14,650 plus GST.	DF/CAO	Contract signed	Complete June 23/22
2022-235	Community Hall Strategy identified in the 2022-2026 Strategic Plan be escalated to begin in 2022.	CAO/PD	DRAFT "What we heard" report to Council Dec 6/22; Oct 5/22 selected; PEP to Council Sept 20/22; Stakeholder input on selecting date almost complete; Project management sheets drafted	Underway

2022-234	Work with Camp Creek Community Hall delegation to explore opportunity	CAO/PD	Donation Agreement approved by Council Oct 18/22; To Council Oct 18/22; DRAFT a agreement being reviewed by legal; Private sale has closed; Private agreement closing postponed; Discussed conditions of agreement to hold funds; General comments provided re agreements	Complete Oct 18/22
2022-228	Send letter to church & Assn regarding request to declare as an essential service	CAO	Letter sent to church advising comments to be shared with MLA; Letter drafted	Complete Oct 11/22
2022-226,227	Development & Lease agreement with Benedict Pipeline for laydown yard at Kiel	CAO/PD	Agreements signed by County & Tenant	Complete Jun 10/22
2022-225	LGFF Engagement Survey (GOA)	CAO/DF	Complete and submitted	Complete Jun 9/22
2022-221	Award Line Painting project to Line King Highways to not exceed \$39,500	PW	Agreement Finalized; MOA sent to contractor for signing	Complete Jul 6/22
2022-220	Award Gravel Crushing Tender Ft Assiniboine pit to Surmont Sand & Gravel for \$1,487,300 to crush 278,000 tonnes & allocate \$8,000 to quality testing	PW/EA	Contract finalized; Contracts provided to contractor to sign	Complete June 21/19
2022-217	Submit applications to MSI Capital for 3 projects (RR 25 in 2024, Rd reg gravel 2023, Landfill Access Rd upgrade in 2026)	DF	Submitted	Complete Jun 15/22
2022-216	MOA with AT for STIP funding (BF 78033)	CAO/EA	Contract finalized; Signed by County & sent to AT	Complete June 23/22
2022-215	Set Date, Time, Place - Tax Sale (Public Auction)	CAO	Set for Dec 7/22; process as per MGA	Complete Jun 7/22
2022-214, 354	Barrhead Street Festival - Community Grant \$1,500	CAO/EA	Receive final report; Approval letter sent	Complete Jun 10/22
2022-213	Barrhead Golf - Community Grant Final Report	CAO/EA	Report filed	Complete Jun 7/22
2022-207	Send letter to resident regarding dust control at RR 25 & Twp Rd 571A	CAO/EA	Letter sent	Complete Jun 15/22
2022-204	Approved 2021 Annual Report	CAO/COMM	Posted to Website	Complete May 18/22
2022-199	Approved Admin bldg repairs with County contribution to be a max of \$25,500	CAO/DF/EA	Pembina Hills School Division informed of Council decision	Complete May 17/22
2022-198	Denied request from Long Run Exploration Ltd to cancel taxes	DF	Letter sent	Complete May 18/22

2022-197	Approved agreement with Tango Network for \$10,980 for Broadband project implementation	CAO	Contractor notified	Complete May 18/22
2022-195	Approved Diesel Fuel Surcharge Rate effective May 23, 2022	PW	New process implemented	Complete May 30/22
2022-194	Awarded shoulder pull contract to B&B Wilson for project cost of \$194,250 and identified additional funding source	PW	Contract fully executed; Contractor notified, will send contract	Complete Jul 5/22
2022-193, 355	Approved community grant to Bhd Ag Society	CAO/EA	Receive final report; Approval letter sent	Complete May 20/22
2022-192	Approved Ducks Unlimited professional services agreement	AG	Agreement signed; Gov't employee retired, looking at finalizing agreement; Agreement sent to Ducks Unlimited for signing	Complete Oct 19/22
2022-191	Appointed Chelsea Jaeger as weed inspector	AG	Officially appointed by Council; ID to be provided	Complete May 17/22
2022-190	Declared June 6-14 as Seniors Week	CAO/EA	Declaration posted on website, and Ministry of Seniors & Housing notified	Complete May 20/22
2022-205	Broadband Partnership - Option #2 approved with funds from reserves	CAO/DF/PD	Agreement fully executed; Finalizing Contribution Agreement	Complete June 1/22
2022-200	Approved Project #440 Road Construction agreements	CAO/EA	Agreements signed & awaiting completion of project	Complete May 4/22
2022-197	Approved Enforcement Services Agreement with LSAC	CAO/EA	Agreement finalized; Sent to LSAC May 16 waiting return; Awaiting signature	Complete Jun 7/22
2022-196	Proclaim May 1-7 Emergency Preparedness Week	CAO/COMM	Posted to website, posted at office	Complete May 4/22
2022-195	Proclaim 2022 Year of the Garden & June 18, 2022 Garden Day	CAO/EA	Posted to website, CIB & Garden Canada notified	Complete May 4/22
2022-194	Proclaim May 30-Jun 3 Alberta Rural Health Week	CAO/COMM	Posted to website	Complete May 4/22
2022-193	Grass cutting contract - MacGill Estates	CAO/EA	Finalized; Contractor notified, waiting for signatures	Complete May 12/22
2022-184	GFR - Option to Purchase (on 3rd lot)	CAO	Signed by County & sent to lawyer Apr 22/22	Complete Apr 22/22
2022-180	Adopted 2022 Property Tax Bylaw	DF/EA	Bylaw signed & posted to website	Complete Apr 21/22
2022-175	Approved 3-yr Financial Plan & 10-yr Capital Plan	DF	Signed & posted to website	Complete Apr 20/22
2022-173, 174	Approved 2022 Operating & 2022 Capital Budget	DF	Signed & posted to website	Complete Apr 20/22

2022-167	Approved Reserve Report	DF	Council approved	Complete Apr 19/22
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF		Underway
2022-165	Appointed new fire guardians	EA	Applicants and Fire Chief have been notified	Complete Apr 20/22
2022-160, 161,202,203	Bylaw 6-2022 (Removal of MR designation) 1st reading; set public hearing date, 2nd, 3rd reading (relates to resolution 2020-358)	PD/EA	Bylaw signed, forms sent to Land Titles; Public hearing for May 17, 2022; Advertising submitted to local paper and to be posted on site	Complete May 19/22
2022-150	Denied request to cancel Axiom Oil & Gas Inc taxes	CAO/DF	Decision sent	Complete Apr 12/22
2022-149	Approved Library special funding request to a max County contribution of \$3,650 (total 4% COLA)	CAO/DF	Decision sent	Complete Apr 13/22
2022-144-147	Approved 2022 Joint Landfill budgets/plans	DF	Incorporated into County budgets & plans	Complete Apr 14/22
2022-140-143	Approved 202 Joint Airport budgets/plans	DF	Incorporated into County budgets & plans	Complete Apr 14/22
2022-138,39	Approved 2022 Joint Twinning budgets/plans	DF	Incorporated into County budgets & plans	Complete Apr 14/22
2022-131-137	Approved 2022 Joint Fire Services & ERC budgets/plans	DF	Incorporated into County budgets & plans	Complete Apr 14/22
2022-129	Renewal of Fire Services Agreement	CAO	Agreement signed	Complete Apr 22/22
2022-128	Budget Priorities Survey - What we Heard Report	CAO/EA	Posted to website	Complete Apr 11/22
2022-127	Letter of support for Rossman's commercial timber permit application	PD	Letter provided to Mr. Rossman	Complete Apr 12/22
2022-126	Renew GROWTH membership for 2022	PD	Invoice submitted to Finance	Complete Apr 12/22
2022-125	Adopted Bylaw 3-2022 Dog Control Bylaw Amendment	CAO/EA	Signed by Reeve	Complete Apr 12/22
2022-121	Accepted priorities for RCMP Annual Performance Plan	CAO	Signed by Reeve & returned; Waiting for final plan for Reeve's signature	Complete Aug 11/22
2022-120	Set Dunstable lagoon volume allotment program; 1st come 1st served	PW	Notified; Updating list of users	Complete May 12/22
2022-118	Nominate director for BRWC	CAO/EA	BRWC notified	Complete Apr 6/22

2022-115	Appoint member-at-large to Library Board	CAO/EA	Library notified	Complete Apr 6/22
2022-114	Adopted Rates & Fees Bylaw 4-2022	CAO/EA	Signed and posted to website	Complete Apr 6/22
2022-110	Approve 2022/23 ACP Grant Agreement for Municipal Intern	CAO/EA	Agreement signed and sent to Municipal Affairs	Complete Apr 6/22
2022-109	Approve 2022-2026 Strategic Plan	CAO	Posted public version to website; Drafting public version for website	Complete Jun 15/22
2022-108	Publish 2021 audited financial statements to website	DF/COMM	Posted to website	Complete Apr 8/22
2022-098,99	Move CAO to Step 12 on salary grid and vacation entitlement to 4 weeks effective Jan 1/22	FIN	Payroll notified	Complete Mar 10/22
2022-089	Schedule Special Council meeting March 3	CAO	CAO performance evaluation	Complete Mar 1/22
2022-088	Proclaim May 9-13 Economic Development Week	PD/EA	Notification sent and posted to website	Complete Mar 10/22
2022-087	Barrhead Golf - Community Grant \$2,500	EA/FIN	Applicant has been notified and payment sent	Complete Mar 17/22
2022-086	Appointment of Fire Guardians	CAO/EA	Fire Chief notified	Complete Mar 10/22
2022-084,85	Plan Appreciation Dinner April 28 and invite ICF partners	AG/EA	Event held Apr 28/22; Invitations sent to Minister and MLA, planning underway	Complete Apr 28/22
2022-079	Bring back info on WILD Alberta requests re: establishing DMO	CAO/PD	Scheduled to bring to Council April 5/22	Complete Apr 5/22
2022-078	Request meeting w/Min of Transportation at RMA re: condition/safety of Hwy 769	CAO	Meeting requested	Complete Feb 15/22
2022-077	Authorized signing of MSI amending MOA	CAO/EA	Signed and returned to GOA	Complete Feb 22/22
2022-076	Approved Indixio as the EDRMS provider	DF	Contract finalized	Complete Mar 3/22
2022-074,154	Bring back a report on the costs and process for expropriation of land related to Project 340	CAO/DF	Expropriation was not required	Rescinded Apr 5/22
2022-073,219	Approved landowner compensation for Project 340 road ROW acquisition	PW	Going to Council June 7; 1 left to sign; 3 still to sign; Have agreements with 2 main landowners; Negotiations have commenced	Complete Jun 8/22
2022-070	Creation of new reserve Ag-H2C Conservation Landowner Conservation	DF	Created	Complete Feb 15/22

2022-069	Approved 2021 reserve transactions	DF	Transactions complete	Complete Feb 15/22
2022-066	Awarded contract to Pembina West Co-op to supply diesel fuel for 3 years	DF/PW	Contract finalized; Contract signed and sent to Co-op for execution.	Complete Feb 15/22
2022-060	Awarded Tender for 3/4 Ton Truck to Barrhead Ford	PW	Letter sent to Barrhead Ford confirming purchase	Complete Feb 22/22
2022-058	Award Ag Lease by Manola truck fill	CAO	Lease finalized; Lease sent to landowner	Complete Feb 28/22
2022-057	Denied request to cancel Town Rec portions of taxes	CAO	Letter sent to landowner	Complete Mar 9/22
2022-054,55,56	ARB Officials Appointments	DF/EA	CRSAC notified of appointments	Complete Feb 17/22
2022-053	Rescind Policy 62.06 - Partners in Conservation	AG/EA	Policy rescinded	Complete Feb 18/22
2022-049,50,51	Appointed members to PAC (ALUS)	AG	Applicants have been notified	Complete Feb 16/22
2022-038	Approved Rural Broadband Policy	CAO/PD	Policy sent to consultant to continue work on project	Complete Feb 7/22
2022-035	Approved funding sources for overbudget 2021 operational projects	DF	Transactions done	Complete Feb 3/22
2022-034	Approved funding sources for overbudget 2021 capital projects	DF	Transactions done	Complete Feb 3/22
2022-033	Approved purchase of 2022 Excavator with implements	PW	Letter sent to Finning approving excavator purchase; letters sent to unsuccessful bids	Complete Feb 8/22
2022-032	Approved purchase of 2 - 2022 Motor Scrapers as per Capital Budget/Plan	PW	Letter sent to Finning approving purchase	Complete Feb 8/22
2022-031	Approved purchase of 2 - 2022 UTVs as per Capital Budget/Plan	PW/AG	CC Cycle contacted to confirm purchase	Complete Feb 2/22
2022-028	Approved Bylaw 2-2022 Emergency Management	CAO	Included in Municipal Emerg Plan (MEP)	Complete Feb 4/22
2022-022	Public Hearing for Lakeview Estates ASP (LUB amendment) - March 1, 2022 at 1:15 pm, Multipurpose Rm	PD/EA	Public hearing held in person and virtual on March 1/22; Advertising requirements underway, facility booked	Complete Mar 1/22

2022-021,090-092, 212	LUB amendment re: Lakeview Estates ASP	PD/CAO	3rd reading to Council on Jun 7/22; 2nd reading with recommended amendments to Council May 3/22; 3rd reading to be scheduled for Council consideration (June 7/22). Will return to Council for further consideration following Public Hearing; 1st reading to Council	Complete Jun 10/22
2022-006	BF73046-21 Awarded to Griffin Contracting	PW	Notification sent to MPA to award contract to Griffin	Complete Jan 19/22
2022-005	Approved ALUS PAC TOR	AG	PAC TOR posted and advertising underway	Complete Jan 20/22
2022-004	Community Grant of \$2,500 - Misty Ridge Ski Club	CAO/EA	Letter sent awarding grant	Complete Jan 20/22
2021-536	Approved purchase 2022 Motor Grader Replacement as per Capital Budget	PW/DF	Letters sent to dealerships informing them of decision.	Complete Jan 7/22
2021-534	Approved 10 YR Capital Plan	CAO/DF	Posted to Website	Complete Jan 12/22
2021-533	Approved 3 YR Financial Plan	CAO/DF	Posted to Website	Complete Jan 12/22
2021-532	Approved 2022 Capital Budget of \$8,087,326	CAO/DF	Posted to Website	Complete Jan 12/22
2021-531	Approved 2022 Interim Operating Budget of \$17,518,554	CAO/DF	Posted to Website	Complete Jan 12/22
2021-530	Approved application for PERC/DIRC (\$29,878.80 & \$728.86)	DF	Sent to GOA.	Complete Jan 11/22
2021-529	Approved Water & Sewer Utility Rates Bylaw 11-2021	CAO/DF	New rates inputted to system and first utility bills to be sent out Jan 31, 2022	Complete Jan 7/22
2021-523	Approved MOA with CRASC Jan 1, 2022 to Dec 31, 2024	CAO	Received finalized agreement; Sent to CRASC for signing Jan 13	Complete Feb 9/22
2022-024; 2021-496	Request report with options & recommendations to consider compensation for Newton Creek flooding	CAO/DF	Council accepted insurance adjusters conclusion and denied claim; To Council Feb 1/22; RMA Genesis Reciprocal Insurance has been contacted; appt with legal counsel	Complete Feb 1/22
2021-488	Cancel 50% 2021 taxes for GOA re: GIPOT	DF	Received Payment; Journal entry done and expect payment March 31, 2022	Complete Mar 15/22
2021-481	Draft proposal for holding annual Agriculture/County dinner in 2022 in alignment with public health restrictions	CAO/AG	RFD to Council Mar 1/22; Minister confirmed; Checking availability of site, MLA, Minister etc.; Preliminary discussions re potential dates	Complete Mar 1/22

2021-474	Authorized Admin to enter into Ag Plastics Recycling Agreement with CleanFarms	CAO/AG	Agreement signed and returned; On hold until April 2022; Awaiting agreement from CleanFarms	Complete Apr 4/22
2021-471	Approved streetlight in Neerlandia	EA/CAO/PW	Construction complete; Permits complete, estimate Mar 7 completion; Fortis has been notified, indicated new year	Complete Mar 4/22
2021-452	Contract for Neerlandia Lagoon Construction awarded to PME Inc.	PW	Fully executed Contract sent to AE for distribution; Contract signed by PME and being returned to County to fully execute. Associated Eng to be in contact with PME to determine work schedule.	Complete Jan 19/22
2021-353	Develop policy for volume allotment program for Dunstable Lagoon (Q1-2022)	CAO/PW	RFD to Council April 5 for further direction	Complete Apr 5/22
2022-040; 2021-291	Use of Barrhead Johnson Airport Terminal for Aviation Ground School Training	EA/CAO	Council rescinded on Feb 1/22 as session was not held; Postponed until Oct 2021	Rescinded Feb 1/22
2021-190	Scada Project - Additional Work approved with \$25K FGT funding	CAO/PW	99% complete with Northplex done; Working on Communications 90% complete; Completed - instrument and piping at Manola pump house and Booster station and Neerlandia Scada upgrade. Contractors working on updating programming and communications. Application for FGT to be updated when project fully complete.	Complete Nov 3/22
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Rough draft prepared	Underway
2020-468	Approved disposal of Fire Dept equipment with funds used to reduce capital contribution	DF	Sold in 2021 and proceeds were deducted from amount due for new fire engine; Not sold in 2020; Waiting for 2021 final capital budget reconciliation in late January 2022.	Complete Jan 10/22
2020-358	Land exchange - begin process re securing road ROW (requires bylaw to dispose of MR & public hearing - relates to resolution 2022-160,161,202,203)	PD/CAO	Bylaw approved May 17/22 forms sent to Land Titles; 1st reading Apr 19/22, public hearing set for May 17/22; Bylaw to Council Apr 19/22; Landowner signed agreement, starting process for land exchange; Preliminary survey work done and waiting for landowner to review sketch plan; Landowner is reviewing; Working on agreement	Complete May 19/22

2020-165	Letter - AB Transportation re prov. Hwy concerns for consideration for GOA 2020 Capital Maintenance Projects	EA/CAO	Hwy 33; Obtained input from Council, PW.	Underway
2019-427	Release County share of deposit for fire engine; approved cost share of \$317,748.50 for purchase of 2020 engine incl 10% deposit of \$31,775 to be pd in 2019	DF	Received final inv Jan 10 to be paid next cheque run; Town indicates waiting for final payment date and will invoice us full cost share in 2022; waiting for docs from Town at year-end to transfer funds (\$31,775)	Complete Jan 17/22
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2019-009	RMA Charitable Gaming Committee - support and inform	EA/CAO	GOA postponed this initiative indefinitely, tone of letter will change; Letter drafted to MLA etc.; Shared with Town & orgs; Report posted to website, compiling email distribution list	Underway
2018-029	Service Contract Review	EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway
2017-245	Policy for Special Events	CAO/Dev	Reviewing policies from neighbouring municipalities	Underway

In Force or Date Effective	MGA Change	Responsible	Comments	Status
Oct 26/17	Public Notification Methods: To use alternative advertising requires an Advertisement Bylaw	CAO/EA	Only required if Council wants to use alternative advertising methods	Not started
Oct 26/17	Conservation Reserve: Council may designate land for a new type of reserve to protect enviro significant features.	CAO/PD/Ag	Requires policies to be incl in MDP and ASPs.	Not started
Oct 26/17	Off-Site Levies: Scope expanded AND opportunity to create joint intermunicipal off-site levy bylaws for projects	CAO/DF/PD/P W	Permitted to revise bylaw to expand scope; Describe infrastructure, benefitting area, technical data, estimated costs, keep calculations current, agreement as needed	Not started
	More to be added - as time permits			



Public Works Director of Infrastructure Report December 6, 2022



Snow & Ice Removal

- Utilizing graders and snowplow truck, the removal of snow and sanding on icy areas have been taking place on paved surfaces, airport, subdivisions, hamlets, gravel and oiled road surfaces.

Transfer Stations

- Scrap iron has been baled and removed from all sites.
- Burn pits have been cleaned out at Dunstable, Tiger Lily and Vega sites using gravel truck and loader.

Brushing

- Excavator and mulcher are currently brushing on Township Road 610 east of Range Road 62.

Road Bans

- All roads bans are lifted and are at 100% allowed axel rate effective November 23, 2022

Equipment

- Komatsu D71PX-24 dozer expected delivery is December 1, 2022.
- 2010 Dodge 1500 was disposed of at Parson's Auction on December 1, 2022.

Tender

- Tender opening for base paving work on Range Road 22, Range Road 40 and Thunder Lake hamlet took place at the County office on November 24, 2022.
 - 8 tenders were received. WSP is confirming results and qualification of proponents. Results will be brought to Council for review.

Contract

- Fort Assiniboine gravel crushing contract has been completed with a total of 278,569.5 tonnes crushed and contractor is working on moving out of the pit.

Labour

- Sign repairs, hand brushing, airport lights and picnic table repairs.

Shop

- Equipped D6T dozer and excavator with ice lugs, 627 motor scraper repairs

Utilities

- Fall maintenance and winterizing projects have been completed.
- MCSNet is carrying out the installation of their wireless service hardware in the Neerlandia and Manola water distribution buildings.
- Repairs to a water meter that froze in a Manola residence.
- All other testing and monitoring are being carried out as per normal operations.



November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

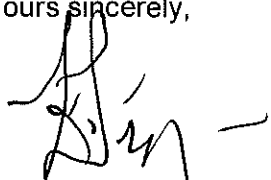
On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.

In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right.

Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

T

AR110130

Subject: 2022/23 Fire Services Training Program Grant

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs has reinstated the Fire Services Training Program. This program will provide \$500,000 in grant funding annually starting in 2022/23. Public safety is always a priority and, while we respect that fire services is a municipal responsibility, the Government of Alberta recognizes that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes below:

- Alberta communities are supported in developing capacity to prevent, prepare for, and respond to identified risks.
- Training of fire services remains current and is updated as required.
- Training aligns with and supports community planning.

The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx. If interested, please forward this information to your chief administrative officers and fire chiefs so they may complete the application form. Collaboration involving multiple municipalities is permitted but not required.

If you have any questions regarding the grant applications or the program guidelines, feel free to contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This government recognizes the important work of fire services, and the grant program will help fire departments across the province be prepared with knowledge and skills to protect their communities.

Sincerely,

Rebecca Schulz
Minister

Barrhead Exhibition Association and Agricultural Society
Board Meeting
November 22, 2022

Meeting called to order by President Jackie Miller at 7:30 pm.

Attendance: Jackie Miller, Steve Zunti, Ken Anderson, Ashley Mast, Steve Properzi, Neil Branden, Colleen Branden, Shauna Abernathy, Bill Lane, Anthony Oswald, Lynn Down

ADOPTION OF AGENDA

Moved by B Lane to adopt amended agenda. Secunder K Anderson. Carried.

ADOPTION OF MINUTES

Moved by N Branden to adopt minutes of Board Meeting of October 25, 2022. Secunder S Abernathy. Carried.

BUSINESS ARISING FROM MINUTES

1. Rebranding – Logo still under review.
2. Terms of Reference – Outstanding documents to be submitted at next Board Meeting January 24, 2023 for approve by the Board of Directors.
3. County of Barrhead Bartending – S Zunti, C Fisher, M Donaghy, L Down.

REPORTS

1. Financial Report (attached) – **C Branden to accept report as presented. Secunder S Zunti.**
2. Facilities Report (attached) – K Anderson submitted Facilities Committee Report and Barn Report. **Moved by K Anderson to accept reports as presented. Secunder B Lane. Carried.**
3. Rodeo Report – N Branden reported disappointment with the unsuccessful 3-year WRA bid noting that the Rimbey bid is for one year only. **Move by N Branden to accept report as presented. Secunder A Mast. Carried.**
4. Fundraising Report – C Branden reported the December 11th FUNdraiser plans are in place and will include a Hay Ride with registration and \$5 for those not registered.
5. Derby Report – A Mast reported the videos are being produced and more attractions are being considered for the July 22, 2023 Derby. **Moved by A Mast accept report as presented. Secunder C Branden. Carried.**
6. AAAS Region 5 Meeting – J Millers & C Branden attended. Alberta Young Farmers and Ranchabouts (AYFR) – **Moved by C Branden to sponsor an eligible and active Barrhead Agricultural Society member and one guest to attend the AAAS Convention on February 2-4, 2023. Deadline to submit application to the Barrhead Ag Society by December 31, 2022. Secunder S Abernathy.**

NEW BUSINESS

1. December Meeting – Meeting canceled next Board Meeting January 24, 2023. **NOTE:**
The Facilities Committee will hold an open meeting to all members wishing to attend on December 20 @ the Ag Barn Meeting Room @ 7:30pm.
2. Town of Barrhead Christmas Bartending – K Anderson, L Messmer, M Donaghy, L Down.
3. Events to Replace WRA Finals – Discussed options i.e.: CPRA, concert.

ADJOURNMENT

Moved by N Branden to adjourn meeting at 9:35 pm. Secunder B Lane. Carried

11:49 AM

Barrhead Exhibition Association and Agricultural Society

11/22/22

Balance Sheet

Accrual Basis

As of October 31, 2022

	Oct 31, 22
ASSETS	
Current Assets	
Chequing/Savings	
100 · Servus Credit Union - Chequing	68,394.77
101 · Servus Credit Union - Savings	9.76
102 · Servus Rewards #2	93.05
105 · Servus Credit Union - Shares	1.44
107 · Servus Credit Union - CASINO	23,075.83
109 · Term 9 Rodeo Grant 1 Yr Redeem	14,485.48
110 · Leonard's Memorial 1 Yr Redeem	9,265.87
Total Chequing/Savings	115,326.20
Accounts Receivable	
115 · Accounts Receivable	2,800.00
Total Accounts Receivable	2,800.00
Total Current Assets	118,126.20
Fixed Assets	
170 · Land	152,541.86
172 · Show Barn	849,506.90
173 · Equipment	327,996.45
174 · Grounds Improvement	151,989.03
175 · Bablitz Exhibition Hall	308,480.06
Total Fixed Assets	1,790,514.30
Other Assets	
186 · Other Assets	1,603.95
Total Other Assets	1,603.95
TOTAL ASSETS	1,910,244.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	1,977.05
Total Accounts Payable	1,977.05
Other Current Liabilities	
201 · Accrued Liabilities	1,775.00
Total Other Current Liabilities	1,775.00
Total Current Liabilities	3,752.05
Total Liabilities	3,752.05
Equity	
195 · Pembina West Co-operative	-3,858.77
300 · Retained Earnings	-31,679.08
32000 · *Retained Earnings	94,039.30
350 · Equity in Capital Property	1,681,663.68
360 · Capital excess (deficit)	559.94
Net Income	165,767.33
Total Equity	1,906,492.40
TOTAL LIABILITIES & EQUITY	1,910,244.45

11:48 AM

Barrhead Exhibition Association and Agricultural Society

Profit & Loss

11/22/22

Accrual Basis

November 2021 through October 2022

	Nov '21 - Oct 22
Income	
FACILITY RENTALS	
1099 · Arena Rental	110.00
1100 · Barn	16,935.29
1101 · Exhibition Hall Rental	
1101A · Alberta Health Services Rental	44,000.00
1101 · Exhibition Hall Rental - Other	1,500.00
Total 1101 · Exhibition Hall Rental	45,500.00
1102 · Grounds	190.48
1103 · Heat in Barn	425.70
1106 · Meeting Room Rental	2,057.62
1107 · Open Riding	7,226.68
1111 · Electronic Timer Rental	80.00
Total FACILITY RENTALS	72,525.77
FAIR INCOME	
1400 · Ball Tournament	7,225.00
1401 · Bar	10,525.96
1401A · Cabaret	
1401B · Cabaret Door	5,472.41
1401C · Cabaret Bar	6,551.90
Total 1401A · Cabaret	12,024.31
1404 · Concession	2,255.54
1408 · Gates	29,477.34
1409 · Gymkana Entries	886.00
1410 · Horse Show Entries	2,320.00
1411 · Horse Show Sponsorship	1,500.00
1413 · Miscellaneous	0.57
1415 · Rodeo Sponsorship	
1415A · Mini Chuckwagons	3,600.00
1415 · Rodeo Sponsorship - Other	8,050.00
Total 1415 · Rodeo Sponsorship	11,650.00
1417 · Vendor Fees	473.10
1418 · General Sponsorship	10,000.00
1460 · BBQ Cookoff	
1461 · Raffle	1,620.00
1462 · Entry Fee	400.00
1463 · BBQ Cookoff Sponsorship	2,900.00
1464 · BBQ Cookoff Taster's Choice	255.00
Total 1460 · BBQ Cookoff	5,175.00
FAIR INCOME - Other	0.00
Total FAIR INCOME	93,512.82
FUNDRAISING	
1201 · Bar (County of Barrhead)	234.29
1202 · Bar (Town of Barrhead)	969.54
1203 · Bar (Grad)	25,097.39
1205 · Casino	15,142.07
1208 · 50/50 Raffle	2,976.28
1210 · Family FUNdraiser	
1211 · Raffle	463.00
1210 · Family FUNdraiser - Other	950.00
Total 1210 · Family FUNdraiser	1,413.00
Total FUNDRAISING	45,832.57

Barrhead Exhibition Association and Agricultural Society

11/22/22

Profit & Loss

Accrual Basis

November 2021 through October 2022

	Nov '21 - Oct 22
WILDROSE FINALS	
Bar	
1502 · Bottle Returns	214.55
1504 · Bablitz Bar Thursday	2,817.15
1505 · Bablitz Bar Friday	2,229.53
1508 · Upstairs Bar 1 Thursday	3,204.29
1509 · Upstairs Bar 2 Friday	5,878.11
1510 · Upstairs Bar 3 Saturday 1 pm	1,639.05
1511 · Upstairs Bar 4 Saturday Night	7,250.48
1511A · Lobby Bar Saturday Evening	1,243.81
1512 · Upstairs Bar 5 Sunday	1,364.78
Total Bar	25,841.75
CABARET	
Cabaret Bar	9,191.44
CABARET - Other	6,561.92
Total CABARET	15,753.36
HOLDING	0.00
1514 · Miscellaneous	
1514A · Power	40.00
1514 · Miscellaneous - Other	865.00
Total 1514 · Miscellaneous	905.00
1516 · Sponsorship	11,450.00
1517 · Stall Rentals	3,123.81
1518 · Ticket Sales	
1518A · Thursday Tickets	12,933.35
1518B · Friday Ticket Sales	10,595.25
1518C · Saturday Afternoon Tickets	9,133.34
1518D · Saturday Evening Tickets	15,719.06
1518E · Sunday Ticket Sales	8,857.17
1518H · 5 packs	4,380.96
1518 · Ticket Sales - Other	1,209.53
Total 1518 · Ticket Sales	62,828.66
1520 · Vendor Fees	300.00
1525 · Alberta Stabilize Grant	14,435.00
Total WILDROSE FINALS	134,637.58
1600 · DERBY	
1601 · Derby Entries	2,205.00
1602 · Derby Sponsorship	4,100.00
1603 · Derby DVD	400.00
1604 · Vendor Fee	175.00
1605 · Derby Bar Sales	32,878.90
1606 · Derby Gate Fees	28,575.50
1607 · Derby Concession	1,577.43
1608 · 50/50	4,818.00
Total 1600 · DERBY	74,729.83
399 · Grant - Alberta Agriculture	52,533.00
400 · Misc Income	1,208.88
401 · Other Revenue	0.04
402 · Patronage Dividends	12.11
410 · Memberships	120.00
430 · On Target Bull Sale	0.00
435 · Donations (A)	25,503.00
440 · Farmers Market Insurance	288.00
450 · Interest Earned	61.19
460 · Sponsorship (General)	

Barrhead Exhibition Association and Agricultural Society

Profit & Loss

11/22/22

November 2021 through October 2022

Accrual Basis

	Nov '21 - Oct 22
460C · Silver Sponsorship	5,700.00
460D · Bronze Sponsorship	1,750.00
460 · Sponsorship (General) - Other	-7,450.00
Total 460 · Sponsorship (General)	0.00
5000 · Beef Bash	
5001 · Beef Bash Entry Fees	3,511.00
5002 · Beef Bash Sponsorship	7,200.00
5003 · Income from On Target Bull Sale	590.00
Total 5000 · Beef Bash	11,301.00
710 · Alberta Stabilization Grant	
710A · Stabilization Matching Grant	25,000.00
Total 710 · Alberta Stabilization Grant	25,000.00
Total Income	537,265.79
Gross Profit	537,265.79
Expense	
2100 · SHOW BARN EXPENSES	
2101 · Barn & Grounds Repairs & Maint	10,077.18
2102 · Fuel, oil, etc	1,261.27
2103 · Sand	3,512.03
2104 · MEETING ROOM EXPENSES	
2105 · Janitorial	5,145.00
2106 · Supplies - Meeting Room/Kitchen	1,138.52
2104 · MEETING ROOM EXPENSES - Other	880.84
Total 2104 · MEETING ROOM EXPENSES	7,164.36
2107X · Utilities	
2107 · Natural Gas	
2107A · Carbon Tax	2,563.97
2107 · Natural Gas - Other	10,926.31
Total 2107 · Natural Gas	13,490.28
2108 · Power	8,321.64
2109 · Water & Sewer	
2109A · Ag Barn Water and Sewer	1,397.07
Total 2109 · Water & Sewer	1,397.07
21110 · Internet Service	538.80
21115 · Data plan for tablets	296.00
Total 2107X · Utilities	24,043.79
2110 · Kitchen Maintenance	1,737.56
2111 · Equipment Maintenance & Repairs	5,601.52
2120 · General Operating Expenses	21.26
Total 2100 · SHOW BARN EXPENSES	53,418.97
2200 · FUNDRAISING EXPENSES	
2200A · Bar supplies	41.50
2202 · Graduation Bar	9,104.81
2203 · Town of Barrhead	524.48
2208 · 50/50 Raffle	1,755.60
2209 · Family FUNdraiser	338.22
Total 2200 · FUNDRAISING EXPENSES	11,764.61
2400 · FAIR EXPENSES	
Entertainment	
2410 · Bouncy Activities	2,300.00
2460 · Face Painters, Balloon Artists	4,646.58

Barrhead Exhibition Association and Agricultural Society

11/22/22

Profit & Loss

Accrual Basis

November 2021 through October 2022

	Nov '21 - Oct 22
2461 · Global FMX Motocross	13,477.60
2462 · Heavy Horse Pull	2,500.00
2463 · Fitset Ninja	3,750.00
2464 · Mini Golf	400.00
Total Entertainment	27,074.18
2401 · Advertising	4,807.40
2402 · Ambulance	1,450.00
2403 · Slo-Pitch Tournament	
2403A · Prize Money	4,250.00
2403B · Umpires	750.00
2403 · Slo-Pitch Tournament - Other	695.71
Total 2403 · Slo-Pitch Tournament	5,695.71
2404 · Bar	
2404A · Liquor License	300.00
2404 · Bar - Other	5,933.99
Total 2404 · Bar	6,233.99
2416 · Gymkana	1,609.36
2417 · Horse Show	
2417B · Prizes/Prize Money	3,431.30
2418 · Judging	900.00
Total 2417 · Horse Show	4,331.30
2419 · Miscellaneous - Fair	
2419A · Set-up/clean up costs for Fair	35.96
2419B · Tent Rental	1,750.00
2419 · Miscellaneous - Fair - Other	364.07
Total 2419 · Miscellaneous - Fair	2,150.03
2421 · Parade	577.77
2422 · Rodeo	
2422A · Stock Contractor	12,800.00
2422B · Added Prizes	7,050.00
2422C · Other prizes	580.00
2422D · Misc Costs	2,050.00
2422E · Mini Chuckwagon Races	3,600.00
Total 2422 · Rodeo	26,080.00
2435 · Cabaret	3,400.00
2470 · BBQ Cookoff	
2475 · Raffle Expense	182.80
2476 · BBQ Cookoff Prize Money	3,225.00
2470 · BBQ Cookoff - Other	42.52
Total 2470 · BBQ Cookoff	3,450.32
2480 · Security	1,397.50
Total 2400 · FAIR EXPENSES	88,257.56
2500 · WILDROSE FINALS EXPENSES	
2500A · Advertising & Promotion	3,560.44
2501 · Ambulance	1,500.00
2502 · Announcer	
2502A · Accomodation	330.00
2502 · Announcer - Other	3,300.00
Total 2502 · Announcer	3,630.00
2503 · Bar	
2504 · Deposit on liquor & pop/enviro	290.21
2506 · Liquor	8,950.01

Barrhead Exhibition Association and Agricultural Society

11/22/22

Profit & Loss

Accrual Basis

November 2021 through October 2022

	Nov '21 - Oct 22
2507 · Miscellaneous	600.00
2508 · Mix, Water & Ice	854.92
Total 2503 · Bar	10,695.14
2509 · Barn - clean-up	2,415.00
2511 · Feed for livestock	4,800.00
2513 · Miscellaneous - Finals	2,729.08
2514 · Extra Entertainment Costs	700.00
2516 · Rodeo Clown	5,500.00
2517 · Sand	7,729.11
2518 · Security	5,975.00
2519 · Setup/Take Down Costs	950.63
2520 · Speaker Rental	202.00
2522 · Volunteer Expenses	429.61
2524 · Wildrose Rodeo Association	45,000.00
2526 · Cleaning/Damages	2,380.95
2530 · Video Replay Screen	13,985.90
2535 · Saturday Night Cabaret	
2535A · Accomodation	470.80
2535B · Hospitality & extras	290.13
2535 · Saturday Night Cabaret - Other	6,050.00
Total 2535 · Saturday Night Cabaret	6,810.93
2550 · Processing Fees	97.31
Total 2500 · WILDROSE FINALS EXPENSES	119,091.10
2600 · BABLITZ EXHIBITION HALL EXPENSE	
2601 · Janitor	1,452.00
2602 · Paper Prod & Cleaning Supplies	613.32
2603 · Repairs & Maintenance	1,923.57
2604 · Water & Sewer	648.39
2605 · Other expenses	36.27
2606 · Alberta Health Services	4,350.76
Total 2600 · BABLITZ EXHIBITION HALL EXPENSE	9,024.31
2700 · BARRHEAD BEEF BASH	
2701 · Prize Money	8,435.00
2702 · Officials/Judges	600.00
2703 · Other Expenses	2,130.14
Total 2700 · BARRHEAD BEEF BASH	11,165.14
2800 · DEMOLITION DERBY	
2801 · Advertising	1,654.96
2802 · Bar	11,955.75
2804 · Misc Expenses	4,070.38
2805 · Prize Money	12,550.00
2806 · Security	4,750.00
2807 · Ambulance	400.00
Total 2800 · DEMOLITION DERBY	35,381.09
501 · Advertising	167.02
505 · AGM/Appreciation Night	610.74
508 · Convention Expenses	
Registration	3,297.00
Travel and accomodation	1,885.08
508 · Convention Expenses - Other	0.00
Total 508 · Convention Expenses	5,182.08
514 · Interest pd of overdue accounts	10.70
515 · Donations	5,633.89
516 · Float	0.00
517 · Sundry	403.33

11:48 AM

Barrhead Exhibition Association and Agricultural Society

11/22/22

Profit & Loss

Accrual Basis

November 2021 through October 2022

	Nov '21 - Oct 22
518 · Secretary Expenses	99.98
519 · Scholarships	4,500.00
520 · Sponsorship	100.00
530 · Office Supplies	607.15
531 · Website	780.00
532 · Professional Fees	1,700.00
533 · Insurance	
533A · Farmers Market Insurance	288.00
533 · Insurance - Other	13,782.00
Total 533 · Insurance	14,070.00
534 · Bank Charges	112.30
535 · AAAS Membership	300.00
536 · Memberships and Fees	290.00
537 · Line of Credit Interest	173.69
549 · Summer Student	5,500.00
555 · Miscellaneous	3,154.80
80000 · CASINO	
80500 · Misc Expenses	1,995.00
80000 · CASINO - Other	-1,995.00
Total 80000 · CASINO	0.00
Total Expense	371,498.46
Net Income	165,767.33

Barn Report

November 22, 2022

Since the October meeting the facilities have been used 12 times by other groups, and 2 times by the ag society, 1 4H outdoor event, 8 times by 4H and 10 open riding nights for a total of 33 times. The arena has been worked 8 times and watered 3 times this month.

Dave from Vissers welding installed flashing on the roof between the barn and meeting room. He has returned to check the overhead doors and to look into the water leak in the kitchen and applied more caulking .

Ken and Laurie have put more insulation around the kitchen intake air duct. We tried Cal Vissers easy fix for our overhead doors and were not successful. Stocking Doors have been called to repair the weather stripping on our overhead doors.

- Vissers welding has removed the scrap steel from our property and repaired our 30 ft panel
- 4H has removed the curtain from the rodeo fence and stored it in the C can.
- Steve Zunti has repaired the grease fitting on our arena groomer.
- The saga with our floor washer continues.
- Ken repaired the down spout on the Bablitz hall.
- Laurie Messmer repaired the door lock on the south east double doors
- Ken has trained Joel Messmer to run our tractor with the snow plow.
- Bablitz hall has very poor cell phone service and no wi fi. At a recent meeting the user was unable to use their phone as a hot spot to have a zoom meeting.

WORK TO BE DONE

lift cement pads on north entrance of Bablitz Hall

Leonard Schmidt memorial

Need to repair rodeo bleachers

Need to install gates on 20 ft panels

BOOKINGS

Pollard Bank Note Dec 3 Bablitz Hall

Drop in Riding – Monday & Friday October – April, 2023 – 5-9 pm, may book time during day if requested

Lazy Daze – Wednesday & Saturday evenings October – April 2, March 4

Freedom Naples 4-H – Sundays 12- 5 pm Meadowview 4-H – Saturdays 9:30-11:30 am, April 1, March 25 & 26

Canine 4-H, Nov 21, Dec 19, Jan 23,

Barrhead Light Horse – Thursday October – April 2023, Feb 20, 2023

DM Branden – Breakaway roping -Tuesdays November 22 – April 4, 2023 – (except for On Target Bull Sale March 14), & January 13, February 17, March 10, March 31

Beef 4H – meeting room – Jan 19, Feb 16, Mar 16, Apr 20, May 18, June 15

District 4-H meetings – Jan 5,

Freedom-Naples 4-H beef – January 8 - barn

Minor Hockey – , Bablitz Hall Jan 21

Kris Kremp Bablitz Hall & Barn – January 26, 27, 28

Ag Society – Balitz Hall – December 11

On Target Bull sale – March 14, 2023 (arena not available March 9-16, 2023)


Regional Multi Judging – April 22, 2023

District Multi Judging – April 8, 2023

Beef Achievement Day – May 29, 2023

Horse Achievement Days – May 20-22, 2023, June 3, 2022

Lazy Daze – ABRA – Fall and Flingy – September 16 & 17, 2023

	<h1>Misty Ridge Ski Hill</h1>	
		Date October 26, 2022
<h2>Meeting Minutes</h2>		



Attendance: Daniella, Gary, Mike, Erna, Danny, Shelley, Curtis, Greg, Matthew, Bruce Baron, Brad Bentz, Brett Branden

Call to Order: Matthew called the meeting to order at 1905.

Approval of Agenda: Matthew added CWSAA to the agenda. Mike approved the agenda, all in favor.

Approval of Minutes: Gary approved the minutes, all in favor.

Secretary Report: Michael Gravel came to look at the work that needed to be done on the roof and finishing the first aid door. He quoted us \$536.55. Board was all in favor of going ahead with this. Michael will be coming first weekend in November to do it. He was not comfortable quoting the garage door, and suggested we ask Stocking's for a quote. Daniella will contact them.

Treasurer Report: regular account: \$68,291.81. Shelley paid Leon's out of that for the flooring (\$4,239.90). Casino account: \$3,277.04. Shelley said we didn't have to spend this money before the next casino due to COVID. We are able to carry it over.

Operator's report: Greg got some pipes from the Neerlandia Lagoon to use for the hill. He will be pulling down electric fence soon, as the cattle lease is up Nov. 1

Board Elections:

President: Gary nominated Matthew. No other nominations. All in favor.

Vice President: Gary volunteered to remain. No other nominations. All in favor.

Treasurer: Shelley volunteered to remain if there were no other nominations. No other nominations. All in favor.

Secretary: Daniella volunteered to remain. No other nominations. All in favor.

Director: Curtis offered to remain as director. All in favor.

Director: Mike offered to remain as director. All in favor.


Director: County Representative, Bill Lane

Old Business:

-Funds/Projects/Grants: Louise unable to attend meeting. But let us know the medical door will be completed this weekend. We discussed also getting a first aid sticker for that door.

-Yard lights/power: Stalwart has almost completed this. They are currently working. Danny said they are missing a part for the pole and meter. Should be in soon. They might put more lights in if there is still money left from the grant to spend.

-Sign project: Gary has not talked to Aspen Leaf yet, he will do so when he is up in Swan Hills again. Shelley is sending out bills first week of November, will not send Aspen Leaf one, unless they want one.

	<h1 style="text-align: center;">Misty Ridge Ski Hill</h1>	
		Date October 26, 2022

Meeting Minutes

-Casino March 12-13, 2022: we will need approx. 26 spots filled. Shifts are 11am-7 pm, 6:30 pm-2:30 am, 11 pm-2:30 pm. We will put it on social media in the New Year. Geraldine Radke is wanting to help.

New Business:

-Generator: (applied for Grant): Danny will talk to Peace Country about the generator rental again, he has donated the use of it in the past. Would ideally like it for the 3rd week of Nov.

-snow cat repairs: tracks and cleats still need work. Hopefully happening this week or next.

-hill manager: Greg still interested in this position. All in favor.

-snow making: Greg needs help with snow making. Curtis and Brett willing to help again when he can. But we discussed also hiring someone to help with snow making and to help Greg with general maintenance and repair as well. This would be short term, paid position. \$20/hr was agreed upon by board. Daniella will create a job posting on FB, IG and Indeed. Will put Greg's email down as contact information as he is the one who knows the job description. Greg will ask around at the County if anyone is interested as well, since their season is wrapping up.

-racing poles: Greg said Intermountain sells them. He will look into it. Could put them on the bunny hill for kids, or Frost bite for moguls, potentially. We also need more helmets for rentals. Everyone to keep an eye out at Costco if they are there. Need smalls and larges. Mediums were purchased last year.

-School dates: Erna will get information out t schools. Discusses charging more next year. Agreed upon \$30/child. Erna said that the prices are set in the budget by school boards already for this year, so the prices for this year cannot be changed.

-staff: Erna said there are 16 total so far, 10 new, 6 returning. 2 More would be ideal.

-kitchen: Erna has an exchange student from the Fort interested in working the kitchen every other weekend. We need to find someone to fill in the other weekends. Shelley and Daniella willing to do a few if we cannot find someone. Erna is unable to help on weekends this year, but can during Christmas Break.


-CWSAA: Canadian West Ski Association: Matthew received a phone call asking abut where we get our insurance from. Many Counties are not covering small ski hills anymore. Barrhead County is still covering us, and we had upped our insurance last year. We pay approx \$6-8 K/year. She was also wondering abut signage on the hill. Greg will set up a meeting with her t discuss the signage for liability purposes. We will also see if she has a first aid sign for the door.

-hill manager wage: Danny motioned to increase Greg's wage to \$30/hr. All in favor.

-cows: Mueller's asked Danny if they could keep the cows on for another couple weeks. Board discussed. Advised to call Debbie at the county to figure it out as they were keeping Greg on for a little longer t deal with the fences. Danny will contact her. It would be nice to get the mower in too with out the fences to mow down what we can before snow.

Next Meeting Date: Nov 16, 2022 @ 7:30 pm.

Adjournment: Erna moved to adjourn at 8:10 pm. All in favor.

	Misty Ridge Ski Hill	
		Date October 26, 2022
Meeting Minutes		

**Barrhead & District Social Housing Association
Minutes
Regular Board Meeting – September 26, 2022**

Members Present: Craig Wilson, Don Smith Bill Lane, Roberta Hunt (via videoconference)
 Members Absent: Peter Kuelken
 Staff Present: Tyler Batdorf, Su Macdonald

1.0 The meeting was called to order at 10:00 a.m.

2.0 Approval of Agenda

Bill Lane moved to approve the September 26, 2022, Regular Board Meeting Agenda.

Carried Unanimously

3.0 Adoption of the Minutes

Don Smith moved to adopt the Minutes of the Regular Board Meeting of August 29, 2022.

Carried Unanimously

4.0 Reports

4.1 Financial Report

Income Statements for Lodges and Social Housing were presented.

Bill Lane moved to accept the Financial Reports as presented.

Carried Unanimously

4.2 Cheque Log – August 2022


Don Smith moved to accept the Cheque Log as presented.

Carried Unanimously

4.3 CAO Report

Updates were presented on the following topics:

- Corporate Image and Rebranding
- Klondike Place – Architect Visit
- FCSS Health Aging Presentation

Initials: Chairperson C.W. CAO 

- Operations
- Administration
- Activities
- Housekeeping
- Facilities
- ASHC Funded Project Update
- BDSHA Project Update

Roberta Hunt moved to accept the CAO's Report as presented.

Carried Unanimously

4.4 Resident Services Manger's Report

Vacancy Report:

-Hillcrest Lodge	30 vacancies
-Klondike Place	2 vacancies
-Golden Crest Manor	0 vacancies
-Jubilee Manor	0 vacancies
-Pembina Court Manor	4 vacancies
-JDR Manor	1 vacancy
-Barrhead CH	1 vacancy
-Swan Hills CH	3 vacancies

Bill Lane moved to accept the Resident Services Manager's Vacancy Report as presented.

Carried Unanimously

5.0 Old Business

5.1 RFD – Bank Accounts (tabled from previous meeting)

The Deputy CAO & Corporate Services Manager presented a Request for Decision regarding which institutions and the number/type of accounts that are held.

Roberta Hunt moved that the CAO and Deputy CAO should make the decision regarding the institution and accounts.

6.0 New Business

6.1 RFD – Death of Tenant Policy

A Request for Decision was presented to amend Policy Section VII -18: Death of a Resident.

Initials: Chairperson C.W. CAO 

Roberta Hunt moved to adopt the amended policy.

Carried Unanimously

6.2 RFD – Dining Room PA System

A Request for Decision was presented regarding a new and better PA system.

Don Smith moved that the CAO prepare an RFP for a new system and bring it back before the Board.

Carried Unanimously

7.0 Correspondence

For Information Only – Letter from Alberta Seniors and Housing accepting the 2023-25 Business Plan

8.0 In Camera – Board and CAO

Not Required

9.0 In Camera – Board Only

Not Required

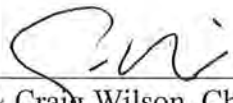
10.0 Time and Date of Next Meeting

Monday, October 24, 2022, at 1:00 p.m.

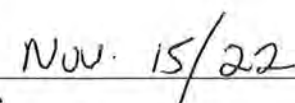
11.0 Adjournment

Roberta Hunt moved to adjourn the meeting a 10:50 a.m.

Carried Unanimously



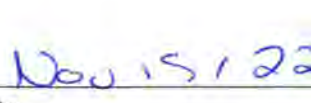
Signature: Craig Wilson, Chairperson



Date



Signature: Tyler Batdorf, CAO



Date



Barrhead Fire Services

Fire Chief's Quarterly Report 2022 - 3rd Quarter

X

2022 - 3rd Quarter Fire Services Incidents

		COUNTY			COUNTY Total	COUNTY Total 2021	TOWN			TOWN Total	Q3 TOTALS	Q3 TOTALS 2021
Incident Type	Data	JULY	AUGUST	SEPT			JULY	AUGUST	SEPT			
ALARMS RINGING	Number of Incidents	1	1	2	4	7	6	2	3	11	15	14
	Time Total	48min	46min	1hr 21min	2hr 55min	2hr 16 min	4hr 58min	48min	50min	6hr 36min	9hr 31min	
AMBULANCE ASSIST	Number of Incidents	7	5	5	17	21	11	13	17	41	58	45
	Time Total	8hr 19min	6hr 20min	5hr 21min	20hr 0min	20hr 39min	4hr 53min	7hr 21min	8hr 16min	20hr 30min	40hr 30min	
FIRE RESPONSE	Number of Incidents	2	3	6	11	3	1			1	12	4
	Time Total	4hr 7min	6hr 28min	14hr 41min	25hr 16min	12hr 2min	1hr 2min			1hr 2min	26hr 18min	
GRASS/ WILDLAND	Number of Incidents	1		2	3	7					3	7
	Time Total	2hr 10min		3hr 25min	5hr 35min	17hr 3min					5hr 35min	
OTHER (non-ABTR MVC's, Power Lines Down)	Number of Incidents	4	2	2	8		4	2	4	10	18	2
	Time Total	7hr 58min	3hr 52min	3hr 22min	15hr 12min		4hr 52min	1hr 6min	3hr 9min	9hr 7min	24hr 19min	
RESCUE	Number of Incidents											1
	Time Total											
HAZARDOUS MATERIALS	Number of Incidents											
	Time Total											
Total Count	Number of Incidents	15	11	17	43	38	22	17	24	63	106	73
		23hr 22min	17hr 26min	28hr 10min	68hr 58min		15hr 45min	9hr 15min	12hr 15min	37hr 15min		
Q#3 GRAND TOTAL Incidents											116	83
MOTOR VEH COLLISION (Alberta Transportation)	Number of Incidents	2	2	5	9	9						
	Time Total	2hr 22min	1hr 55min	14hr 35min	18hr 52min	15hr 32min						
MUTUAL AID (Missing Persons Search)	Number of Incidents	1			1	1						
	Time Total	11hr 16min			11hr 16min	19min						