

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD JULY 21, 2026

[Schedule A](#)

4.0 ACTION ITEMS:

**4.1 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 26-SUB-082
NW 30-60-3-W5 - (KENT W. ENTERPRISES LTD.)**

Administration recommends that Council approve subdivision application 25-SUB-082 to subdivide a 1.87 ha (4.62 ac) abandoned farmstead within NW 30-60-3-W5, and further that the approval is subject to the conditions presented.

[Schedule B](#)

4.2 NEERLANDIA SPORTS COMMITTEE APPLICATION FOR PROPERTY TAX EXEMPTION

Administration recommends that Council approves the tax-exempt status for the tax years 2027, 2028, and 2029 for Roll #120405007, 120406006, and 120407005 in accordance with MGA Section 362 and AR 281/1998.

[Schedule C](#)

4.3 PENALTY EXEMPT LIST

Administration recommends that Council approves the Property Tax Penalty Exempt List for the 517 tax rolls as identified.

[Schedule D](#)

4.4 2027-2031 STRATEGIC PLAN FACILITATION

Administration recommends that Council consider awarding the contract for 2027-2031 Strategic Plan Facilitation to McCarroll Consulting in the amount of \$31,200 (or plus an additional \$2,000 to attend the Budget Open House).

[Schedule E](#)

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

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

- Resolution Tracking List

[Schedule F](#)

- 2026 Admin Bldg Renovation Project Dashboard

[Schedule G](#)

- 2026 Flooding Events – Expenses & Conclusion

[Schedule H](#)

- Barrhead Detachment – Stakeholder Engagement Survey

5.2 PUBLIC WORKS REPORT (9:15 a.m.)

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

[Schedule I](#)

5.3 COUNCILLOR REPORTS

[Schedule J](#)

6.0 INFORMATION ITEMS

6.1 Letter from Minister of AEP response to County letter Re: WRRP funding for Agricultural Lands– dated July 22, 2026

[Schedule K](#)

7.0 DELEGATIONS

7.1 11:30 a.m. Fire Chief Hove – BRFS – Quarterly Report

[Schedule L](#)

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL – HELD JULY 21, 2026

Regular Meeting of the Council of the County of Barrhead No. 11 held July 21, 2026, was called to order by Reeve Munck at 9:02 a.m.

PRESENT

Reeve Erik Munck
Councillor Bill Chapman (joined at 9:12 a.m.)
Councillor Lorrie Jespersen
Councillor Chais Ellwein
Deputy Reeve Walter Preugschas
Councillor Tyson Bergsma

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

ABSENT

Councillor Ray Crisler

STAFF

Debbie Oyarzun, County Manager	Tamara Molzahn, Dir. Corporate Services
Pam Dodds, Executive Assistant	Ken Hove, Dir. Infrastructure
Dawn Fedorvich, Dir. Rural Development	Dana Butler, Supervisor of Enforcement Services

ATTENDEES

Town and Country Newspaper – Daniel Janson

RECESS

Reeve Munck recessed the meeting at 9:02 a.m.

Reeve Munck reconvened the meeting at 9:12 a.m.

Councillor Chapman and Ken Hove joined the meeting at 9:12 a.m.

APPROVAL OF AGENDA

2026-256 Moved by Councillor Ellwein that the agenda be approved as presented.

Carried Unanimously.

MINUTES OF SPECIAL MEETING HELD JUNE 30, 2026

2026-257 Moved by Deputy Reeve Preugschas that the minutes of the Regular Meeting of Council held June 30, 2026, be approved as circulated.

Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JULY 7, 2026

2026-258 Moved by Councillor Bergsma that the minutes of the Regular Meeting of Council held July 7, 2026, be approved as circulated.

Carried Unanimously.

PUBLIC WORKS REPORT

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

2026-259 Moved by Councillor Ellwein that Council accepts the Public Works report for information.

Carried Unanimously.

Ken Hove departed the meeting at 9:31 a.m.

MEADOWVIEW COMMUNITY CENTRE - COMMUNITY GRANT REQUEST

2026-260 Moved by Deputy Reeve Preugschas that Council approve the application from Meadowview Community Centre for a donation of \$2,500 under the Community Grants Policy to assist with the repair of the community centre roof and replacement windows.

Carried Unanimously.

REGULAR MEETING OF COUNCIL – HELD JULY 21, 2026

COMMUNITY PEACE OFFICER (CPO) – NEW POLICY

- 2026-261 Moved by Councillor Bergsma that Council approves Policy PS-017 CPO – Rank, Title & Change of Command Structure.

Carried Unanimously.

Dana Butler departed the meeting at 9:41a.m.

2026-2029 ASB BUSINESS PLAN

- 2026-262 Moved by Deputy Reeve Preugschas that Council adopt the 2026–2029 ASB Business Plan to provide strategic direction for the ASB Board and Agricultural Services team over the 2026–2029 term as recommended by the ASB.

Carried Unanimously.

BYLAW 6-2026 AMENDING BYLAW 6-2019 ESTABLISHMENT OF AGRICULTURAL SERVICE BOARD

- 2026-263 Moved by Deputy Reeve Preugschas that Council gives 1st reading to Bylaw 6-2026 – Amending Bylaw 6-2019 Establishment of Agricultural Service Board.

Carried Unanimously.

- 2026-264 Moved by Councillor Jespersen that Council gives 2nd reading to Bylaw 6-2026.

Carried Unanimously.

- 2026-265 Moved by Councillor Bergsma that Council considers 3rd reading for Bylaw 6-2026.

Carried Unanimously.

- 2026-266 Moved by Councillor Chapman that Council gives 3rd reading to Bylaw 6-2026 – Amending Bylaw 6-2019 Establishment of Agricultural Service Board.

Carried Unanimously.

Tamara Molzahn joined the meeting at 10:07 a.m.

RECESS

Reeve Munck recessed the meeting at 10:25 a.m.

Reeve Munck reconvened the meeting at 10:32 a.m.

2027 BUDGET SCHEDULE

- 2026-267 Moved by Councillor Bergsma that Council approves the 2027 Budget Schedule as presented.

Carried Unanimously.

Deputy Reeve Preugschas left the meeting at 10:22 a.m. and rejoined at 10:25 a.m.

PERC / DIRC FUNDING - OUTSTANDING OIL AND GAS PROPERTY TAX ACCOUNTS

- 2026-268 Moved by Deputy Reeve Preugschas that Council directs Administration to apply under the Provincial Education Requisition Credit (PERC) and the Designated Industrial Requisition Credit (DIRC) program for an estimated amount of \$22,969.78 and \$642.48, respectively which equals the outstanding uncollectable education and designated industrial property tax eligible for tax credit for 2023, 2024, and 2025 tax year.

Carried 5-1.

Councillor Chapman left the meeting at 10:42 a.m. and rejoined at 10:47 a.m.

REGULAR MEETING OF COUNCIL – HELD JULY 21, 2026

DIRECTOR OF CORPORATE SERVICES REPORT

2026-269 Moved by Councillor Jespersen to accept the following Director of Corporate Services written reports for information:

- Cash, Investments & Taxes Receivable as of June 30, 2026
- Payments Issued for the month of June 2026
- YTD Budget Report for 6 months ending June 30, 2026
- YTD Capital Recap for period ending June 30, 2026
- Elected Official Remuneration Report as of June 30, 2026

Carried Unanimously.

Tamara Molzahn departed the meeting at 10:53 a.m.

RECESS

Reeve Munck recessed the meeting at 10:53 a.m.

Reeve Munck reconvened the meeting at 11:00 a.m.

COUNTY MANAGER REPORT

County Manager, Debbie Oyarzun, reviewed the CAO tracking list and noted the additional following items:

- 2026 Thunder Lake Wildfire – Expenses & Conclusion Briefing Note
- Pond Days – Post Event Report
- 2026 Admin Bldg Renovation Project Dashboard
- July 23, 2026 – Committee of the Whole meeting
- July 30, 2026 – Policy Committee meeting
- Aug 6, 2026 – County Tour
- Update on Subdivision Appeal – County decision upheld
- Wild TV – County of Barrhead episode (72 hours to survive)
- Alberta Open Farm Days – County of Barrhead information

2026-270 Moved by Councillor Bergsma that Council accept the 2026 Thunder Lake Wildfire – Expenses & Conclusion Briefing Note for information.

Carried Unanimously.

2026-271 Moved by Councillor Bergsma to accept the County Manager's report for information.

Carried Unanimously.

COUNCILLOR REPORTS

Councillors discussed their written reports and the following was added:

- Deputy Reeve Preugschas added to his written report that FCSS will be closing the Thrift Shop on August 4, 2026 as part of the transition.
- Councillor Jespersen provided a written report and asked for an update on how the Natural Assets/Green Spaces project is progressing.
- Reeve Munck added to his written report that he has accepted a position on the LEPA board.
- Councillor Ellwein provided a written report and reminded Council of the Open House at John Deere dealership.
- Councillor Chapman did not have a written report, but mentioned his attendance at the ASB Provincial Conference.
- Councillor Bergsma provided a written report.

2026-272 Moved by Councillor Bergsma to accept Councillor written/verbal reports for information.

Carried Unanimously.

REGULAR MEETING OF COUNCIL – HELD JULY 21, 2026

INFORMATION ITEMS

- 2026-273 Moved by Councillor Bergsma to accept the following items for information:
- Letter from LSAC to Minister of Agriculture Re: AG Impacts due to Excessive Rainfall – dated July 17, 2026
 - Letter from Orphan Well Association Re: Annual Report – dated July 10, 2026
- Carried Unanimously.

ADJOURN

- 2026-274 Moved by Councillor Ellwein that the meeting adjourns at 11:59 a.m.
- Carried Unanimously.

DRAFT



REQUEST FOR DECISION

AUGUST 18, 2026

B

TO: COUNCIL

**RE: SUBDIVISION APPLICATION – NW-30-60-3-W5
(KENT W. ENTERPRISES LTD.) - MUNICIPAL PLANNING FILE NO 26-SUB-082**

ISSUE:

Application has been received proposing to subdivide a 1.87 ha (4.62 ac) abandoned farmstead within NW-30-60-3-W5.

BACKGROUND:

- Land is in the Agricultural District under Land Use Bylaw 4-2024.
- Proposed Lot 1 is a 1.87 ha (4.62 ac) abandoned farmstead that includes an unlivable house, storage shed, shop, barn and water well.
 - Existing open discharge private sewage disposal system (PSDS) will not be included in the proposed Lot 1 and the applicant indicated it will be removed.
 - Applicant indicated that the existing house was damaged by a fire and is unlivable and as of July 29, 2026, the applicant indicated the house has been demolished.
 - MPS reached out to the applicant regarding the narrow piece of farmland, and they confirmed that it will be farmable and they would like to leave it with the remainder.
- Access to Proposed Lot 1 is from Rge Rd 40 and is built to County Standards.
- Remainder lot is vacant and contains cultivated lands, treed areas, outbuildings, a dugout, an abandoned well and 2 pipeline rights-of-way.
- Proposed access to the remainder will be from Rge Rd 40 and will require a new approach at an estimated cost of \$1,345.37.
- Adjacent landowners were notified of the subdivision application on June 24, 2026, and no comments or concerns were received.
- Agency comments are captured in Municipal Planning Services (MPS) Report pg.2.

ANALYSIS:

- Alignment with Statutory Plans as follows:

Requirement	Proposed	Status
MDP – min. area of 1 ac & max. area of 5 ac for an undeveloped Country Residential parcel	4.62 ac proposed Country Residential parcel.	Meets requirements
MDP – max. 4 parcels per quarter; up to 3 Country Residential parcels	Proposed subdivision will result in a total of 2 parcels (1 Country Residential & 1 agricultural).	Meets requirements
MDP – max. 1 vacant residential parcel per quarter	Proposed subdivision will result in 1 vacant residential parcel	Meets requirements
LUB – min. area of 1.0 ac for residential use parcel; max. area of 5 ac for a vacant residential parcel	4.62 ac proposed country residential parcel.	Meets requirements

- Reserves are not due as proposed subdivision is the 1st parcel out (*MGA s.663*).
- A road widening agreement will be required and included as a condition.

Note – an appeal of Council's decision would go to the Land & Property Rights Tribunal

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

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

- That prior to endorsement of an instrument affecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead pursuant to Section 655 of the *Municipal Government Act*, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-ft wide future road widening on the western boundary of the quarter section. County's interest will be registered by caveat on title. Caveat will remain on title until such time as the road is widened.
- That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel(s) 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.
- That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the *Matters Related to Subdivision & Development Regulation*, AR 84/2022, submit to the County of Barrhead and the Subdivision Authority Officer:
 - confirmation that the dwelling on the property has been demolished and that all demolition materials have been removed from the site; and
 - certification from a Provincially accredited inspector or Alberta Land Surveyor confirming that the existing sewage disposal system on the proposed lot has been decommissioned
- That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

STRATEGIC ALIGNMENT:

Council consideration of subdivisions aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 1 Economic Growth & Diversity

Outcome *1 County increases its tax base.*

PILLAR 3 Rural Lifestyle

Outcome *3 County maintains its rural character and is recognized as a desirable location to invest, work, live and play.*

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

ADMINISTRATION RECOMMENDS THAT:

Council approves subdivision application 26-SUB-082, to subdivide a 1.87 ha (4.62 ac) abandoned farmstead within NW-30-60-3-W5, and further that the approval is subject to the conditions presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 26-SUB-082

DATE RECEIVED: June 19, 2026

DEEMED COMPLETE: June 24, 2026

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
Kent W. Enterprises Ltd. C/O Kent Wierenga

Address, Phone Number, and Fax Number
Redacted ATIA Sec. 20
Personal Information

2. Name of person authorized to act on behalf of owner (if any)
Don Wilson Surveys Ltd. C/O Cole Walker

Address, Phone Number, and Fax Number
Box 4120, Barrhead, AB T7N1A1 780-674-2287

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL ☒ PART ☐ of the NW 1/4 SEC. 30 TWP. 60 RANGE 3 WEST OF 5 MERIDIAN.

Being ALL ☐ PART ☐ of LOT BLOCK REG. PLAN NO. C.O.T. NO. 262 179 634

Area of the above parcel of land to be subdivided 1.87 hectares (4.62 acres)

Municipal address (if applicable) 60419 Rge. Rd. 40

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)
Agricultural	country Residential	AG

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	brush, shrubs, tree stands	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, Shop, Hip Roof Barn, Building, Storage Shed

Water Well. Surface Discharge to be removed-moved

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

Cole Walker For: Don Wilson Surveys Ltd.

I 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.

Redacted ATIA Sec. 20

IF TH
Sign

Personal Information

PLETE FORM 4

June 10, 2026

Date

PLAN SHOWING PROPOSED SUBDIVISION OF

N.W. 1/4 SEC.30 - TWP.60 - RGE.3 - W5M

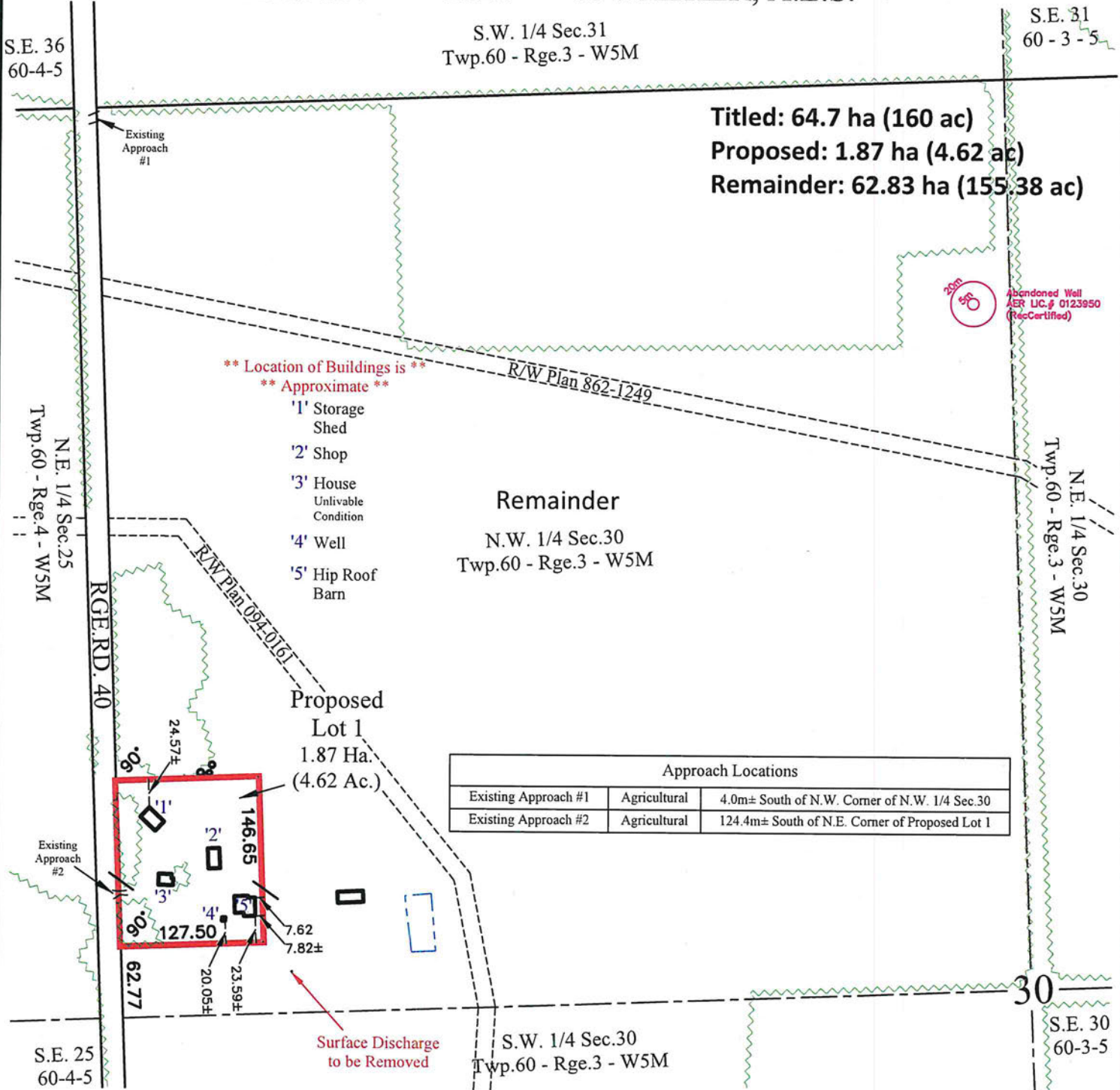
60419 RGE. RD. 40

COUNTY OF BARRHEAD No. 11

SCALE:1:5000

2026

C. WALKER, 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: - - - - -

Abandoned Well Locations with 5m buffer
 and 20m Surround shown thus: ○

Wells are plotted from Alberta Energy Regulator (AER) information

DON WILSON SURVEYS LTD.

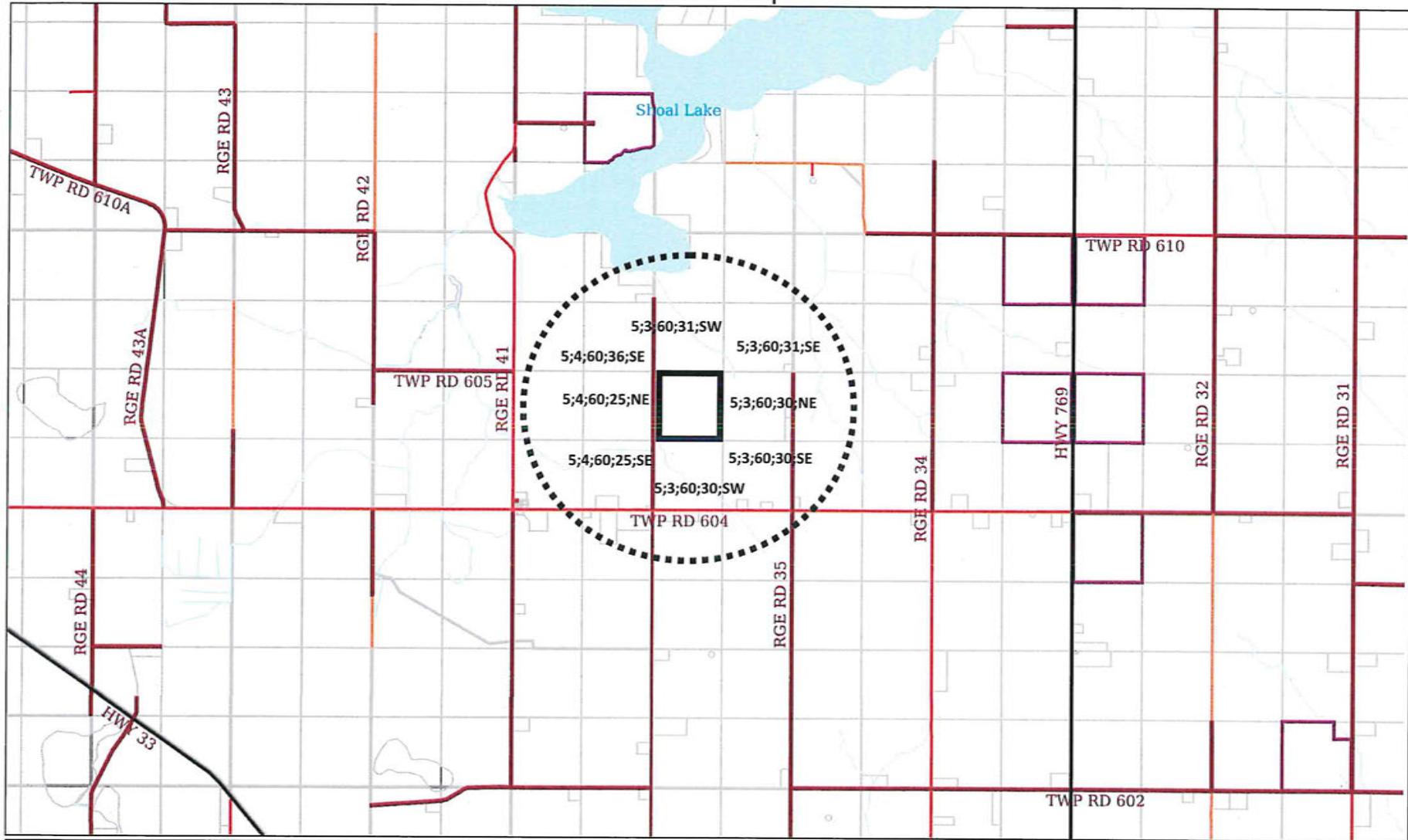
BOX 4120, BARRHEAD, ALBERTA

T7N 1A1 PHONE: (780) 674-2287

FILE: 26013

DATE: JUNE 10, 2026

Location Map

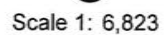


Scale 1: 63,968

1 Mi
1 Km

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Legal Description: NW 30-60-5-W5**Municipal Address: 60419 Range Road 40**



100 yd 

100 m 

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Subdivision Report FILE INFORMATION

File Number: 26-SUB-082
Municipality: County of Barrhead No. 11
Legal: NW 30-60-3-W5
Applicants: Cole Walker, Don Wilson Surveys
Owners: Kent W. Enterprises Ltd.

Date Acknowledged: June 24, 2026
Referral Date: June 24, 2026
Decision Due Date: August 23, 2026
Revised Decision Date: N/A
Date of Report: July 29, 2026

Existing Use: Agriculture
Proposed Use: Country Residential
District: Agriculture (A)
Soil Rating: 19.0%, 9.0%, 64.0% and 53.0%

Gross Area of Proposed Parcel: 1.87 ha (4.62 ac.)
Area of Remainder: 62.83 ha (155.38 ac.)
Reserve Status: Not Required (1st parcel out)

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide a 1.87 ha (4.62 ac.) abandoned farmstead in the County of Barrhead No. 11. The subject site is in the central portion of the County of Barrhead, approximately 4.0 km (2.5 miles) northeast of Highway 33 and approximately 1.3 km (0.8 miles) south of Shoal Lake. The subject site is adjacent to Range Road 40 (western boundary). Access to the proposed lot and the remainder is from Range Road 40. Access requirements can be met.

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

- flood way or flood fringe lands (as identified on the provincial Flood Hazard data);
- a highway;
- wetlands and an intermittent watercourse within the remainder identified on the Merged Wetland Inventory and ortho photo analysis; or
- an identified historic resource.

The site may be affected by:

- an abandoned well (Axiom Oil and Gas);
- pipeline or utility rights of way (Plan 094-0161 & Plan 862-1249); and
- an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas is responsible (Traditional Agricultural User & Well).

From the application, the proposed use is “country residential.”

Proposed Lot 1 is a 1.87 ha (4.62 ac) abandoned farmstead that includes an unliveable house, storage shed, shop, barn, water well. The existing open discharge PSDS will not be included in proposed Lot 1 and the applicant has indicated that it will be removed. A condition of subdivision approval will be confirmation of the removal of the system. The application indicated that the existing house was damaged by a fire and is unliveable. As of July 29, 2026, the Applicant indicated that the house has been demolished. The southern boundary of proposed Lot 1 is 62.77 m from

farmland and the Applicant/Landowner confirmed that it will be farmable and that they would like to leave it with the remainder. Access to proposed Lot 1 is from Range Road 40, any new or existing approach must be up to County standards. Proposed Lot 1 appears suitable for the proposed use (country residential).

The remainder is vacant and contains cultivated lands, treed areas, outbuildings, a dugout, an abandoned well, and 2 pipeline rights-of-way. Access to the remainder is from Range Road 40, Any new or existing approach must be up to County standards. The remainder appears suitable for the proposed use (agriculture).

The County assessment sheets show the subject quarter section as containing 3.00 acres at 19.0%, 30.00 acres at 9.0%, 97.00 acres at 64.0%, and 27.00 acres at 53.0%.

In the opinion of the planner, the proposed subdivision of an abandoned farmstead lot from the quarter section should not significantly impact the agricultural capability of the balance of the quarter section. There appear to be reasonable building sites on proposed Lot 1 and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead No. 11	• A Land Acquisition Agreement is required for Range Road 40. • Accesses and approaches are required. • Reserves are not required. • Property taxes are 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 (NE 1-61-4-W5). <i>MPS notes that there is an existing dwelling on the lot and it is outside the required setback.</i>
2. Forestry & Parks (Chris)	• No concerns.
3. EPEA (Capital Region)	• No response.
4. Water Act (Capital Region)	• No response.
5. Alberta Energy Regulator	• There is a sour gas well located within 16-25-060-04-W5 with a 100 m setback. Based on the information, this setback should not impact the proposal. • Please note, you are strongly encouraged to contact the licensee to obtain current sour gas setback level designations and to discuss land use planning at the earliest stage of development planning.
6. Canada Post (Mark)	• No response.
7. Axiom Oil & Gas	• No response.
8. Taqa North	• No response.
9. FortisAlberta	• No concerns. • No easement required. • FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services.
10. Telus Communications	• No concerns.
11. Apex Utilities	• No objections. • Please notify Utility Safety Partners at 1-800-242-3447 to arrange for "field locating" should excavations be required within the described area. • We wish to advise that 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.
12. Pembina Hills School Division	• No concerns. • No Reserves requested.

Adjacent landowners were notified on June 24, 2026. *No comments or concerns were received from adjacent landowners regarding the subdivision.*

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 country residential parcels, and a maximum of 3 country residential parcels and/or fragmented parcels within the quarter section. The proposed subdivision will result in 1 country residential parcel and 1 agricultural parcel within the quarter section for a total of 2 parcels. This is consistent with the maximum parcel density requirement per quarter section in the MDP. **Section 3.2.3(28)** indicates that the normal minimum area for a vacant residential use parcel is 0.40 ha (1.0 ac) and the normal maximum area is 2.02 ha (5.0 ac). The proposed lot is 1.87 ha (4.62 ac) and does not exceed the maximum area. **Section 3.2.3(29)** indicates that a maximum of 1 vacant residential parcel will be allowed per quarter section. The proposed subdivision will create 1 vacant parcel within the quarter section. **Therefore, the proposed subdivision conforms to the County’s Municipal Development Plan.**

The subject site is in the Agricultural (A) District in the County of Barrhead *Land Use Bylaw 4-2024* (LUB). Single detached dwellings are allowed. The minimum parcel area for a residential use parcel is 0.4 ha (1.0 ac.). The maximum parcel area for a farmstead separation is normally 6.1 ha (15.0 ac.). The proposed Lot is 1.87 ha (4.62 ac) and is consistent with this regulation. **Therefore, the proposed 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
- 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 indicates the Subdivision Authority’s indication and satisfies the Regulation in this regard.

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

RESERVES

The proposed subdivision will be the first country residential use parcel within the quarter section and the first parcel out. In the opinion of the planner, part of section 663 of the *Municipal Government Act* applies to the proposed and Reserves are not due.

APPEAL BOARD

The subject site is not in the Green Area and is not within the setback distance to a landfill or wastewater treatment facility.

MPS notes that the site is not within the prescribed distance of a highway and determination of the appeal board is not affected by s. 678(2)(a)(i)(B).

MPS notes that the Energy Resources Conservation Board (ERCB) and the Alberta Energy and Utilities Board (AEUB) are now the Alberta Energy Regulator (AER). The site does contain facilities with AER license and determination of the appeal board is affected by s. 678(2)(a)(i)(C) of the *Act*. MPS notes we are unable to determine if the subject site is affected by s. 678(2)(a)(i)(C) of the *Act* with respect to AUC approvals.

MPS viewed the Authorization Viewer and notes that there is an approval, license or registration issued under an act for which the Minister of Environment & Protected Areas and/or Forestry & Parks is responsible. Determination of the appeal board is affected by s. 678(2)(a)(i)(D) of the *Act*.

The subject site contains wetlands, contains facilities with AER licenses, and contains an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas and/or Forestry & Parks is responsible, therefore, in our opinion, appeal of the decision is to the Land and Property Rights Tribunal.

4. SUMMARY

The proposed subdivision is for country residential use, and conforms 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. LAA
2. Accesses & Approaches
3. Demo and PSDS Removal
4. 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 affecting 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*, 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 effecting this plan, approaches, including culverts and crossings to the proposed parcel(s) 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 affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority Officer:
 - a. confirmation that the dwelling on the property has been demolished and that all demolition materials have been removed from the site; and
 - b. certification from a Provincially accredited inspector or Alberta Land Surveyor confirming that the existing sewage disposal system on the proposed lot has been decommissioned.
4. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

NOTES FOR INFORMATION PURPOSES ONLY: (These are not conditions of approval)

1. To expedite consideration of the final approval and endorsement of this proposal, a letter from the County of Barrhead No. 11 indicating that Conditions #1, #2, #3, & #4, above have been satisfied should accompany any request for final approval or endorsement.
2. The subdivision is being approved because the land that is proposed to be subdivided is, in the opinion of the Subdivision Authority, suitable for the purpose for which the subdivision is intended, and the proposal is considered by the Subdivision Authority to conform to the provisions of the municipality's Municipal Development Plan and Land Use Bylaw. The Subdivision Authority has not verified the availability of water on-site or the suitability of the soils on the site for sewage disposal; however, trucking services for such are available in the region. The matters listed in Section 9 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022 and any submission made by adjacent property owners were considered with care.
3. All new and existing private sewage disposal systems must meet the requirements of the *Private Sewage Disposal Regulation*, AR 229/1997. In this regard, please contact an accredited private sewage inspector or the County's Safety Codes Officer before any sewage system is either constructed or altered. Alternatively, the owner/developer may provide the County of Barrhead No. 11 with a variance to this requirement from the municipality's Safety Codes Officer.
4. To avoid unnecessary complications, you are advised that no site work to affect your proposal should be commenced prior to endorsement of a registrable instrument by this office and/or without prior consultation with the County of Barrhead No. 11 as to its requirements regarding such development.
5. FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services.
6. The Alberta Energy Regulator advises that you are strongly encouraged to contact the licensee to obtain current sour gas setback level designations and to discuss land use planning at the earliest stage of development planning.

7. Please notify Utility Safety Partners at (800) 242-3447 to arrange for field locating should excavations be required within the described area. It is the landowner's responsibility to ensure they contact Utility Safety Partners to ensure no facilities are disrupted.
8. In accordance with section 657 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, this decision is valid for one (1) year. If you are unable to complete your subdivision approval prior to the end of the one-year period, contact our office before your file expires to begin the extension request process. The extension request and fee (\$350 + GST) must be received before the file expires. **Once a file has expired, an extension request will not be processed, and a new subdivision application will be required.**
9. The following information is provided as required by Section 656(2)(a) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended. Any appeal of this decision lies to the Land and Property Rights Tribunal, whose address is 2nd Floor, Summerside Business Centre, 1229 - 91 Street SW, Edmonton, Alberta, T6X 1E9 (phone 780-427-2444). Appeals must be submitted by email to LPRT.appeals@gov.ab.ca. Additional information regarding the appeal process is available at: <https://www.alberta.ca/subdivision-appeals>.
10. Please advise your surveyor that the Subdivision Authority for the County of Barrhead is "the Council of the County of Barrhead No. 11".



REQUEST FOR DECISION

AUGUST 18, 2026

C

TO: COUNCIL

RE: NEERLANDIA SPORTS COMMITTEE APPLICATION FOR PROPERTY TAX EXEMPTION

ISSUE:

Neerlandia Sports Committee has applied for property tax exemption for the 2027 - 2029 taxation years for roll #120405007, 120406006, and 120407005.

BACKGROUND:

- Non-profit Tax Exemption MLA Review Committee in 1997 established a set of principles and a process that could be applied to situations requiring consideration for property tax exemption that involved 'non-profit' organizations. These principles were:
 - advancement of 'public benefit', in terms of charitable and benevolent purposes, community games, sports, athletics, recreation, and educational purposes;
 - recognition of the 'volunteer contribution and fund-raising component' that most often characterizes 'not for profit' status organizations;
 - advancement of youth programs and community care for the disadvantaged; and,
 - appropriate access to non-profit facilities and programs.
- Community Organization Property Tax Exemption Regulation (AR 281/98) and the *Municipal Government Act (MGA)* provide guidance on considering exemptions.
- Municipal Affairs has also published a document "Property Tax Exemptions in Alberta" to guide municipalities in applying exemption criteria and for non-profits in seeking exemptions.
- Non-Profit Organizations deemed charitable and benevolent are exempt as long as they meet certain requirements under Section 362 of *MGA* and Parts 1 and 3 of *AR 281/1998*.
- A municipality may waive the annual application requirement (*AR 281/1998 17(1)*), to a maximum of 3 consecutive tax years (*AR 281/1998 17(3)*).

ANALYSIS:

- Neerlandia Sports Committee took title on March 15, 2018 to 3 parcels Lot E, F, G, Block 4, Plan 3332MC "the property":
 - Lot E, Block 4 Plan 3332MC: Roll #120405007
 - Lot F, Block 4 Plan 3332MC: Roll #120406006
 - Lot G, Block 4 Plan 3332MC: Roll #120407005
- In 2018, Council cancelled taxes for the portion of the year the Neerlandia Sports Committee had title to the parcels. Thereafter, Council has approved its tax-exempt status as follows:
 - 2019, 2020 – annual exemption
 - 2021-2023; 2024-2026 – three-year exemptions

- Exemption is available under the following circumstances:

Requirement	Legislative Reference	Meets Requirement?
Apply by deadline		Yes
Property must be owned or leased and operated by a non-profit organization	s.15(k) AR 281/1998	Yes
Facility must be used 60% of the time that the facility is in use for a charitable and benevolent purpose that benefits the general public in the community where the facility is located	s.4(2), 15(k)(i) AR 281/1998	Yes
Resources must be devoted chiefly to the charitable or benevolent purposes for which the facility is used	s.15(k)(ii) AR 281/1998	Yes
Property must be unrestricted a minimum of 70% of the time that it is used	s.16(2) AR 281/1998	Yes
Property must not be restricted based on race, culture, ethnic origin, religious belief, property ownership, unreasonable fees or other membership requirements Note: If participation in certain activities is limited because of safety, liability or legal reasons, this does not make the property restricted.	s.7 AR 281/1998	Yes

STRATEGIC ALIGNMENT:

Council's review of the request from Neerlandia Sports Committee for tax exempt status under the Community Organization Property Tax Exemption Regulation aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	4 Governance & Leadership
Outcome	<i>4 Council is transparent & accountable.</i>
Goal	4.2 County demonstrates open & accountable government.
Strategy	4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council approves the tax-exempt status for the tax years 2027, 2028, and 2029 for Roll #120405007, 120406006, and 120407005 in accordance with *MGA Section 362* and AR 281/1998.



REQUEST FOR DECISION

AUGUST 18, 2026

D

TO: COUNCIL

RE: PROPERTY TAX PENALTY EXEMPT LIST

ISSUE:

Council is required to review and approve the list of properties within the County of Barrhead that would be exempt from paying penalties on property taxes.

BACKGROUND:

- Certain properties within the County of Barrhead are exempt from property tax penalties:
 - Government of Alberta (GOA) does not pay penalties on grants in place of taxes (GIPOT) owing to municipalities.
 - Bylaw 3-2019, Property Tax Instalment Payment Plan (TIPP) states:
 - 5.4: No penalties shall be imposed with respect to the outstanding balance of taxes for the current year as long as the Tax Instalment Plan remains in good standing.
 - 5.5: Penalties shall be imposed on the outstanding balance of tax arrears as per the current Tax Penalty Bylaw.
 - County of Barrhead properties would also be considered exempt from property tax penalties.

ANALYSIS:

- Property Tax Penalty Exempt List – includes tax rolls owned by the County, the Province or the Federal Government, and those property owners on TIPP and in good standing.

Name	# of Rolls
Alberta Municipal Affairs	84
Alberta Environment & Parks	7
His Majesty the King	1
Moved to Forfeited Land (County of Barrhead)	2
County of Barrhead	2
Property Tax Owners on TIPP – see below	421
2026 Total # Tax Rolls	517

- Administration reviewed and confirmed all property tax accounts that are on TIPP are in good standing (as of August 12, 2026).
 - Of the 421 properties that are on TIPP, there are 42 accounts (prior year – 2 accounts) that are paying prior year taxes along with current year taxes. Penalties will apply to tax arrears but not to current year taxes.
 - If any property tax accounts on TIPP are not in good standing at penalty dates, penalties will apply.
- There are other tax rolls belonging to municipal, provincial and federal governments that are not included in the penalty exempt list as the assessment is already exempt from taxation.

STRATEGIC ALIGNMENT:

Continual monitoring and review of property taxes and the application of penalties where appropriate align with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

Strategy 4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council approves the Property Tax Penalty Exempt List for the 517 tax rolls as identified.



REQUEST FOR DECISION

AUGUST 18, 2026

E

TO: COUNCIL

RE: 2027-2031 STRATEGIC PLAN FACILITATION

ISSUE:

Proposals submitted for facilitation and development of a new County 2027-2031 Strategic Plan exceeded budget and require Council approval to award the work.

BACKGROUND:

- July 23, 2026 - RFP for Strategic Plan Consulting Services was issued (see attached)
- Evaluation criteria outlined in the RFP included:

Evaluation Criteria	Weight
Relevant experience & qualifications of assigned consultants with municipal government & strategic planning	20
Understanding of County's needs & scope of work	15
Proposed approach & methodology	20
Realistic workplan including timeline	20
Overall cost-effectiveness & value	15
References from comparable projects	10

ANALYSIS:

- 6 responses were received, although only 5 were deemed complete.
- Submitted proposals were reviewed for completeness and to ensure that the provided specifications were met. Summary is presented below.

Proponent	Score/100	Cost	Comments
McCarroll Consulting	95	\$31,200 (+\$2,000 to attend Budget Open House)	• Multiple rural references • 20 yrs experience in municipal gov. before consulting • Identifies new Council and importance of engagement to align Councils vision & priorities with clear direction for admin to implement • Core principles – coherent strategy, connected culture, courageous transformation to achieve a clear, actionable and measurable plan aligned to Council's priorities. • Project Initiation; Council & Admin Input - conduct virtual workshop (intro to strategic planning & overview of planning process), survey or individual interviews to gather initial

			input; Public Engagement (strategic priorities, Budget Open House); Strategic Planning Retreat - 1.5-2 day facilitated session (incl scan); Strategic Plan Development - 2 rounds of feedback/refinement; Finalize Plan & Communications Plan - present to Council), communications plan to ensure buy-in & alignment
Strategic Steps	84	\$35,800 (+\$5,000 to attend Budget Open House)	• Example plans are high-level • Identifies alignment of new Council & Admin; seeking a practical actionable, measurable framework that guides decision-making, supports accountability • Project lead consultant for 5 yrs • Project Initiation & Discovery - Document review, environmental scan/SWOT; Stakeholder & Community Engagement - internal engagement, public engagement (Budget Open House); Strategic Planning & Priority Setting - 1.5 day facilitated session, validation & refinement; Strat Plan Development; Validation & Refinement - present draft plan to Council; Final Strat Plan & Council Presentation - support communication.
Improve Consulting Group Inc	83	\$25,725 + \$3,750 expenses	• Completed COB compensation review; Misty Ridge Ski Hill Strat Plan • Board experience, limited municipal • 26 yrs consulting • Identifies new Council and need for engaging • Plan is a working governance tool with a focus on priorities & decision-making • Project Initiation; Current State Assessment & Pre-Engagement (survey that feeds into a preliminary SWOT); Session 1 – strat plan orientation, confirm vision, mission, values, ID strategic priorities; Public Engagement – Budget Open House; Session 2 – review engagement summary, confirm strategic pillars, develop objective, outcomes, KPIs, targets, prelim prioritization; DRAFT Plan, structured review, feedback cycle; Final Plan

			presented to Council for approval, incl comms plan support
Sage Analytics	62	\$57,000 + \$11,000 for implementation framework	- Heavy focus on public engagement vs identifying new Council engagement. Project Initiation & Planning; Research & Document Review; Visioning Workshop – pre-workshop survey, 2.5 days visioning workshop incl SWOT, ID strat priorities; DRAFT Strat Plan – present to Council; Stakeholder Engagement – up to 2 Open houses, online survey; Final Strat Plan – refine DRAFT, present to Council; Implementation Framework – realize the strategic priorities
Transitional Solutions	57	\$14,500 + expenses	- Limited info on facilitation method; plans are more tactical than strategic Prelim SWOT & Key Priorities Survey – SWOT; Strat Planning Workshop - 1 day workshop; Public Engagement – Budget Open House; Strat Plan Dev & Presentation to Council – validate through review & feedback cycle, present final Plan to Council - Municipal references from 2019-2022 - Project team is focused on emergency management

McCarroll Consulting had the highest score of 95. Although ranking of Proponents Across Evaluation Criteria (1-5, with 1 being the top ranked & 5 being the lowest ranked) ends up with the same results, ranking helps to identify how each proponent scored compared to the others across all evaluation criteria. Lowest score has the most 1st place rankings.

Evaluation Criteria	McCarroll Consulting	Strategic Steps Inc	Improve Consulting Group Inc	Sage Analytics	Transitional Solution Inc
Relevant Experience/20	1	2	5	3	4
Understanding of Needs & Scope/15	1	2	3	4	5
Proposed Approach & Methodology/20	1	3	2	4	5
Realistic Workplan/20	1	3	2	4	5
Cost & Value/15	3	4	1	5	2
References/10	1	2	4	3	5
Total (lowest is the best ranked)	8	16	17	23	26

- Proposals were evaluated based on multiple criteria including cost, however, the RFP outlined that the project would not necessarily be awarded to the lowest cost which was further demonstrated by the lower weighting assigned to this criteria.
 - With respect to Strategic Planning – experience of the consultant, methodology and workplan are critical to success.
 - As the 2027-2031 Strategic Plan will set the direction for the next 5 years, it is important for Council to have the opportunity to capture their strategic priorities through a robust process led by an experienced facilitator.
- 2027 Budget Calendar may need to be adjusted slightly once a facilitator is awarded and a workplan approved.
- 2026 Operating Budget includes \$5,000 for a refresh of the County Strategic Plan. However, with a significant change to Council as a result of the 2026 Election, a new Strategic Plan should be considered. Developing a new Strategic Plan requires additional time and effort to ensure that the new Strategic Plan accurately reflects the direction of Council as a whole.
 - At this time, Administration can confirm that the Compensation Review Project (Elected Officials & Administration) came in \$5,000 under budget (Council & Legislative 11-00-00; Administration 12-00-00 costing centers)
 - Any further shortfall in funding for the 2027-2031 Strategic Plan could come from accumulated surplus at year-end.

STRATEGIC ALIGNMENT:

Council consideration of awarding the contract for Strategic Planning Facilitation aligns with the 2022-2026 Strategic Plan as follows:

PILLAR	4 Governance & Leadership
<i>Outcome</i>	<i>4 Council is transparent & accountable.</i>
Goal	4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council consider awarding the contract for 2027-2031 Strategic Plan Facilitation to McCarroll Consulting in the amount of \$31,200 (or plus an additional \$2,000 to attend the Budget Open House).



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REQUEST FOR PROPOSAL (RFP): STRATEGIC PLAN CONSULTING SERVICES

Issued By: County of Barrhead No.11

Date Issued: July 23, 2026

Proposal Deadline: August 6, 2026

Strategic Planning – Request for Proposal

1. Opportunity

County of Barrhead is seeking a qualified consultant to lead the development of a new 2027-2031 Strategic Plan. The successful proponent will lead a comprehensive planning process that engages Council, Administration, and stakeholders to confirm the Vision, Mission and Values of the organization, identify strategic priorities and develop a clear path for the future with actionable, measurable outcomes. Consultant's experience working with municipal government will be key to ensuring a robust process.

2. Background

County of Barrhead's current Strategic Plan was developed for 2022-2026 and was intended to overlap and allow time for a new Council to transition into their role. Strategic Plan is used by Administration to ensure alignment of operational activities with Council priorities. All Request for Decisions (RFD) brought before Council are matched back to the Strategic Plan.

2025 Elections resulted in significant turnover of elected officials with only 1/7 returning to Council. Senior Administration consists of CAO, Director of Corporate Services, Director of Rural Development, Director of Infrastructure, and Public Works Manager.

3. Project Overview & Objectives

Successful proponent will facilitate the development of a comprehensive and actionable 5-year Strategic Plan (2027-2031).

Plan must:

- Establish 3-5 clear, high-impact strategic priorities (pillars)
- Support governance oversight and organizational accountability

- Provide a practical implementation roadmap
- Define measurable, time-bound objectives and KPIs

4. Key Objectives

Successful proponent will:

- Review and confirm (or refine) the Vision, Mission, and Core Values
- Conduct an assessment of current state of the County, such as a SWOT or similar type of assessment as appropriate.
- Facilitate strategic planning sessions with Council and Senior Administration
- Engage public to obtain insight and help inform development of Strategic Plan
 - Public opportunity for engagement is currently tied to the 2027 Budget Open House on August 26 & 27 and Budget Online Survey. Other opportunities may be considered.
- Develop a Strategic Plan that outlines clear strategies, action plans, timelines and performance metrics to achieve strategic goals
- Provide guidance and support in communicating the Strategic Plan to internal and external stakeholders to ensure buy-in and alignment
- Offer expertise and best practices in Strategic Planning to ensure the plan is practical, actionable and sustainable.

5. Scope of Work (Deliverables)

Project will require some flexibility to accommodate Council and staff availability.

Consultant is expected to provide expertise in strategic planning, facilitation, engagement and understand municipal governance

1. Project Initiation

- Initial kickoff meeting with CAO to confirm workplan and timeline
- Review current Strategic Plan, and organizational context

2. Project Plan

- Provide a detailed workplan and timeline

3. Engagement Summary Report

- Summary of input from all stakeholders
- Key themes and findings
- Alignment *analysis between Council, Senior Administration & Public*

4. Strategic Plan (2027-2031) – DRAFT

- Incorporate input received to develop draft Strategic Plan
- Validate *through review & feedback process*

5. Strategic Plan (2027-2031) - FINAL

- Executive Summary
- Strategic Pillars & Objectives/Outcomes
- Implementation supported through clear goals & performance measures
- Presentation to Council (no later than December 15, 2026)

6. Consulting Firm Qualifications

It is expected that the proponent will have:

- Experience in municipal strategic planning, preferably in a rural community.
- Demonstrated ability to facilitate strategic planning workshops with both elected officials and administration in attendance.
- Knowledge of best practices in governance, strategic planning and municipal operations.
- Capacity to deliver on a workplan that is practical and actionable within the timelines of this RFP.

7. Submission Requirements

Proposals must include the following:

- Company profile and qualifications
- Key personnel biographies and role
- Proposed approach and methodology
- Proposed work plan with timeline
- Cost proposal including fees and expenses, with a detailed breakdown by task (to support ease of refining workplan to fit budget)
- References from comparable projects (minimum of 2)

8. Evaluation Criteria

Proposals will be evaluated based on the following weighted criteria:

Evaluation Criteria	Weight
Relevant experience & qualifications of assigned consultants with municipal government & strategic planning	20
Understanding of County's needs & scope of work	15
Proposed approach & methodology	20
Realistic workplan including timeline	20
Overall cost-effectiveness & value	15
References from comparable projects	10
Total	100

Note: Any value-added items are to be clearly identified to allow for ease of consideration with respect to feasibility and budget.

9. Project Timeline

Date	Item
July 23, 2026	RFP Release Date
August 6, 2026	Proposal Submission Deadline
August 10, 2026	Consultant Selection & Notification
Week of August 10, 2026 Week of August 24-28 (desired)	Project Start Date – Kickoff Mtg Initial Strat Planning Session with Council & Snr. Admin
TBD	All other tasks in the workplan to align with 2027 Budget Cycle
December 2026 (Council approval no later than December 15, 2026)	Completion of FINAL Strategic Plan

Schedule is flexible to some extent, with more later in the timeline. Completion of FINAL Strategic Plan can be sooner if deliverable has been achieved.

10. Terms & Conditions:

- County reserves the right to amend this RFP
- County reserves the right to accept or reject any or all proposals
- All costs incurred in developing a proposal are the respondent's responsibility
- All documents and deliverables created during this project shall become the property of the County
- Consultant agrees to maintain confidentiality regarding all information shared during this project.

11. Submission Deadline & Contact Information

Proposals can be submitted electronically via email to Debbie Oyarzun, CAO at doyarzun@countybarrhead.ab.ca by 4:30 pm on August 6, 2026. In the Subject Line of your email include – “RFP – Strategic Plan Consulting Services”.

For inquiries, also contact Debbie Oyarzun, CAO at doyarzun@countybarrhead.ab.ca



presented to Council on August 18, 2026
(items shaded have changed since last meeting)

F

2026 COUNCIL RESOLUTION TRACKING LIST
(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2026-270	Accepted 2026 Thunder Lake Wildfire – Expenses & Conclusion briefing note for information.	CAO	Information now available	Complete Jul 21/26
2026-268	Apply under PERC & DIRC program for outstanding oil and gas property tax accounts	CS/CAO	Awaiting signature	Underway
2026-267	Approved 2027 Budget Schedule	CS/CAO	Planning & scheduling mtgs will be based on this schedule	Complete Jul 21/26
2026-266	Approved Bylaw 6-2026 – Amending Bylaw 6-2019 Establishment of Agricultural Service Board.	EA/RD	Signing complete, updated in Mfiles; Awaiting signatures	Complete Jul 31/26
2026-262	Adopted 2026–2029 ASB Business Plan	RD/CAO		Complete Jul 21/26
2026-261	Approved policy PS-017 CPO – Rank, Title & Change of Command Structure.	EA/CPO/CAO	Policy updated and sent to Peace Officer program	Complete Jul 22/26
2026-253-54	Gave 3rd reading further amending Bylaw 2-2026, amending Bylaw 4-2024 to add “Data Processing Facility” as a Discretionary Use in Section 12. Agricultural Land Use District (AG)	EA/CAO	Signing complete, updated in Mfiles; Awaiting signatures	Complete Jul 21/26
2026-251	Bring back information on increasing hours of service to the Dunstable Transfer Station.	PW/CAO		Underway
2026-249	Schedule a Special Meeting of Council to discuss community outreach opportunities.	CAO	Special mtg Jul 31/26; Reviewing elected official availability	Complete Jul 31/26
2026-239-41	Approved amended CPO Policies PS-006, PS-008, PS-010	EA/CPO/CAO	Policies updated,submitted to GOA	Complete Jul 22/26
2026-233	Reeve to call another special meeting to complete 2025 CAO Performance Review & set 2026 Priorities	CAO	Special mtg Jul 31/26; Reviewing elected official availability	Complete Jul 31/26
2026-222	Approved JUPA with PHSD	CAO	Contract finalized; Notified PHSD Jun 17/26; awaiting signatures	Complete Jul 27/26
2026-210	Awarded contract for Ft Assiniboine gravel crush to 2128222 AB Ltd. O/A Paragon Custom Crushing, for a total cost of \$1,547,350.	PW/CAO	Signing complete; Awaiting signatures	Complete Jul 22/26

2026-201	Directed Admin to explore options for common branding of Councillor clothing to support promotion of County.	CAO	Staff have started compiling options for Council consideration	Underway
2026-181	Directed Administration to invite the Lac Ste. Anne Métis District representatives to a future Council meeting.	EA/CAO	Email sent requesting delegation to Council; Elected official requested not August	Underway
2026-144	Approved purchasing 1 Caterpillar motor grader from Finning (\$568K) & trade-in unit #207 2021 JD grader (\$221K); purchasing 2 John Deere motor graders from Brandt (\$571K each) & trading in unit #206 2022 JD grader (\$215K), unit #212 2021 JD grader (\$225K)	PW/CAO	Distributor's notified	Underway
2026-080	Include in Dev Agreement for DP 05-2026 that County would build road and make intersection improvements as discussed, and developer would be charged 90% of road builders rates as per County Rates & Fees Bylaw.	DEV/PW	Negotiation of DA underway as authorized by Council	Underway
2026-072	Tabled discussion on Communities in Bloom Participation until a future meeting and to bring forward budget request.	RD/CAO	Obtained 2026 Tour schedule Jul 17/26	Underway
2026-020	Administration to bring a report to Council on snow clearing programs & options for County to support seniors.	PW/CAO	Conducted research on rural municipalites in Pembina Zone (13), prep report to Council Mar/26	Underway
2025-228	Directed Admin to proceed with prelim geo-technical and develop work plan re partnership project with LSAC.	PW/CAO	Call sched w new LSAC CAO - Feb 2/26; Discussed during budget wrkshp in Nov; LSAC project lead contacted Sep 22/25, Oct 8/25, LSAC advised on July 25/25	Underway
2025-190	Engage legal counsel to explore options for alternative access to SE 26-59-06-W5	CAO	Legal counsel has been engaged, file review underway	Underway
2025-189	Directed Policy Committee to review Policy 32.04 Road Construction Standards.	PW/CAO	Admin has started the review of Policy 32.04 & associated policies	Underway
2024-449	Bring back options/recommendations on use of sand/salt on County roads in Thunder Lake.	PW/CAO	Draft report submitted to CAO for review; Preliminary discussions with staff	Underway
2024-225	In next LUB review, discuss definition of "Agriculture, Small Scale Operation" and provide examples	CAO/DEV	Topic added to the list of proposed changes and areas for clarification	Underway

2024-062	Council approved signing the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).	EA/DEV	Submitted to Land Titles for Registration; Approval received and sent to surveyor to finalize road plan; Alberta Transportation contacted for permission to close portion of road plan	Underway
2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Update provided to Council during Jul 23/26 COW; Revisions made & resent to pit owner; Letter of Intent sent to pit owner; Discussion with owner to confirm specifications, letter drafted; Gravel pit owner notified verbally of County's intent	Underway
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Manola project approved, to be incorporated into report upon completion; Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-245	Policy for Special Events	CAO/Dev	Admin completed final review of draft bylaw Mar 9/26; Hiring of CPO, Director Rural Development, & new D.O. has moved this bylaw forward and will come to Council in early 2026; Discussion with Council at Dec 5/24 Committee of Whole; Reviewing policies from neighbouring municipalities	Underway
2026-260	Approved the application from Meadowview Community Centre for a donation of \$2,500 under the Community Grants Policy	EA/CAO	Applicant notified of Council decision and cheque issued	Complete Jul 17/26
2026-247	County Council meetings to be held in the Pembina Hills Boardroom starting July 21, 2026, until end of Oct 2026 during renovations	COMM/CAO	Boardroom booked	Complete Jul 7/26
2026-243	Arrange for YRL representatives to attend a future Council meeting	EA/CAO	Scheduled for Sept 1 Council	Complete Jul 17/26
2026-242	Agreed to amendment to YRL master agreement to increase levy effective Jan 1/27	CS	YRL Notified	Complete Jul 10/26
2026-223	Approved contract Premier Fire & Flood Restoration Inc. for Bldg Renos for \$658,800.19 plus GST; 10% contingency of \$65,880 if required.	CAO	Fully executed	Complete Jul 6/26
2026-211	Approved contract with Volker Stevin Highways for BF 77644 for \$99,435.00 including site occupancy and GST.	PW/CAO	Contract finalized	Complete Jul 14/26

2026-225	Accepted 2026 Spring Enforcement Services report for info	CPO/Comm	Posted to website	Complete Jun 18/26
2026-221	Approved proceeding with current County Admin Bldg renovations and reject proposal from CW	CAO	Notified C&W of Council decision; initiated short-term lease vs. purchase	Complete Jun 17/26
2026-218	Accepted 2025 ASB Business Plan Status Report (as per ASB Act)	RD	Report included in pkg to GOA	Complete Jun 17/26
2026-215	Proclaimed June 27th as PTSD Awareness Day	COMM/EA	Posted in office and on website	Complete Jun 16/26
2026-205	Authorized CAO to offer financial assistance to Town of Barrhead for contract services up to \$13K to support transition of FCSS programs and services to municipality	CAO	CAO advised Town CAO of Council decision on Jun 2/26	Complete Jun 2/26
2026-200	Authorized signing letter of support re: request from ALUS regarding Provincial Cancellation of Watershed Resiliency & Restoration Program (WRRP).	EA/CAO	Letter signed and emailed; Drafted for signature	Complete Jun 17/26
2026-199	Authorized signing letter of support re: request from Woodlands County for West Coast Oil Pipeline Project.	EA/CAO	Letter submitted to Woodlands County	Complete Jun 4/26
2026-196	Approved Policy HR-001 - Elected Officials Remuneration Policy amendment	EA/CAO	Updated in Mfiles and website	Complete Jun 3/26
2026-195	Approved Natural Assets Project Public Engagement Plan	RD	Staff advised of approval to proceed with public engagement on this project	Complete Jun 2/26
2026-194	Approved 2025 County Annual Report	CS/CAO	Posted to website	Complete Jun 4/26
2026-193	Appointed additional Certified Panelist for CRASC	EA/CAO	CRASC notified	Complete Jun 2/26
2026-191	Approved contract with Saddle Valley Ventures for Culvert replacement for BF 74972 & 76144 for \$613,420.50 including site occupancy	PW/CAO	Contract finalized	Complete Jul 3/26
2026-190	Approved signing landowner agreements for Road Construction project # 26-440	PW/CAO	Agreement signed	Complete Jun 3/26
2026-184,224	Directed Administration to bring back 2nd reading on Land Use Bylaw No. 2-2026 to Council with amendments as discussed.	DO/CAO	Presented to Council on June 16, 2026 for further consideration.	Complete Jun 16/26

2026-183	Directed Administration to work with Council to draft a response to the delegate's concerns by mid-June.	CAO	Response reviewed with Council & sent to delegate	Complete Jun 15/26
2026-177	Set Nov 18 at 2:00pm for Public Auction and CAO to be auctioneer	CAO	Date updated on website	Complete May 21/26
2026-176	Received the request for sponsorship from Borealis Acres Shires for information.	RD	Applicant notified of Council decision	Complete May 19/26
2026-175	Proclaimed May 25 – 29, 2026, as Alberta Rural Health Week.	EA/COMM	Proclamation posted in office and on website	Complete May 20/26
2026-173	Approved contract with Stuber's Cat Service for 2026 Road Rehabilitation (Shoulder Pull) program for a cost of \$162,000 for 13.5 miles	PW/CAO	Contract Signed	Complete May 21/26
2026-172	Approved signing landowner agreements for Road Construction project # 26-740	PW/CAO	Agreement signed	Complete May 19/26
2026-171	Approved signing landowner agreements for Road Construction project # 26-340	PW/CAO	Agreement signed	Complete May 19/26
2026-160	Approved Bylaw 5-2026 Records Management	EA/CAO	Signed and Posted to website	Complete May 6/26
2026-155	Proclaimed May 4-9, 2026, as Safety & Health Week in the County of Barrhead.	EA/COMM	Proclamation posted in office and on website	Complete May 5/26
2026-153	Approved the purchase of herbicide from Advantage VM in the amount of \$112,435.75 to conduct the 2026 spray program.	AG	Herbicide ordered	Complete May 5/26
2026-150-152	Appointment of Weed & Pest Inspectors	AG/CAO	Identification issued	Complete May 13/26
2026-149	Accepted history of additional landfill lands and correspondence from Mr. Sutherland for information	CAO	Priority work completed (May 22/26), Council updated on est. total cost of project (May 19/26); Council accepted for info; site inspected - immediate concern re integrity of perimeter to be completed in 2026, with total project cost exceeding general fencing budget to be discussed during budget wkshops (incl discussion with Town)	Complete May 19/26
2026-147	Approve contract with Marshall Lines 2014 for 2026 Crack Sealing Program on County roadways and the airport for a total cost of \$112,145	PW/CAO	Contract signed; Contractor notified	Complete May 6/26
2026-146	Approved signing landowner agreements for Culvert replacement BF 74972	PW/CAO	Agreement signed	Complete May 6/26

2026-145	Approved signing landowner agreement for Culvert replacement BF 76144	PW/CAO	Agreement signed	Complete May 6/26
2026-140	Supported FCSS Board's request as discussed in-camera	CAO	FCSS partners advised of decision, preliminary mtg held to discuss transition (more work will be required to support the transition)	Complete Apr 23/26
2026-136,154	Directed Admin to bring back Hemmerling Fire Invoice at next Council meeting	EA/CAO	Landowner phoned May 6/26 w follow up letter sent May 12; Council let their motion stand with no reduction for 25-332-CFR; Scheduled for May 5/26 mtg	Complete May 12/26
2026-133	Adopted 2025 Property Tax Bylaw 3-2026	CS/EA	Posted to website	Complete Apr 23/26
2026-129	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/COMM	Posted to website April 22, 2026	Complete Apr 22/26
2026-128	Revised 2026 Capital Budget from \$10,624,042 to \$11,017,056	CS/COMM	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 22, 2026	Complete Apr 22/26
2026-127	Adopt 2026 Operating Budget as presented with operating expenditures & revenue of \$20,134,180	CS/COMM		Complete Apr 22/26
2026-126	Approved Emergency Management Plan	CAO	Finalized	Complete Apr 21/26
2026-124	Approve signing landowner agreement for Culvert replacement on Jansen Project SE-8-59-2-W5	AG/EA	Agreement Signed	Complete Apr 23/26
2026-115-116	Updated Library Board appointment to reflect end of term	EA/CAO	Library Executive Director notified	Complete Apr 9/26
2026-110	Rescind 6 obsolete policies	EA/CAO	Updates made in M-Files	Complete Apr 8/26
2026-109	Appointment of Fire Guardians	EA/CAO	Fire Chief & Guardians notified & website updated	Complete Apr 8/26
2026-107	Accepted 2025 Strategic Plan Report Card for info (to be posted on website)	COMM	Posted to website	Complete Apr 13/26
2026-103-105	Approve 2025 audited financial statements(FS) & FIR; post FS to website	CS/COMM	Posted to website	Complete Apr 14/26
2026-096	Support the CAO to participate on Women in Agriculture Panel if schedule permits.	CAO	CAO recognized to participate on Women in Agriculture Panel (no charge to attend); contacts made, shared with staff & to be incl in future Council agenda	Complete Mar 13/26

2026-092	Approved Corporate Use of Social Media Policy	COMM/CAO	Finalized	Complete Mar 4/26
2026-091	Approved Corporate Communications Plan	COMM/CAO	Finalized	Complete Mar 4/26
2026-090	Authorized signing of Misty Ridge 10-year operating agreement	EA/CAO	Fully executed and sent to Misty Ridge Committee	Complete Mar 27/26
2026-089	Approved Community Grant of \$1,600 to Pembina Arts Festival	EA/CAO	Recipient notified and cheque issued	Complete Mar 6/26
2026-088	Approved admendments to Policy AG-001 Beaver Program	EA/CAO	Policy updated	Complete Mar 5/26
2026-087	Appointed 2 additional members-at-large to ECDC	RD	New members notified	Complete Mar 6/26
2026-085	Adopted Bylaw 4-2026 - ECDC Bylaw	EA/CAO	Signed and posted to website	Complete Mar 27/26
2026-077	Accepted Boat Launch Maint report for info, Admin to bring back info on engineering & design costs (x2) for 2026 Budget to support permitting for work in 2027	RD/PW/CAO	Incorporated into DRAFT Final Budget for Council consideration.	Complete Mar 26/26
2026-076	Directed RCMP to maintain the policing priorities of Rural Visibility and Prolific Offender Management for the County of Barrhead.	CAO	Council provided input to RCMP on annual policing priorities.	Complete Mar 3/26
2026-074	Approved purchase of a Degelman 1820 Sidearm & Rev 1500 Mower from Horizon Ag & Turf for \$100,650; consign units #326 & #329 to auction.	PW	Consigned units sold; Received new units Apr 7; Ordered new units; consigned old units to Michener Allen to auction April 24	Complete Apr 24/26
2026-065	Inform the FCSS board that COB preference is 2 representatives from the County on the FCSS board.	CAO	Councillors to share info at earliest convenience; decision made by Council	Complete Feb 17/26
2026-063	CAO to bring back recommendation to rescind outdated resolutions; add context to 2024-225	CAO	Postponed to April 7 due to lack of time; Tentative scheduled in CAO Report to Council on Mar 3/26	Complete Apr 7/26
2026-061	Approved 2025 year-end financial reports subject to audit adjustments and year end finalizations.	CS/CAO	Auditors here beginning of March and presenting to Council on April 7	Complete Apr 7/26
2026-060	Approved Bylaw 3-2026 Records Management	EA/CAO	Signed and Posted to website; Awaiting signatures	Complete Mar 27/26
2026-056	Investigate the costs of livestreaming Council meetings	COMM/CAO	Shared with Council during Budget Workshop, no cost for pilot; Conducting research	Complete Mar 26/26
2026-053-55	Appointed ARB officials for CRASC	EA/CAO	CRASC notified	Complete Feb 18/26

2026-051	Approved purchase 2026 Caterpillar 420 Backhoe from Finning Canada Ltd. for \$220,430 and further, to trade-in Unit #301 to Finning Canada Ltd. for \$47,000	PW	New backhoe received and unit 301 traded in; Dealership notified of Council decision with approx delivery of June 2026	Complete Apr 27/26
2026-050	Approved purchase 2026 Dodge Ram 2500 crew cab 4x4 truck from Stephani Motors at a price of \$68,476.00 plus GST and applicable fees.	PW	Letter sent to dealership confirming purchase with approx delivery of June 2026	Complete Jun 1/26
2026-049	Accepted 2025 Annual Enforcement Services Report to be posted	COMM/CPO	Report submitted to GOA and posted to website	Complete Feb 19/26
2026-048	Approved amended Policy PS-016 CPO Ride Along Program & rescinded Policy 26.13	CPO/EA/CAO	Policy submitted to GOA	Complete Apr 10/26
2026-047, 071	Create a public info pkg prior to the continuance of the Public Hearing for Bylaw 02-2026 set for April 7, 2026, at 1:00 pm	DEV/CAO	Info pkg released via website, hardcopy, etc. Research is underway; RFD to Council on Mar 3 for further direction	Complete Mar 13/26
2026-042	Provide a letter of support for MR Ski Hill to apply for Co-op Community Spaces Grant.	EA/CAO	Notified MR Ski Hill that Co-op Community Spaces Grant is not available in 2026; will request Council to rescind	Recinded Feb 17/26 2026-062
2026-040	Directed CAO to draft content for Ministerial Forum question period at Spring RMA convention re: Federal announcement to close Lacombe Research & Development Center.	CAO	BN provided to support Council; Research on commission responses, federal ag committee testimony; Discussion at Pembina Zone	Complete Mar 10/26
2026-038	Supported EAC recommendation to direct ASB to review draft Livestock EMP	AF/CAO	Directed to ASB	Complete Feb 3/26
2026-036	Postponed discussion on scheuling of Council meetings until next Council meeting	CAO	Direction provided to explore cost of live streaming (resol 2026-056); Included in Feb 17/26 agenda pkg	Complete Feb 17/26
2026-035, 120	Recessed the public hearing for bylaw 2-2026 until a future date	DO/CAO	Council closed public hearing; New date (Apr 7/26) brought to Council Feb 17/26 for consideration.	Complete Apr 7/26
2026-034	Denied the request to reduce or cancel the charges for fire incident report 25-332-CFR.	EA/CAO	Letter sent to landowner informing them of the decision.	Complete Feb 6/26
2026-028	Approved the additional funding sources for the 2025 capital projects	CS/CAO	Done	Complete Feb 3/26
2026-025	Approved purchase 2026 John Deere 744P from Brandt Tractor Ltd. for \$620,000 and to trade-in Unit #303 to Brandt Tractor Ltd. for \$86,000	PW/CAO	Notified and expected delivery approx June 2026	Complete May 28/26
2026-018	Accepted Enforcements Services Report, 2025 Winter Edition for info	CPO/Com	Posted to website	Complete Jan 7/26

2026-017	Approve 2025 cancelled tax transactions as presented.	CS/CAO	Complete.	Complete Jan 6/26
2026-016	Accepted allowance for doubtful accts of \$1,453.39 for info.	CS/CAO	Complete.	Complete Jan 6/26
2026-015	Write off 3 outstanding AR accounts for \$2,250.76	CS/CAO	Complete.	Complete Jan 6/26
2026-013,037	Mtg to be scheduled outside of RMA Conference; Administration to arrange mtg with Minister of Transportation to discuss road maintenance and other concerns regarding provincial highways	CAO	July 13/26 confirmed; Potential dates sent to AT (Apr 28/26); Call for feedback from staff, Council & public underway	Complete May 26/26
2026-012	Sell Engine 33 to Village of Riverhurst, SK for \$45,000 conditional upon their satisfactory inspection.	CS/CAO	Village of Riverhurst inspected unit on January 20, 2026, and deemed it satisfactory. Payment received and Village staff drove unit back to Riverhurst.	Complete Jan 20/26
2026-011	Approved resolution "Access to Liability Insurance for Agritourism Operators" to be presented at Pembina Zone	CAO	Presented at Pembina Zone & passed	Complete Jan 12/26
2026-010	Respond to Alberta Geographical Names Program, with no objection to naming of water feature	RD/CAO	Reponse submitted	Complete Jan 6/26
2026-009	Appoint Ms. Noble to Barrhead Library Board	EA	Library Executive Director notified	Complete Jan 14/26
2026-008	Appoint Mr. Ruhl to SDAB	EA/DEV	Applicant notified	Complete Jan 14/26
2026-005-007	Appointments made to ALUS PAC	ALUS	Members notified	Complete Jan 8/26
2026-004	Set public hearing for Bylaw 2-2026 for Feb 3 at 1:00 pm in Council Chambers	DEV/CAO	Advertised as per MGA, additional adv also completed.	Complete Feb 3/26
2026-003	1st reading Bylaw 2-2026 amending LUB 4-2024 to add Data Processing Facility	EA/CAO	Decision tracked	Complete Jan 14/26
2025-430	Councillors provide written report to be included in agenda pkg for Regular Council mtg to be submitted by end of day preceding Thursday.	EO/CAO	Shared template with Councillors; incl in agenda pkg	Complete Jan 06/26
2025-416	Authorized Reeve & CAO to sign BRWC Operational Agreement	EA/CAO	Agreement finalized; awaiting signature	Complete Jan 24/26

2025-403	Purchase (3) 2026 Cat motor graders, trade in (2) 2021 Cat motor graders to Finning Canada; sell 2016 Cat motor grader to Wallis Bros. Construction	PW/CAO	Received final 2 graders; Received 1/3 new grader, sold 2016 grader to Wallis Bros. Construction as per Council resolution; Suppliers notified	Complete Apr 10/26
2025-394-400	Appointed Members-at-large to County Committees	EA/CAO	All applicants notified; website to be updated in January	Complete Jan 7/26
2025-383	New initiatives be brought back to a future Project Priority session with Council to explore consideration for the 2026 Budget.	CAO	Discussed at COW, further discussion to occur during budget workshops; Tent. Sched. COW Jan 29/26	Complete Jan 29/26
2025-377	Approved up to a 90-day extension for offering Council Orientation under the MGA s. 201.1(2)	CAO	Info sharing ongoing, leg req. met. w orientation/info on a variety of programs, assets Jan 29/26; Legal session, Assessment 101, Roads 101, P&D 101, CPO program complete; others planned	Complete Jan 29/26
2025-254	Directed Admin to finalize scheduling with NRCB & ILWG - Stock Talk Initiative in the new year; include ASB members	CAO	NRCB (April 7/26); ILWG (Mar 10/26); NRCB has committed, ILWG has provided possible dates; Email sent to ILWG, looking at dates.	Complete Feb 24/26
2025-194	Proceed with the acquisition of related vehicle & officer equipment up to \$77,141 to be funded by unrestricted reserves	CPO/CAO	All complete; Tentative completion for Mar/26 (last item is Axon in-car camera); Vehicle equipment has been purchased with installation occurring Oct-Jan.	Complete Mar 20/26
2025-193	Award the contract to Wolfe Chevrolet for the purchase of a 2025 Chevy Silverado SSV at a cost of \$57,359 excluding GST	CPO/CAO	All complete; Starlink installed, testing & inspection of unit underway; Expected to be in service Jan/26; Patrol vehicle received Jun 20/25; scheduled for outfitting on Oct 27/25.	Complete Mar 6/26
2025-187	Approve Manola Lagoon Sounding & Assessment Project at a cost of \$27,087 with additional funding coming from current year revenue	PW/CS	Final report received, analysis required to dev proj plan; Sounding completed, awaiting final report; Manola lagoon sounding is scheduled for August 18, 2025.	Complete Dec 1/25
2024-398	Directs CAO to move forward with exploring/negotiating options with GOA to become anchor tenant of ADLC.	CAO	Formal project complete; Discussed during budget wrkshps in Nov; Mtgs with AB Infrastructure & a developer; Reeve & CAO engaged Minister Infrastructure at RMA, followed up requested by Minister; Mtg rescheduled Feb 25/25; Preliminary contact made with GOA to schedule mtg in new year; Draft Concept Floor Plans complete	Complete Jan 29/26

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	Recommend to Rescind; New minister, revising message	Rescinded Apr 7/26
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Recommend to mark as complete Mar 5/24 following VSU presentation to Council thanking CAO for efforts; Met with VSU representative (Jan 16/23) to better understand situation/impact; Rough draft prepared	Complete Apr 7/26
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Recommend to Rescind - this was a joint meeting with Town related to BARCC; Notes distributed vs. formal letter	Rescinded Apr 7/26



County Admin Bldg. Renovation

August 18, 2026

R

Milestone will be missed

G

No major issues

B

Not yet started

Y

Milestone may be missed

W

Completed

Progress Since Last Report

- Staff have relocated to temporary location with storage at PW
- Lease Agreement in place
- IT services (including internet connectivity to PW) in place; electrical & air conditioning for climate control
- Janitorial service in place
- Signage at main location & temporary location in place
- Access to main location coordinated with contractor as required
- Walk-through with demolition

Work in Progress/Planned

- Continue to support change management
- Map out new flooring arrangement upon completion of demolition
- Confirm list of vendors offered opportunity to bid & awarded
- Options for Council Chambers – desks, electrical, connectivity, etc.

Potential Issues / Warnings

- Timely roof repair quotes & decision by PHSD
- Staff holidays
- Task of disposing of old furniture without using landfill
- Challenges with meeting space
- Fire-rated room may require additional work

Milestone Status

Key Milestone	Planned Start Date	Planned Completion Date	Status / % Complete
Floorplans Drafted/Reno Contractor Onsite	Feb 1/26	Jul 27/26	100%
Digitizing/Purging/Packing	Feb 1/26	Jul 17/26	100%
Coordinate & Relocate to Temporary Location	May 1/26	Jul 27/26	100%
Service & Comms Strategy Complete (program needs, closures, etc.)	May 25/26	Jul 20/26	100%
Renovations Complete (incl. final inspection)	Jul 27/26	Nov 9/26	12%
Re-entry & Re-opening Celebration	Nov 13/26	Nov 16/26	0%

TO: COUNCIL

RE: 2026 FLOODING EVENTS – EXPENSES & CONCLUSION

ISSUE:

In 2026, the County of Barrhead experienced 2 overland flooding events that occurred at the end of June and beginning of July.

BACKGROUND:

- June 21-26, 2026 – County received heavy rainfall causing overland flooding in several areas of the County
- July 2-9, 2026 - County received heavy rainfall causing overland flooding in Lac La Nonne area and Rge Rd 25
- Approximately 70% of the accumulated YTD rainfall of 570.7 mm has fallen in June (289.6 mm) and July (108.2 mm). Historical average YTD was 383.5 mm.

ANALYSIS:

- County infrastructure in 28 separate locations and 3 subdivisions was impacted over the 2 overland flooding events which lasted approximately 14 days in total. Table below shows the primary locations where County response was required.

Required Grader & Gravel	Required Backhoe/Excavator	Required Pumping
RR 24 N of Hwy 651	RR 25 S of Hwy 651	RR 25 S of Hwy 651
RR 24 S of Hwy 651	RR 24 S of Hwy 651	RR 50 S of Twp Rd 591
Twp Rd 572 E of RR24 (2 spots)	Twp Rd 570 W of RR 23A	RR 31 S of Hwy 651
Twp Rd 572 W of RR24	Twp Rd 570 E of RR 25	White Rock Subdivision
RR 21 S of Hwy 651	RR 20 S of Twp Rd 572	Idle Hours Subdivision
RR 20 S of Hwy 651	RR 15 @ Twp Rd 570	
RR 14 S of Hwy 651	RR 25 S of Hwy 651	
RR 13 S of Twp Rd 570	RR 13 S of Twp Rd 570 (2 spots)	
RR 14 S of Twp Rd 570	RR 45 S of Twp Rd 614	
RR 30 @ Twp Rd 614	RR 61 N of Hwy 18	
RR 61 N of Hwy 18	RR 62A S of Twp Rd 590	
RR 45 S of Twp Rd 614	RR 50 S of Twp Rd 591	
RR 40 btwn Hwy 18 & Twp Rd 592	Parc La Nonne Subdivision	
Twp Rd 613 btwn Hwy 769 & RR32	Idle Hours Subdivision	
RR 24 N of Twp Rd 604 (washout behind bridge wing wall)	White Rock Subdivision	

- Several private properties were also impacted by the overland flooding caused by the heavy rainfall. **It is estimated** that approximately 7 properties in Idle Hours Subdivision, 3 properties in White Rock Subdivision, 3 properties in Moonlight Bay Estates and Sunny Beach Campground experienced flooding of residential structures in addition to another 3 properties.

- Approximate costs to the County associated with response and recovery for both flooding events are presented in the following table:

Equipment	Amount	Total Cost
Backhoe	9 days @ 1,048.00/day	\$9,432.00
Excavator	3 days @ 1,531.84/day	\$4,595.52
Grader	8 days @ 800.00/day	\$6,400.00
Lowboy Truck	2 days @ 1,843.20/day	\$3,686.40
Tandem Truck & Trailer	9 days @ 891.00/day	\$8,019.00
Light Duty Trucks	4X14 days @ 290.00/day	\$16,240.00
Rental Pumps & Rig Mats		\$4,086.00
County Pump	8 days @ 500.00/day	\$4,000.00
Gravel	300 yds @ \$17/yd	\$5,100.00
	SUBTOTAL	\$61,558.92
Manpower		\$25,500.00
	TOTAL COST OF BOTH EVENTS	\$87,058.92
Adjusted Staff Wages (Minus Reg. Hours, already budgeted)		<\$15,797>
	TOTAL UNBUDGETED COST	\$71,261.92

- County **did not qualify** under the Provincial Hazard Assistance & Resilience Program (HARP) as the minimum \$255,250 disaster related costs for the County to respond to the event and recovery after the event was not reached.
 - Had the cost to the County reached the minimum threshold of HARP the County would have been able to apply to HARP and included an estimated number of impacted private properties.
 - IF the County had reached the minimum threshold and the GOA declared a disaster, affected private landowners could have submitted claims for eligible uninsurable losses. HARP does not cover costs, damage or losses that could have been covered by insurance.
 - Following consultation with provincial HARP Advisors, even less of the manpower costs reported above would qualify under the program, further reducing the eligible costs of the event.
- At the end of the fiscal year, Council may consider funding the total estimated unbudgeted cost of \$71,261.92 for this event from Unrestricted Reserve, Disaster Reserve or Unrestricted Surplus (also dependent on payment of invoice for 2026 Thunder Lake Fire and other funding considerations).

ADMINISTRATION RECOMMENDS THAT:

Council accepts the 2026 Flooding Events – Expenses & Conclusion Briefing Note for information.



Public Works Director of Infrastructure Report August 18, 2026

I

Graders

- Blading gravel roads and spreading gravel. Gravel roads are starting to get soft due to the consistent rain.

Gravelling

- Gravelling roads out of the Moosewallow pit has been completed and the gravel haul is now working out of the Fort Assinboine pit.

Construction

- Working on Job 340 (Range Road 40 between Township Roads 590 & 592). Wet dirt and ditches have added a challenge to the project, but work has been moving forward relatively well. Most of the clay is in place on the south mile, with clean-up work being completed as weather allows.

Drainage

- County backhoe has been replacing and repairing culverts and approaches. A significant portion of time has been spent dealing with beaver issues.

Oiling

- Utilizing a grader and the rented packer, road surface prep is being completed for the road reoiling project on the Mossie Road (Range Road 50 south of Highway 18).

Shoulder Pull

- Contractor has completed 5.5 miles of shoulder pull in Divisions 4 & 6 and has started work on Range Road 23 between Township Roads 580 and 584.

Bridge Culvert Replacement

- Saddle Valley Ventures has started work on BF 76144 (Twp Rd 605A within NE 33-60-7-W5) replacing the existing 1800 mm wood stove culvert with a new 2000 mm CSP steel culvert.

Airport

- AWOS (Automated Weather Observing System) is currently out of service. County Utility Officer is working with Approach Navigation to repair.

Labour

- Patching oil and paved roads, sign repairs, campground and transfer station maintenance, hand brushing, and delivering and assembling culverts.

Shop

- Equipment maintenance and repairs as required.

Utilities

- BRWC has received grant funding to carry out a detailed assessment and replacement plan for the Manola waterline meter vault. County staff will be managing this project.
- Leak detection testing was carried out by Envirotrace at a suspected leak on the Neerlandia waterline at the intersection of Range Road 32 and Township Road 615A. No leaking water was found, which indicates that a road base failure is occurring as pavement is breaking up.

- Staff continue to provide utility locate services to individuals carrying out ground disturbance for summer projects in the County.
- All other testing and monitoring are being carried out as per normal operations.



TO: COUNCIL

RE: COUNCILLOR REPORT – COUNCILLOR CRISLER, DIVISION 2

DATE: Aug. 1-31, 2026

COUNCIL APPOINTED COMMITTEES/ACTIVITIES:

- Council Meeting Aug. 18, 2026

Barrhead Regional Airport Committee

Athabasca Watershed Council

Barrhead Regional Crime Coalition

Barrhead District Seed Cleaning Co-op Committee

- Meeting July 30, 2026

Pembina River District 3 Meeting

VOLUNTEER ACTIVITIES/EVENTS:

- Meunier Feed Lot Tour Aug. 13, 2026
- Put in Float in the Parade, representing the Paddle River Golf and Country Club.

OTHER:

- Report on heavy dust on RR44 from HYW654 to Garden View Hall.
- Got a report of some heavy Cowcockle on a field, contacted the owner and area has been sprayed and cut down.
- Got a report of some heavy Tansy and Foxtail along ditches on Twp 590, County has indicated this portion is on their list just waiting for the weather to straighten out.



COUNCILLOR REPORT

TO: COUNCIL

RE: COUNCILLOR REPORT – COUNCILLOR ELLWEIN, DIVISION 5

DATE: Jul. 22 – Aug. 17, 2026

COUNCIL POINTED COMMITTEES/ACTIVITIES:

Council Meeting

Barrhead & District Agricultural Society

- Lots of work going on in prep for the 2 events coming up, mostly for the Fair.
 - o Blue Heron Fair and Rodeo Aug. 8 and 9, 2026. Fair went very well great turnout both days to all the events.
 - o Wildrose Rodeo Finals Sept. 17 – 20, 2026

Fire Services Committee

- Nothing new to report.

VOLUNTEER ACTIVITIES/EVENTS:

- Took part in the county tour.
- Participated in the Blue Heron Fair parade.

OTHER:

- Again, had concerns of RR25, and RR34 (old, oiled roads) of rough patches and just the overall shape of the road. Need to discuss these reoccurring items more in depth.
- Wondering what the status is on Township Road 614A as it looks like the road is being widened on some corners. Sent an email with pictures asking questions about this and haven't got a reply from anyone. So, I will be bringing this up at the meeting on Aug. 18 2026.



COUNCILLOR REPORT

TO: COUNCIL

RE: COUNCILLOR REPORT – COUNCILLOR PREUGSCHAS, DIVISION 6

DATE: August 2026

ACTIVITIES:

Agriculture Service Board:

Economic Development Committee:

Museum:

Barrhead Attraction and Retention Committee (ARC):

FCSS:

Twinning Committee:

- We've been very well received in Japan and the 11 of us are learning lots at our twinned town, Tokoro. Our hosting billet families are great.
- It's interesting that the Kitami City council takes our visit very seriously with much ceremony and support.

Policy Committee:

Budget meetings:

VOLUNTEER ACTIVITIES/OTHER:

Northwest of 16:

Other:



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ALBERTA
ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

July 22, 2026

Mr. Erik Munck, Reeve
c/o Ms. Pam Dodds, Executive Assistant to the Chief Administrative Officer
County of Barrhead
5306 - 49 Street
Barrhead AB T7N 1N5
pdodds@countybarrhead.ab.ca

Dear Reeve Munck:

Thank you for your letter regarding the Watershed Resiliency and Restoration Program (WRRP). I acknowledge your concerns and appreciate your interest in finding a new approach to achieving our common goals for water security and watershed health.

As a representative of Alberta's agricultural heartland, I witnessed how agricultural producers delivered significant, on-the-ground results and advanced nature-based flood and drought mitigation in your community. However, Alberta's approach to flood and drought mitigation evolved significantly since WRRP was created in 2014. Budget 2026 reflects this program has run its course, and our work to improve watershed resiliency is now being delivered through more targeted programs and funding mechanisms.

The Government of Alberta continues to support nature-based and watershed resilience projects across our province through several programs:

The Ecosystem Services Grant Program provides opportunities for landowners to conserve high-quality natural assets at risk of conversion, or in areas of high conservation priority. Registered non-profit organizations, non-governmental organizations established under a government act, and Alberta municipalities are eligible for program funding. For more information, please have staff contact esgp@gov.ab.ca.

The Drought and Flood Protection Program supports municipalities and Indigenous communities to improve their long-term resilience to drought and flood events by protecting critical infrastructure and helping ensure public safety. For more information, please have staff contact dfpp@gov.ab.ca.

The Wetland Replacement Program invests dedicated revenue to replace/restore wetlands in accordance with the Alberta Wetland Policy. Municipalities and non-profit organizations are eligible to apply for funding that can include restoration projects on private land. For more information, please have staff contact epa.wetlandreplacement@gov.ab.ca.

The department is available to support you and your partners with program and application information to help you continue your stewardship, restoration, and watershed health efforts.

Thank you again for writing.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Grant Hunter', written in dark ink.

Grant Hunter
Minister of Environment and Protected Areas

cc: Glenn van Dijken
MLA, Athabasca-Barrhead-Westlock



		COUNTY			COUNTY Total 2026	COUNTY Total 2025	TOWN			TOWN Total	TOTALS
Incident Type	Data	APR	MAY	JUN			APR	MAY	JUN		
ALARMS RINGING	Number of Incidents	4	4	1	9	13	8	5	2	15	24
	Time Total	2hr 29min	3hr 29min	1hr 12min	7hr 10min	10hr 30min	1hr 23min	1hr 8min	1hr 6min	3hr 37min	10hr 47min
AMBULANCE ASSIST	Number of Incidents	5	3	6	14	19	7	15	10	32	46
	Time Total	6hr 33min	3hr 31min	7hr 2min	17hr 6min	19hr 13min	3hr 10min	7hr 49min	4hr 12min	15hr 11min	32hr 17min
FIRE RESPONSE	Number of Incidents		1	2	3	4			1	1	4
	Time Total		7hr 34min	3hr 39min	11hr 13min	9hr 31min			1hr 6min	1hr 6min	12hr 19min
GRASS/ WILDLAND	Number of Incidents	6	3		9	8			1	1	10
	Time Total	14hr 39min	7hr 12min		21hr 51min	20hr 8min			14min	14min	22hr 5min
OTHER	Number of Incidents	1			1	4			1	1	2
	Time Total	1hr 30min			1hr 30min	2hr 11min			11min	11min	1hr 41min
RESCUE	Number of Incidents										
	Time Total										
HAZARDOUS MATERIALS	Number of Incidents					1			1	1	1
	Time Total					1hr 32min			43min	43min	43min
Total Count	Number of Incidents	16	11	9	36	49	15	20	16	51	87
		25hr 11min	21hr 46min	11hr 53min	58hr 50min	63hr 5min	4hr 33min	8hr 57min	7hr 32min	21hr 2min	79hr 52min
					Q#2 GRAND TOTAL Incidents						93
MOTOR VEH COLLISION (Alberta Transportation)	Number of Incidents	1	3		4	7					
	Time Total	1hr 40min	6hr 4min		7hr 44min	13hr 29min					
MUTUAL AID Neighbours (Non-Billed)	Number of Incidents	1	1		2	2					
	Time Total	3hr 0min	49min		3hr 49min	5hr 47min					
MUTUAL AID Provincial (Billed)	Number of Incidents					2					
	Time Total										