

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD JUNE 17, 2025

[Schedule A](#)

3.2 SPECIAL MEETING HELD JULY 7, 2025

[Schedule B](#)

4.0 ACTION ITEMS:

**4.1 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 25-SUB-074
SW 30-61-5-W5 & NW 19-61-5-W5 - (HIEMSTRA)**

Administration recommends that Council approve subdivision application 25-SUB-074 proposing to subdivide SW 30-61-5-W5, into 2 agricultural lots and consolidate the remainder with NW 19-61-5-W5, and further that the approval is subject to the conditions presented.

[Schedule C](#)

**4.2 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 25-SUB-079
SW 30-58-5-W5 - (CONRAD)**

Administration recommends that Council approve subdivision application 25-SUB-079 proposing to create a 5.20 ha (12.86 ac) Country Residential lot within SW 30-58-5-W5, and further that the approval is subject to the conditions as presented.

[Schedule D](#)

4.3 2025 MEMBER-AT-LARGE APPOINTMENT TO LIBRARY BOARD

Administration recommends that Council appoint 1 member-at-large to the Barrhead Library Board effective immediately to replace a member-at-large whose term expires December 31, 2026 as recommended by the Barrhead Library Board.

[Schedule E](#)

4.4 APPOINTMENT OF DEVELOPMENT AUTHORITY OFFICER

Administration recommends that Council appoint Ms. Layne Mullen as the Development Authority Officer at the County of Barrhead with all powers, duties and functions as outlined in Land Use Bylaw 4-2024.

[Schedule F](#)

4.5 RURAL STEWARDSHIP & ENRICHMENT POLICY AG-003

Administration recommends that:

- Council approve Policy AG-003 Rural Stewardship & Enrichment as recommended by the ASB.
- Council rescind Policy 62.13 Rural Beautification and Policy 62.03 Agriculture Conservation Award.

[Schedule G](#)

4.6 CPO POLICY PS-015 – RCMP ENCRYPTED RADIO

Administration recommends that Council approve Policy PS-015 CPO - RCMP Encrypted Radio as presented.

[Schedule H](#)

4.7 RESCIND POLICIES

Administration recommends that Council rescind the following policies as recommended by the Policy Committee:

- Policy 11.10-03 Assessment Certificates - Fees
- Policy 12.13 Payment of Grants
- Policy 12.16 Staff Protection
- Policy 12.23 Telephone Log & Use
- Policy 12.25 Staff Meeting
- Policy 24.04 Provincial Grants

[Schedule I](#)

4.8 POLICY FN-004 COLLECTION OF ACCOUNTS RECEIVABLE

Administration recommends that Council approve amendments to Policy FN-004 Collection of Accounts Receivable as recommended by the Policy Committee.

[Schedule J](#)

4.9 POLICY AD-008 TAX RECOVERY PROCESS

Administration recommends that Council approve Policy AD-008 Tax Recovery Process as recommended by the Policy Committee.

[Schedule K](#)

4.10 IN-CAMERA

- 4.10.1 **ADDITIONAL NAMED INSURED** – *ATIA Sec. 19 Harmful to business interests of a 3rd party*
- 4.10.2 **INTERMUNICIPAL COLLABORATION** – *ATIA Sec. 29 Advice from officials*
- 4.10.3 **CAO CONTRACT** – *ATIA Sec. 32 Privileged Information*
Schedule (to be provided later)

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

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

- Resolution Tracking List
[Schedule L](#)
- AAIP Rural Renewal Stream – June 2025 Stat Report
[Schedule M](#)
- 2025 Water Works Field Trip - Post Event Report
[Schedule N](#)

5.2 DIRECTOR OF CORPORATE SERVICES REPORT

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

- Cash, Investments, & Taxes Receivable as of June 30, 2025
[Schedule O1](#)
- Payments Issued for the month of June 2025
[Schedule O2](#)
- YTD Budget Report for the 6 months ending June 30, 2025
[Schedule O3](#)
- YTD Capital Recap for period ending June 30, 2025
[Schedule O4](#)
- Elected Official Remuneration Report as at June 30, 2025
[Schedule O5](#)

5.3 PUBLIC WORKS REPORT

(11:00 a.m.)

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

[Schedule P](#)

5.4 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS

- 6.1 Letter from Minister of Alberta Transportation Re: Unsuccessful STIP Bridge Funding – dated June 16, 2025
[Schedule Q](#)
- 6.2 Email from Hosts Re: Thank You for Support for Open Farm Days – dated June 25, 2025
[Schedule R](#)
- 6.3 Water as Our Witness - How the County of Barrhead Lives With, Learns From, and Looks After Its Water - Alberta Open Farm Days
[Schedule S](#)

7.0 DELEGATIONS

- 7.1 11:30 a.m. FCSS Quarterly Report

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD JUNE 17, 2025

Regular Meeting of the Council of the County of Barrhead No. 11 held June 17, 2025, was called to order by Reeve Drozd at 9:00 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik

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

STAFF

Debbie Oyarzun, County Manager
Pam Dodds, Executive Assistant
Dawn Fedorovich, Director of Rural
Development
Layne Mullen, Development Officer

Ken Hove, Director of Infrastructure
Travis Wierenga, Public Works Manager
Tamara Molzahn, Dir. of Corporate Services
Shae Guy, Community Peace Officer

ATTENDEES

Public Attendees – T. Boychuk and N. Mott
Barry Kerton - Town and Country Newspaper

RECESS

Reeve Drozd recessed the meeting at 9:00 a.m.

Reeve Drozd reconvened the meeting at 9:25 a.m.

APPROVAL OF AGENDA

2025-181 Moved by Councillor Properzi that the agenda be approved as presented.

Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JUNE 3, 2025

2025-182 Moved by Councillor Kleinfeldt that the minutes of the Regular Meeting of Council held June 3, 2025, be approved as circulated.

Carried Unanimously.

Ken Hove and Travis Wierenga joined the meeting at 9:31 a.m.

**SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 25-SUB-061
NW 15-58-01-W5 - (POLLARD)**

2025-183 Moved by Councillor Kleinfeldt that Council approve subdivision application 25-SUB-061 proposing to create two (2) agricultural parcels of 32.28 Ha (80.0 ac) and 28.3 Ha (69.8 ac) within NW 15-58-01-W5 with the following conditions:

1. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11. The approach to the remainder shall be located along Township Road 592.
2. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

Carried Unanimously.

Layne Mullen departed the meeting at 9:34 a.m.

REGULAR MEETING OF COUNCIL - HELD JUNE 17, 2025

PUBLIC WORKS REPORT

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

- 2025-184 Moved by Councillor Lane that the report from Public Works be received for information.
Carried Unanimously.

Councillor Stoik left the meeting at 10:01 a.m.

**RECOMMENDATION FOR TENDER AWARD – BF74538 & BF74974
BRIDGE REPLACEMENT & OTHER WORK**

- 2025-185 Moved by Councillor Lane that Council awards construction contract for Bridge Culvert Replacement & Other Work for BF74538 & BF74974 to Plains Constructors Canada Ltd. for \$489,200, including site occupancy, excluding GST.
Carried 6-0.

**GRANT AGREEMENT WITH ALBERTA TRANSPORTATION & ECONOMIC CORRIDORS FOR
STIP FUNDING FOR BRIDGE FILE 74972 & 76144**

- 2025-186 Moved by Councillor Preugschas that Council authorizes the Reeve to sign the Grant Agreement between Alberta Transportation & Economic Corridors and the County of Barrhead to access grant funds to a maximum of \$405,000 each under the STIP Local Road Bridge Component for BF 74972 & BF 76144 Culvert Replacements.
Carried 6-0.

Councillor Stoik rejoined the meeting at 10:07 a.m.

MANOLA LAGOON SOUNDING & ASSESSMENT PROJECT

- 2025-187 Moved by Deputy Reeve Schatz that Council approves the full scope of the project in 2025 at a cost of \$27,087, with additional funds to come from current year revenue from this department.
Carried Unanimously.

Councillor Preugschas departed the meeting 10:17 a.m. and rejoined at 10:18 a.m.

REQUEST TO UPGRADE UNDEVELOPED ROAD ALLOWANCE – SE 26-59-6-W5

- 2025-188 Moved by Councillor Properzi that Council deny the request from the landowner to increase the standard of the undeveloped road allowance as it does not align with policy and creates potential liability for the County.
Carried Unanimously.
- 2025-189 Moved by Councillor Stoik that Council direct the Policy Committee to review Policy 32.04 Road Construction Standards.
Carried Unanimously.
- 2025-190 Moved by Councillor Stoik that Council direct the CAO to engage legal counsel to explore options for alternative access to SE 26-59-06-W5.
Carried Unanimously.

Ken Hove and Travis Wierenga departed the meeting at 10:50 a.m.

RECESS

Reeve Drozd recessed the meeting at 10:50 a.m.

Reeve Drozd reconvened the meeting at 11:03 a.m.

Shae Guy joined the meeting at 11:03 a.m.

REGULAR MEETING OF COUNCIL - HELD JUNE 17, 2025

AGNES MEMORIAL MOSSIDE UNITED CHURCH – COMMUNITY GRANT

- 2025-191 Moved by Councillor Lane that Council approves the application from Agnes Memorial Mosside United Church for a donation of \$2,047.50 under the Community Grants Policy to assist with subdivision fees for realignment of cemetery lines to include all gravesites on the church property.
- Carried Unanimously.

ENFORCEMENT SERVICE LEVEL

- 2025-192 Moved by Councillor Lane that Council approve the additional CPO FTE and direct Administration to include the position in the 2026 Operating budget.
- Carried 6-1.
- 2025-193 Moved by Councillor Properzi that Council award the contract to Wolfe Chevrolet for the purchase of a 2025 Chevy Silverado SSV at a cost of \$57,359 excluding GST.
- Carried 6-1.
- 2025-194 Moved by Councillor Kleinfeldt that Council authorizes Administration to proceed with the acquisition of related vehicle & officer equipment up to \$77,141 to be funded by unrestricted reserves.
- Carried 6-1.

Shae Guy departed the meeting at 11:49 a.m.

Councillor Stoik departed the meeting at 11:49 a.m. and rejoined at 11:50 a.m.

Tamara Molzahn joined the meeting at 11:50 a.m.

GENERAL CONSENSUS TO EXTEND THE MEETING

At 12:03 p.m. the Reeve received general consent from all Councillors present to extend the meeting until completed.

2025 PROJECT DASHBOARD

- 2025-195 Moved by Councillor Lane that Council accepts the 2025 Project Dashboard as information.
- Carried Unanimously.
- Dawn Fedorovich departed the meeting at 12:05 a.m.

DIRECTOR OF CORPORATE SERVICES REPORT

- 2025-196 Moved by Councillor Preugschas to accept the following Director of Corporate Services reports for information:
- Cash, Investments & Taxes Receivable as of May 31, 2025
 - Payments Issued for the month of May 2025
 - YTD Budget Report for 5 months ending May 31, 2025
 - YTD Capital Recap for period ending May 31, 2025
 - Elected Official Remuneration Report as of May 31, 2025

Carried Unanimously.

Tamara Molzahn departed the meeting at 12:15 a.m.

REGULAR MEETING OF COUNCIL - HELD JUNE 17, 2025

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2025 Resolution Tracking List and provided the following updates to Council:

- Policy Meeting schedule for June 24, 2025
- Waterworks (Pond Days) had 181 grade 4 students participating
- Planning for an upcoming Election Candidate Information Session

2025-197 Moved by Councillor Properzi that the County Manager's report be received for information.
Carried Unanimously.

INFORMATION ITEMS

2025-198 Moved by Councillor Lane that Council accepts the following items for information:

- Invite from Barrhead Public Library Re: Elaine Dickie Retirement on June 19, 2025
- Letter from Barrhead Public Library Re: Thank You and Year in Review – dated May 22, 2025
- Letter from RMA Re: Genesis Insurance – Food Bank Donation – dated May 29, 2025

Carried Unanimously.

COUNCILLOR REPORTS

Councillor Lane reported on his attendance at the Hillcrest Open House, Senior Expo, 526 Barrhead Royal Canadian Air Cadet Squadron Ceremonial Review, and being a judge for Lemonade Day.

Councillor Stoik reported on his attendance at the ASB meeting.

Councillor Properzi reported on his attendance at the 100-year anniversary of the Naples Community Hall.

Councillor Kleinfeldt reported on his attendance at an Oilers watch party, flipping pancakes at the Barrhead Street Festival, and attending a YRL meeting.

2025-199 Moved by Councillor Kleinfeldt to direct Administration to bring back information on historic YRL per capita contributions.
Carried Unanimously.

Deputy Reeve Schatz reported on his attendance at the ASB meeting, and a Seed Cleaning Plant meeting.

Reeve Drozd reported on his vacation, and shared updates/information on APEX Utilities, Intensive Livestock Working Group, and office Administration duties.

2025-200 Moved by Councillor Preugschas to direct Administration to get further information on "Intensive Livestock Working Group – Stock Talk Initiative" and how the County could collaborate with them
Carried Unanimously.

ADJOURNMENT

2025-201 Moved by Councillor Stoik that the meeting adjourn at 12:46 p.m.
Carried Unanimously.

SPECIAL MEETING OF COUNCIL HELD JULY 7, 2025

The Special Meeting of the Council of the County of Barrhead No. 11 held July 7, 2025 was called to order by Reeve Drozd at 9:32 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Walter Preugschas
Councillor Paul Properzi
Councillor Jared Stoik (joined at 9:40 am)

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COUNCIL.**

STAFF

Debbie Oyarzun, County Manager

OFFICIAL NOTICE FOR SPECIAL COUNCIL MEETING

Notice of Special Meeting was emailed to all Councillors on June 24, 2025.

APPROVAL OF AGENDA

2025-202 Moved by Councillor Properzi that the agenda for the Special Council Meeting be approved as presented.

Carried 6-0.

IN-CAMERA

2025-203 Moved by Councillor Lane that the meeting move in-camera at this time being 9:33 a.m. for discussion on:

CAO 2024 Performance Evaluation – ATIA Section 22 – Confidential Evaluations

Carried 6-0.

Councillor Stok joined the meeting at 9:40 a.m.

Councillor Lane left the meeting at 10:21 a.m. and returned at 10:28 a.m.

Councillor Stoik left the meeting at 10:25 a.m. and returned at 10:30 a.m.

RECESS

Reeve Drozd recessed the meeting at 11:15 a.m.

Reeve Drozd reconvened the meeting at 11:20 a.m.

Debbie Oyarzun departed the meeting at 11:27 a.m.

Debbie Oyarzun rejoined the meeting at 12:20 p.m.

2025-204 Moved by Councillor Properzi that the meeting move out of in-camera at this time being 12:39 p.m.

Carried Unanimously.

CAO PERFORMANCE EVALUATION

2025-205 Moved by Councillor Kleinfeldt that Council acknowledge a successful performance evaluation of the CAO for 2024 as discussed in-camera.

Carried Unanimously.

ADJOURNMENT

2025-206 Moved by Councillor Stoik that the meeting adjourn at this time being 12:41 p.m.

Carried Unanimously.



REQUEST FOR DECISION

JULY 15, 2025



TO: COUNCIL

**RE: SUBDIVISION APPLICATION – SW 30-61-5-W5 & NW 19-61-5-W5
HIEMSTRA - MUNICIPAL PLANNING FILE NO 25-SUB-074**

ISSUE:

Application has been received proposing to subdivide a previously subdivided agricultural quarter section, SW 30-61-5-W5, into 2 agricultural lots and consolidate the remainder with NW 19-61-5-W5.

BACKGROUND:

- Land is in the Agricultural District under Land Use Bylaw 4-2024.
- Land was previously subdivided.
- Proposed Lot 1 is a 75.8 ac lot which contains 2 abandoned wells, pipelines, pasturelands, cultivated lands, treed areas, house, shop, shed, water well, and surface discharge private sewage disposal system. Proposed lot is located within a high-risk watershed area but appears suitable for the proposed agricultural use.
- Proposed Lot 2 is 232.61 ac in size. This will be composed of the southern half of SW 30-61-5-W5 and the entirety of NW 19-61-5-W5. SW 30 and NW 19 are separated by an undeveloped government road allowance, which will not be developed in the future. The lot contains cultivated lands, treed areas, wetlands, a house, a garage, 4 sheds, a shop, a water well and a surface discharge private sewage disposal system.

ANALYSIS:

- Alignment with Statutory Plans as follows:

Requirement	Proposed	Status
MDP – requires agricultural parcels to be a minimum of 80 ac in size less any residential subdivisions	<ul style="list-style-type: none">• Proposed Lot 1 is 75.81 ac, with a previous subdivision of the fragment on NE side of Hwy 33.• Lot 1 is smaller than minimum agricultural parcel size due to a previous subdivision of the fragment on the NE side of Hwy 33; however, generally conforms to this policy• Proposed Lot 2 is 232.61 ac in size.	Subdivision Authority Discretion – permissible
MDP – maximum 4 parcels per quarter; up to 3 country residential parcels	<ul style="list-style-type: none">• Subdivision will create 2 agricultural parcels + acreage in the SW quarter and 1 agricultural parcel in the NW quarter	Meets requirements
LUB – min. area of 1.0 ac for residential use parcel; max. area of 15 ac	<ul style="list-style-type: none">• N/A as 2.12 ac parcel was previously subdivided out	Subdivision Authority Discretion – not permissible

- Access to proposed lot will be from Hwy 763.
 - Approaches to both lots are built to County standards.
- Reserves are not eligible as the land is to be subdivided into lots of 16.0 ha or more.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

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

1. That the instrument affecting this tentative plan of subdivision have the effect of consolidating that portion of SW 30-61-5-W5 being subdivided with NW 19-61-5-W5 in such a manner that the resulting title cannot be further subdivided without Subdivision Authority approval.
2. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into an agreement with Alberta Transportation for the provision of a 30 metre wide service road right of way south of road plan 3262PX throughout proposed Lot 1. To this respect, a Caveat shall be registered against the Certificate of Title by Alberta Transportation concurrently with the registration of the instrument effecting this plan of subdivision.

Alternatively,

That the Plan of Survey implementing the proposed plan of subdivision provide a 30 metre wide service road throughout proposed Lot 1 south of road plan 3262PX.

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:
 - a. Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the private sewage disposal system, potable water sources, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed Lot 1, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
4. That taxes are fully paid when final approval (endorsement) of the instrument effecting 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.*

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 subdivision application 25-SUB-074, proposing to subdivide SW 30-61-5-W5, into 2 agricultural lots and consolidate the remainder with NW 19-61-5-W5, and further that the approval is subject to the conditions presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 25-SUB-074 BY MPS STAFFDATE RECEIVED: May 20, 2025DEEMED COMPLETE: May 29, 2025

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
Doug & Anne Hiemstra & Ronald & Pauline Hiemstra

Address, Phone Number, and Fax Number
Redacted

2. Name of person authorized to act on behalf of owner (if any)
Don Wilson Surveys Ltd.

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 ^{Pt. SW} 19 ³⁰ 19 ⁶¹ 61 ⁵ 5 ⁵ 5 WEST OF 5 MERIDIAN.

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

Area of the above parcel of land to be subdivided 124.8 hectares (308.42 acres)

Municipal address (if applicable) 61411 Highway 763 & 61329 Highway 763

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: 763 & 33

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

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)
<u>Agricultural</u>	<u>Agricultural</u>	<u>Agricultural District</u>

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)
<u>Mixed</u>	<u>Brush, Shrubs, Tree Stands, Woodlots</u>	<u>Gray Wooded</u>

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, 5 Sheds, House & Garage, 2 Shops

Water Well, Surface Discharge

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

I Nate Wilson For: Don Wilson Surveys Ltd.

hereby certify that ☐ I am the registered owner OR

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

Redacted

April 24, 2025

IF THE Redacted IS THE REGISTERED LANDOWNER, PLEASE COMPLETE FORM 4

Signature

Date

PLAN SHOWING PROPOSED SUBDIVISION OF

Pt. S.W. SEC.30 - TWP.61 - RGE.5 - W5M &

N.W. SEC.19 - TWP.61 - RGE.5 - W5M

COUNTY OF BARRHEAD NO. 11

Titled Area: 124.39 ha (307.61 ac)

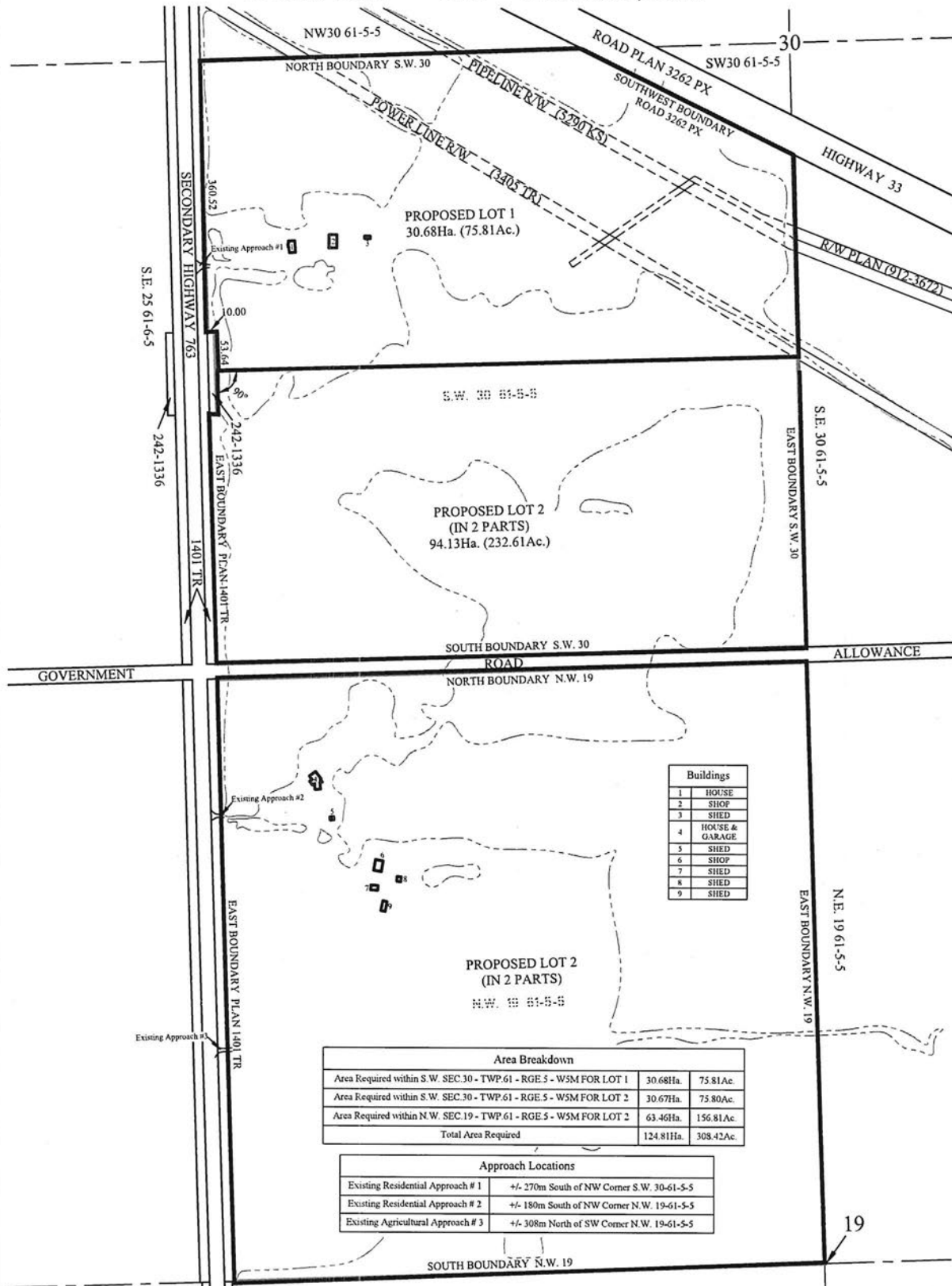
Proposed Lot 1: 30.68 ha (75.81 ac)

Proposed Lot 2: 94.13 ha (232.61 ac)

SCALE: 1:5000

2025

D. WILSON, A.L.S



NOTES: PROPOSED LOT BOUNDARY SHOWN THUS:
DISTANCES ARE IN METRES AND DECIMALS THEREOF
EDGE OF TREELINE SHOWN THUS:
EDGE OF WATER FEATURES SHOWN THUS:

DON WILSON SURVEYS LTD.
BOX 4120, BARRHEAD, ALBERTA
T7N 1A1 PHONE: (780) 674-2287
FILE: 25059 DATE: APRIL 22, 2025

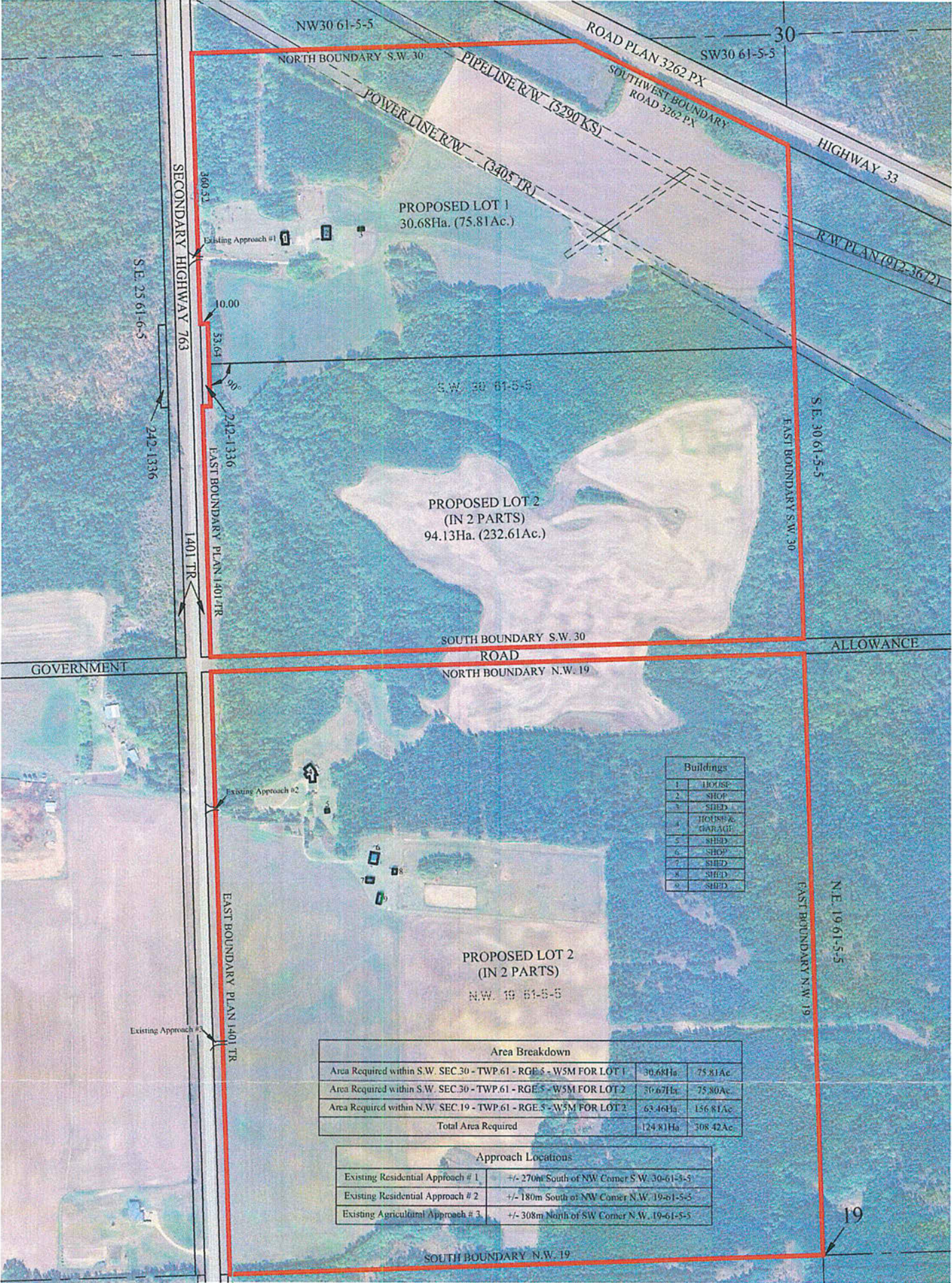
PLAN SHOWING PROPOSED SUBDIVISION OF

S.W. SEC.30 - TWP.61 - RGE.5 - W5M &

N.W. SEC.19 - TWP.61 - RGE.5 - W5M

COUNTY OF BARRHEAD NO. 11

SCALE: 1:5000 2025 D. WILSON, A.L.S



NOTES: PROPOSED LOT BOUNDARY SHOWN THUS:
DISTANCES ARE IN METRES AND DECIMALS THEREOF
EDGE OF TREELINE SHOWN THUS:
EDGE OF WATER FEATURES SHOWN THUS:

DON WILSON SURVEYS LTD.
BOX 4120, BARRHEAD, ALBERTA
T7N 1A1 PHONE: (780) 674-2287
FILE: 25059 DATE: APRIL 22, 2025

Subdivision Report



FILE INFORMATION

File Number: 25-SUB-074 **Date Acknowledged:** May 29, 2025
Municipality: County of Barrhead No. 11 **Referral Date:** May 29, 2025
Legal: Pt. SW 30-61-5-W5 & NW 19-61-5-W5 **Decision Due Date:** July 28, 2025
Applicants: Nate Wilson, Don Wilson Surveys **Date of Report:** June 3, 2025
Owners: Doug & Anne Hiemstra & Ronald & Pauline Hiemstra

Existing Use: Agriculture	Gross Area of Parcel: 124.39 ha (307.61 ac)
Proposed Use: Agriculture	Net Area of remainder: 94.13 ha (232.61 ac)
District: Agriculture	Net Area of Lot 1: 30.68 ha (75.81 ac)
Soil Rating: 50.0%, 8.5%, 6.5%, & 33.0%	Reserve Status: Not required

1. SITE DESCRIPTION AND ANALYSIS

This proposal would subdivide a previously subdivided agricultural quarter section, Pt. SW 30-61-5-W5, into two (2) agricultural lots and consolidate the remainder with NW 19-61-5-W5. The proposed subdivision will increase the number of titles in the SW quarter section from 2 to 3.

The subject site is adjacent to Highway 763 (western boundary), is adjacent to an undeveloped government road allowance (southern boundary of SW quarter), and is adjacent to Highway 33 (northeast boundary). Access to proposed Lot 1 and to the remainder will be from Highway 763. The site is in the northern portion of the County of Barrhead No. 11, approximately 1.0 miles (1.6 km) south of the Athabasca River and Woodlands County.

From a review of the available municipal and provincial data, the subject site is **not affected by:**

- An identified historic resource; or
- Flood hazard lands.

The subject site **is affected by:**

- A high risk watershed;
- 2 abandoned wells within SW 30;
- A Highway;
- Pipelines (P62485-6, P57170-5, P1975-28, & P21228-14) within SW 30;
- Wetlands identified on the Provinces Merged Wetland Inventory within NW 19; and
- A license, permit, approval, or other registration issued under the *Water Act* for which the Minister of Environment & Protected Areas is responsible (to excavate below the water table) within SW 30.

Proposed Lot 1 is 30.68 ha (75.81 ac) in size. Proposed Lot 1 is developed and contains 2 abandoned wells, pipelines, pasture lands, cultivated lands, treed areas, a house, a shop, a shed, a water well, and a surface

discharge PSDS. Proposed Lot 1 is located within a high risk watershed area. Proposed Lot 1 has an existing approach from Highway 763. Any new or existing approach must be up to County standards. The proposed lot appears to be suitable for the proposed use (agricultural).

The remainder is 94.13 ha (232.61 ac) in size. The remainder will be composed of the southern half of SW 30 and the entirety of NW 19 consolidated. SW 30 and NW 19 are separated by an undeveloped government road allowance. A portion of this road allowance appears to be being cultivated based on aerial photography. The County has indicated that this road allowance will not be developed in the future and may be consolidated into the remainder in the future once a road closure bylaw for the area has been approved at the discretion of Council. The remainder is developed and contains cultivated lands, treed areas, wetlands, a house, a garage, 4 sheds, a shop, a water well, and a surface discharge PSDS. The remainder is located within a high risk watershed area. The remainder has an existing approach from Highway 763. Any new or existing approach must be up to County standards. The proposed lot appears to be suitable for the proposed use (agricultural).

The County assessment sheets show the subject site as being comprised of 95.46 acres at 6.5% & 58.00 acres at 33.0% in the NW quarter and 72.00 acres at 50.0% & 76.15 acres at 8.5% in the SW quarter.

In the opinion of the planner, the subdivision should not significantly impact the agricultural capability of the quarter section.

The proposed subdivision appears reasonable. There appears to be reasonable building sites on the proposed lot and on the remainder of the titled area and access requirements can be met.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
Co. of Barrhead	<ul style="list-style-type: none"> • Development Agreement not required. Adj to HWY 763. • Accesses and approaches not required • Reserves are not required. • Proposal conforms to the County's MDP and LUB • Site is not within 1.5 km of a sour gas facility • Site is not within 2 miles of an existing or proposed CFO • Property taxes are outstanding.
Alberta Forestry & Parks (Bruce)	<ul style="list-style-type: none"> • No concerns. • Alberta Forestry and Parks, Lands Delivery notes that there are potential wetland policy implications if further development on these properties occurs.
Water Act (Capital Region)	<ul style="list-style-type: none"> • No response.
Alberta Energy Regulator	<ul style="list-style-type: none"> • No comments provided. • Applicant has indicated that there are abandoned wells within the site.
Transportation & Economic Corridors	<ul style="list-style-type: none"> • The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation,

	<p>Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.</p> <ul style="list-style-type: none"> • The requirements of Section 19 of the Regulation are not met. To ensure future access management requirements are met a service road is required. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation. • The Matters Related to Subdivision and Development Regulation states that when the subdivision proposal does not meet the requirements of Section 18(3), the subdivision authority must require the developer to provide service road that is satisfactory to Transportation and Economic Corridors. Given the nature of this proposal, to meet the requirements of Section 19(2) of the regulation Transportation and Economic Corridors would be satisfied if the subdivision authority required the following: Dedication of a 30 meter wide service road right-of-way by Metes and Bounds south of road plan 3262PX, in the NE corner of proposed lot 1, at no cost to Transportation and Economic Corridors. In this instance Transportation and Economic Corridors is willing to accept the service road registration by caveat. Transportation and Economic Corridors requires that any appeal of this subdivision be referred to the Land and Property Rights Tribunal (Section 678(2) of the Municipal Government Act). • The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act. • Regarding the caveat for service roads, please advise the applicant that service road agreements are required to be signed and are to be submitted by their surveyor or consultant via our RPATH web portal as an "Approval Request" "Service Road Agreement". The link to RPATH is https://goaproduct.service-now.com/rpath for execution on behalf of the Crown.
Canada Post (Mark)	<ul style="list-style-type: none"> • No response.
Woodlands County	<ul style="list-style-type: none"> • No response.
Pembina Pipeline Corporation	<ul style="list-style-type: none"> • Construction, development, encroachment, and digging activities can cause damage to pipelines and put those near them at risk. A written crossing agreement must be obtained before any planned activity that will require a crossing of pipeline infrastructure, including: <ul style="list-style-type: none"> o Construction of a facility across, on, along, or under a pipeline (including within the ROW).

	<ul style="list-style-type: none"> o Ground disturbance activities (activity resulting in a disturbance of the earth to a depth greater than 30cm, any activity that reduces the earth cover over any pipeline to less than the cover provided when the pipeline was installed, or cultivation activity to a depth greater than 45 cm below the surface of the ground) in the Prescribed Area/ Controlled Area, 30 meters (100 feet) on either side of the pipeline. o Operation of a vehicle or mobile equipment across a ROW outside the traveled portion of a highway or public road. o Any activity that the company deems may negatively impact the pipeline's safety. o Please be advised that an A/C interference study may be required for power crossings at the applicant's cost. It is recommended that all documentation be submitted as soon as possible to avoid potential construction delays. <ul style="list-style-type: none"> • Any activity within 30m of Pembina's infrastructure requires an onsite representative from Pembina. • Before starting any ground disturbance near the ROW, you or your contractor must notify the local One-Call Notification Centre by going to www.clickbeforeyoudig.com. • For more information on safety around Pembina pipelines, crossing agreement written consent, and other important safety information, please visit https://www.pembina.com/safety/safetyaround-pipelines/. Crossing agreement applications can be submitted to landrequests@pembina.com.
Axiom Oil & Gas Inc	<ul style="list-style-type: none"> • No concerns.
West Lake Energy Corp	<ul style="list-style-type: none"> • No response.
FortisAlberta Inc	<ul style="list-style-type: none"> • No objections. • No easement required. • FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.
Telus Communications	<ul style="list-style-type: none"> • No concerns.
Apex Utilities	<ul style="list-style-type: none"> • No objections. • Please notify Utility Safety Partners at (800) 242-3447 to arrange for "field locating" should excavations be required within the described area. • Any relocation of existing facilities will be at the expense of the developer and payment of contributions required for new gas facilities will be the responsibility of the developer.

Pembina Hills School Division	<ul style="list-style-type: none"> • No objections • No Reserves requested.
Alberta Health Services	<ul style="list-style-type: none"> • No response.

Adjacent landowners were notified on May 29, 2025. *No comments from adjacent landowners were received.*

3. STATUTORY ANALYSIS

MDP AND LUB REQUIREMENTS

The subject site is designated “Agriculture” in the County of Barrhead No. 11 *Municipal Development Plan Bylaw 4-2010* (MDP). Farming is the intended use of the land. **Policy 3.1.3(12)** indicates that the minimum agricultural parcel size shall be 32.4 ha (80.0 ac) less any allowed subdivisions. The proposed remainder is 94.13 ha (232.61 ac) in size and proposed Lot 1 is 30.68 ha (75.81 ac). Proposed Lot 1 is smaller than the minimum agricultural parcel size due to a previous subdivision of the fragment on the northeast side of Highway 33. The proposed lot and remainder generally conform to this policy. **Policy 3.1.3(13)** indicates that the maximum number of agricultural parcels per quarter section shall be two. This subdivision will create 2 agricultural parcels in the SW quarter section and 1 agricultural parcel in the NW quarter section. **Therefore, the proposed subdivision conforms to the County’s Municipal Development Plan.**

The subject site is in the Agricultural (AG) District in the County of Barrhead No. 11 *Land Use Bylaw 4-2024* (LUB). **Regulation 12.4.1** indicates that the minimum parcel area for agricultural use is 32.4 ha (80.0 ac) except where a parcel has been subdivided. The proposed remainder is 94.13 ha (232.61 ac) in size and conforms to this regulation. Proposed Lot 1 is 30.68 ha (75.81 ac) and is smaller due to a previous subdivision. **Regulation 12.4.1(c)** indicates that the maximum parcel density shall be in accordance with the Municipal Development Plan. **Therefore, this subdivision conforms to the County’s Land Use Bylaw.**

MGA AND SDR REQUIREMENTS

Section 8 of the *Subdivision and Development Regulation*, AR 43/2002 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 7 of the *Regulation*. Section 7 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*, AR 229/1997; 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*, AR 229/1997
- use of land in vicinity
- other matters

the proposed subdivision appears satisfactory.

A note following the decision indicates the Subdivision Authority's consideration of these matters and satisfies the *Regulation* in this regard.

Sections 9 through 16 of the *Subdivision and Development Regulation* are satisfied.

APPEAL BOARD

The subject site is not in the Green Area, does not contain an approved confined feeding operation, and is not within the setback distance to a landfill or wastewater treatment facility.

The subject site is within the referral distance of a highway and is affected by s.678(2)(a)(i)(B) of the *Act*.

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 licenses, and 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 reviewed the Alberta Environment & Parks Authorization (AEP) Viewer, which did identify a license, permit, approval, or other registration issued under the *Water Act* for which the Minister of Environment & Protected Areas is responsible (to excavate below the water table). The subject site is affected by s. 678(2)(a)(i)(D) of the *Act*.

The subject site contains wetlands, is within the referral distance of a highway, contains facilities with AER licenses, and registrations issued under the *Water Act* for which the Minister of Environment & Protected Areas is responsible. Therefore, in the opinion of the planner, appeal lies to the Land and Property Rights Tribunal.

RESERVES

Section 663(a) of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, applies to the proposed subdivision and Reserves are not due.

4. SUMMARY

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

1. Consolidation
2. AT Service Road
3. RPR & Septic Inspection
4. Taxes up to date

5. RECOMMENDATION

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

1. That the instrument affecting this tentative plan of subdivision have the effect of consolidating that portion of SW 30-61-5-W5 being subdivided with NW 19-61-5-W5 in such a manner that the resulting title cannot be further subdivided without Subdivision Authority approval.
2. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into an agreement with Alberta Transportation for the provision of a 30 metre wide service road right of way south of road plan 3262PX throughout proposed Lot 1. To this respect, a Caveat shall be registered against the Certificate of Title by Alberta Transportation concurrently with the registration of the instrument effecting this plan of subdivision.

Alternatively,

That the Plan of Survey implementing the proposed plan of subdivision provide a 30 metre wide service road throughout proposed Lot 1 south of road plan 3262PX.

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:
 - a. Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the private sewage disposal system, potable water sources, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed Lot 1, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
4. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.



REQUEST FOR DECISION

July 15, 2025

D

TO: COUNCIL

**RE: SUBDIVISION APPLICATION – SW 30-58-5-W5
CONRAD - MUNICIPAL PLANNING FILE NO 25-SUB-079**

ISSUE:

Application has been received proposing to subdivide a developed 5.20 ha (12.86 ac) country residential lot from a previously unsubdivided quarter section, SW 30-58-5-W5.

BACKGROUND:

- Land is in the Agricultural District under Land Use Bylaw 4-2024.
- Land was previously unsubdivided.
- Proposed lot is a 12.86 ac lot which includes a house, garage, outbuildings wetlands, a water well and a surface discharge private sewage disposal system.
- Proposed lot is in 2 parts and is separated by Road Plan 602CL.
- Remainder of the parcel is vacant and includes wetlands and an intermittent watercourse.

ANALYSIS:

- Alignment with Statutory Plans as follows:

Requirement	Proposed	Status
MDP – minimum area of 3 ac & maximum area of 10 ac for developed country residential parcel in Ag District	12.86 ac farmstead separation with supporting RPR	Subdivision Authority Discretion - permissible
MDP – discretion of subdivision authority can consider up to 15 ac with the submission of a RPR		Subdivision Authority Discretion – permissible
MDP – maximum 4 parcels per quarter; up to 3 country residential parcels	1 county residential lot + remainder agricultural parcel for a total of 2 parcels	Meets requirements
LUB – min. area of 1.0 ac for residential use parcel; max. area of 15 ac	12.86 ac farmstead separation with supporting RPR	Meets requirements

- Access to proposed lot and the remainder will be from Range Road 60.
 - Approaches to both lots are built to County standards.
- A Land Acquisition Agreement is required for road widening along Range Road 60.
- Reserves are not eligible as this is the 1st parcel out of the quarter.
- Wetlands do impact the quarter; however suitable building sites still exist.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

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

1. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the *Municipal Government Act*, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-foot wide future road widening on the western boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
2. That prior to endorsement of an instrument affecting this plan, 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:
 - a) Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the improvements, including the private sewage disposal system, potable water sources, shelter belts, driveways, above-ground appurtenances, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b) certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on Proposed Lot 1, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
3. 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.*

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 subdivision application 25-SUB-079 proposing to create a 5.20 ha (12.86 ac) Country Residential lot within SW 30-58-5-W5, and further that the approval is subject to the conditions presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 25-SUB-079

DATE RECEIVED: May 22, 2025

DEEMED COMPLETE: May 30, 2025

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

Gerald & Roberta Conrad

Address, Phone Number, and Fax Number

Redacted

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

Don Wilson Surveys Ltd.

Address, Phone Number, and Fax Number

Box 4120 Barrhead AB T7N 1A1 780-674-2287

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL ☐ PART ☒ of the SW 1/4 SEC. 30 TWP. 58 RANGE 5 WEST OF 5 MERIDIAN.Being ALL ☐ PART ☐ of LOT BLOCK REG. PLAN NO. C.O.T. NO. 972 002 118

Area of the above parcel of land to be subdivided 5.20 hectares (12.86 acres)

Municipal address (if applicable) 58403 Rge. Rd. 60

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: Creek, Paddle River

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	CR	AG-Agricultural District

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

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

7. STRUCTURES AND SERVICING

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

House w/attached garage, Butcher Shop, 4 Portable Sheds, Pole Shelter, Pole Shed, Well Pump Cover, Grain Bin, Chicken Coop, Wood Granary

Describe the manner of providing water and sewage disposal.

Water Well & Surface Discharge, 2 Holding Tanks

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

I, Nate Wilson For: Don Wilson Surveys Ltd.

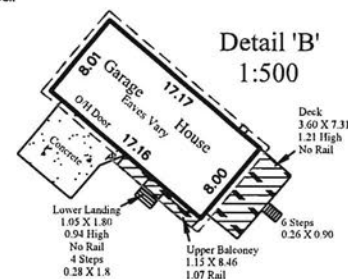
hereby certify that ☐ I am the registered owner OR☒ I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Redacted

Signature

May 15, 2025

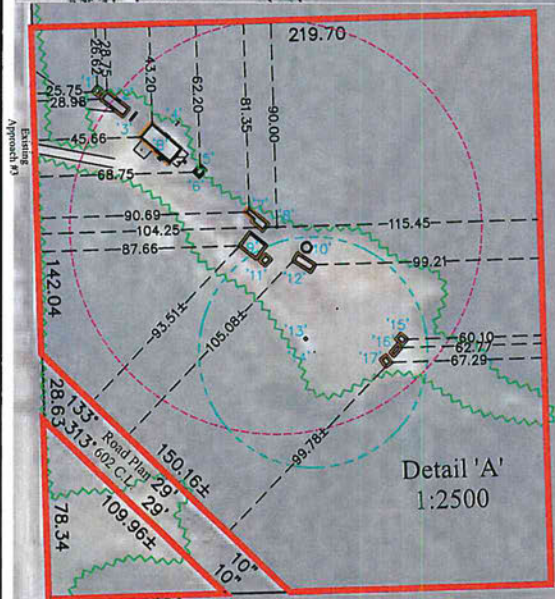
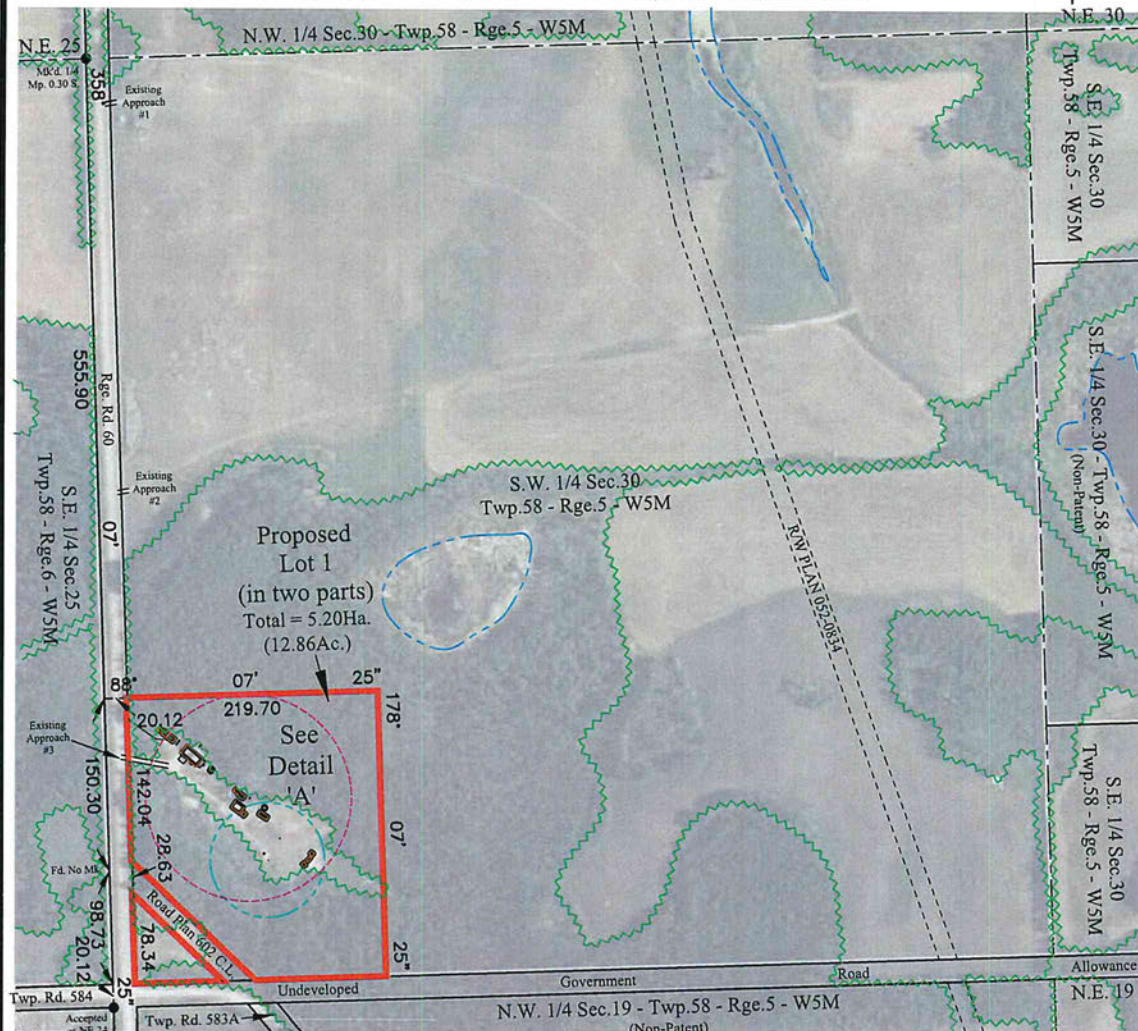
Date



DON WILSON SURVEYS LTD.
BOX 4120, BARRHEAD, ALBERTA
T7N 1A1
PHONE: (780) 674-2287
FILE: 25104
DATE: MAY 13, 2025

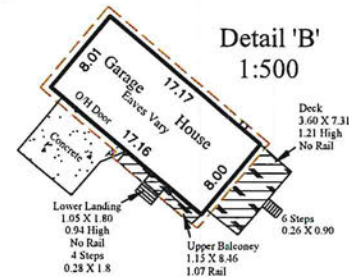
PLAN SHOWING PROPOSED SUBDIVISION OF

Part of S.W. 1/4 SEC.30 - TWP.58 - RGE.5 - W5M
58463 Rge. Rd. 60 - COUNTY of BARRHEAD No. 11
SCALE:1:5000 2025 D. WILSON, A.L.S.



Approach Locations		
Existing Approach #1	Agricultural	37.5m± South of N.W. Corner of S.W. 1/4 Sec. 30
Existing Approach #2	Agricultural	177.8m± North of N.W. Corner of Proposed Lot 1
Existing Approach #3	Agricultural	50.7m± South of N.W. Corner of Proposed Lot 1

- | | | |
|--|--|---|
| '1' Portable Shed
Eaves @ 0.20
2.52 X 2.81 | '11' Wood Granary
Eaves @ 0.15
3.09 X 3.68 | '15' Portable Shed
Eaves @ 0.15
3.07 X 3.68 |
| '2' Butcher Shop
Eaves Vary
4.32 X 12.30 | '12' Pole Shelter
(on skids)
Eaves @ 0.05
3.67 X 9.12 | '16' Portable Shed
Eaves @ 0.05
2.15 X 4.86 |
| '3' Propane Tank | '13' Well Pump Cover
Eaves @ 0.15
3.07 X 3.69 | '17' Portable Shed
Eaves @ 0.15
3.07 X 3.69 |
| '4' Holding Tanks | '14' Well | |
| '5' Well | | |
| '6' Shed
3.15 X 3.85 | | |
| '7' Chicken Coop
Eaves Vary
Not Square | | |
| '8' Surface Discharge | | |
| '9' Pole Shed
Eaves @ 0.05
7.33 X 9.12 | | |
| '10' Grain Bin | | |



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: ————
90m DIAMETER AROUND SURFACE DISCHARGE SHOWN THUS: ————
50m DIAMETER AROUND WELL SHOWN THUS: ————

DON WILSON SURVEYS LTD.
BOX 4120, BARRHEAD, ALBERTA
T7N 1A1
PHONE: (780) 674-2287
FILE: 25104
DATE: MAY 13, 2025



Subdivision Report FILE INFORMATION

File Number: 25-SUB-079
Municipality: County of Barrhead No. 11
Legal: SW 30-58-5-W5
Applicants: Nate Wilson, Don Wilson Surveys
Owners: Gerald & Roberta Conrad

Date Acknowledged: May 30, 2025
Referral Date: May 30, 2025
Decision Due Date: July 29, 2025
Revised Decision Date: N/A
Date of Report: June 17, 2025

Existing Use: Agriculture
Proposed Use: Country Residential
District: Agriculture (A)
Soil Rating: 47.0%, 7.0%, & 39.0%

Gross Area of Proposed Parcel: 5.20 ha (12.86 ac.)
Area of Remainder: 59.1 ha (146.49 ac.)
Reserve Status: Not Required (1st parcel out)

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide a developed 5.20 ha (12.86 ac.) country residential lot from a previously unsubdivided quarter section, SW 30-58-5-W5, in the County of Barrhead No. 11.

The subject site is in the western portion of the County of Barrhead No. 11, approximately 0.5 km (0.31 miles) southwest of the Paddle River and approximately 3.2 km (2.0 miles) east of Lac Ste Anne County. The subject site is adjacent to Range Road 60 (western boundary) and to an undeveloped road allowance (southern boundary). Access to the proposed lot and the remainder is from Range Road 60. Access requirements can be met.

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

- abandoned wells;
- floodway or flood fringe lands (identified on the Province's Flood Hazard Mapping data);
- an identified historic resource;
- an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas is responsible; or
- a highway.

The site may be affected by:

- pipelines or utility rights of way (P37429-1); and
- wetlands and an intermittent watercourse identified on the Merged Wetland Inventory and ortho photo analysis within the proposed lot and the remainder.

From the application, the proposed use is "country residential."

Proposed Lot 1 is developed and is 5.20 ha (12.86 ac.) in area. The proposed lot is in 2 parts and is separated by Road Plan 602CL. The proposed lot includes a house, garage, outbuildings, wetlands, a water well and a surface discharge PSDS. Access to the proposed lot is from Range Road 60. 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, a pipeline (P37429-1), wetlands, and an intermittent watercourse. Access to the remainder is from Range Road 60. 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 43.00 acres at 47.0%, 62.35 acres at 7.0%, and 51.00 acres at 39.0%. The proposed parcel is developed and does not appear to include cultivated lands.

In the opinion of the planner, the proposed subdivision of a developed country residential 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 the proposed lot and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead No. 11	<ul style="list-style-type: none"> • A Land Acquisition Agreement is required for road widening on Range Road 60. • Accesses and approaches are not required. • Reserves are not required. • Property taxes are not outstanding. • The proposal conforms to the County's LUB and MDP. • Site is not within 1.5 km of sour gas facility. • Site is not within 2 miles of a CFO.
2. Forestry & Parks (Bruce)	<ul style="list-style-type: none"> • No objections. • The department notes that there are potential wetlands on the proposed lot to be taken into consideration if future development is to occur.
3. Alberta Energy Regulator	<ul style="list-style-type: none"> • No response. • The applicant has indicated that the site is not affected by abandoned wells.
4. Canada Post (Mark)	<ul style="list-style-type: none"> • No response.
5. Lac Ste Anne County	<ul style="list-style-type: none"> • No response.
6. Blue Sky Resources	<ul style="list-style-type: none"> • No response.
7. Wildrose REA	<ul style="list-style-type: none"> • No response.
8. FortisAlberta	<ul style="list-style-type: none"> • No objections. • No easement is required. • FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services.
9. Telus Communications	<ul style="list-style-type: none"> • No concerns.
10. Ste Anne Gas Co-op	<ul style="list-style-type: none"> • No response.
11. Pembina Hills School Division	<ul style="list-style-type: none"> • No objections. • There is no agreement regarding the allocation of Reserves. • No Reserves requested.
12. Alberta Health Services	No response.

Adjacent landowners were notified on 2 June 2025. ***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(13)** 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. The proposed subdivision will create

5.20 ha (12.86 ac) for country residential parcels within the quarter section. **Section 3.2.3(14)** indicates that the maximum number of parcels per quarter section for agricultural and residential use shall be 4. The proposed subdivision will create 2 parcels for agricultural and residential use within the quarter section. **Section 3.2.3(16) and 3.2.3(17)** indicate that a maximum of 2 parcels per quarter section are allowed for agricultural use and a maximum of 3 parcels per quarter section for residential use. The proposed subdivision creates 1 agricultural parcel and 1 residential parcel within the quarter section. **Section 3.2.3(24) and 3.2.3(25)** indicate that the normal minimum area for farmstead separations is 1.2 ha (3.0 ac) and the normal maximum area is 4.04 ha (10 ac). However, a farmstead separation of up to 6.06 ha (15.0 ac) may be allowed for farmstead structures and low lying areas. The proposed lot is 5.20 ha (12.86 ac) in size and exceeds the maximum area to include low lying areas. **Therefore, the proposed subdivision may conform 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). Manufactured homes and single detached dwellings are permitted uses in the district. 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 5.20 ha (12.86 ac.) and is consistent with this regulation. **Therefore, the proposed subdivision conforms to the County's Land Use Bylaw.**

MGA AND MRSDR REQUIREMENTS

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

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

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

the proposed subdivision appears satisfactory.

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

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

RESERVES

The proposed subdivision will create the first parcel out of the quarter section. 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 not an approval, license or registration issued under the Environmental Protection and Enhancement Act for which the Minister of Environment & Protected Areas and/or Forestry & Parks is responsible. Determination of the appeal board is not affected by s. 678(2)(a)(i)(D) of the Act.

The subject site is affected by wetlands, and contains facilities with AER licenses, 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: RR 60
2. RPR & Private Sewage Inspection
3. Taxes up to date

5. RECOMMENDATION

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

1. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the Municipal Government Act, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-foot wide future road widening on the western boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
2. That prior to endorsement of an instrument affecting this plan, 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:
 - a. Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the improvements, including the private sewage disposal system, potable water sources, shelter belts, driveways, above-ground appurtenances, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on Proposed Lot 1, will satisfy

the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.

3. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.



REQUEST FOR DECISION

JULY 15, 2025

E

TO: COUNCIL
RE: 2025 MEMBER-AT-LARGE APPOINTMENT TO LIBRARY BOARD

ISSUE:

Current member-at-large for the Barrhead Library Board has resigned and a replacement appointment is required.

BACKGROUND:

- Town and County of Barrhead entered into an agreement for an Intermunicipal Library Board on February 14, 2012.
 - Requires 7 members at large who may be residents of either the County of Barrhead or the Town of Barrhead, one of which shall be from the Neerlandia Library Society.
 - Appointments require approval from Council for both County and Town of Barrhead representatives
- October 15, 2024 – Council for the County of Barrhead appointed Councillor Kleinfeldt as the County representative on the Barrhead Public Library Board.
- June 17, 2025 – Library provided a candidate for consideration, as member-at-large, S. Bablitz, has resigned and library administration would like the position filled rather than leave it vacant.
- New member-at-large appointment is for current 3-year term expiring December 31, 2026.

ANALYSIS:

- Barrhead Library Board was consulted regarding member-at-large appointment.
- June 24, 2025 – Town of Barrhead Council approved Cheyenne Tisher as a member-at-large to the Barrhead Public Library Board.
 - Appointments require approval from both Conty and Town of Barrhead
- Council’s consideration of the recommendation from the Barrhead Library Board and evaluation of applicant may require Council to move to an in-camera session under *ATIA (Access to Information Act) s. 22 Confidential Evaluations* during the July 15, 2025, regular meeting of Council.

STRATEGIC ALIGNMENT:

Appointment of public members to boards and committees to represent the County 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.
Goal	4.3 County demonstrates leadership.

ADMINISTRATION RECOMMENDS THAT:

Council appoint 1 member-at-large to the Barrhead Library Board effective immediately to replace a member-at-large whose term expires December 31, 2026 as recommended by the Barrhead Library Board.

Cheyenne Tischer

Redacted

Barrhead, Alberta

Redacted

Redacted ATIA Sec. 20 Personal Information

May 27, 2025

Barrhead Public Library

5103 53 Ave

Barrhead, AB T7N 1N9

Subject: Notice of Intent to Serve on the Barrhead Public Library Board

To whom it may concern,

Please accept this letter as my formal expression of interest in joining the Barrhead Public Library Board. As a dedicated library member and community advocate, I would be excited to contribute to the continued success and impact of our local library.

After attending a recent Library Board meeting and learning of the vacancy, I felt inspired to put my name forward. I believe strongly in the role the library plays in strengthening our community—supporting literacy, offering access to knowledge, and providing a welcoming space for people of all ages.

In my current role as the Marketing and Member Relations Coordinator with Pembina West Co-op, I plan and promote community events, engage with a wide range of community members, and help create meaningful connections in the communities I am a part of. I believe these skills, paired with my passion for community development and lifelong learning, make me a strong candidate for the board.

I welcome the opportunity to contribute to the library's mission and work alongside others who care deeply about the well-being of our community.

Thank you for considering my application.

Sincerely,

Redacted

Cheyenne Tischer



REQUEST FOR DECISION

July 15, 2025

F

TO: COUNCIL

RE: APPOINTMENT OF DEVELOPMENT AUTHORITY OFFICER

ISSUE:

Administration is requesting Council to appoint a new Development Authority Officer in accordance with Land Use Bylaw 04-24.

BACKGROUND:

- Purpose of Bylaw 4-2024 Land Use Bylaw is to
 - a) Regulate the use and development of land and buildings within the County of Barrhead to achieve the orderly and economic development of land;
 - b) Divide the County of Barrhead into Land Use Districts;
 - c) Prescribe and regulate for each Land Use District the purpose for which land and buildings may be used unless the district is designated as a Direct Control District pursuant to Section 641 of the Municipal Government Act, RSA 2000, c M-26 (the Act), as amended or replaced;
 - d) Establish the Development Authority for the County of Barrhead;
 - e) Establish a method of making decisions on applications for development permits including the issuing of development permits;
 - f) Establish a method of making decisions on applications for subdivision approval in accordance with the provisions of the Act and its regulations;
 - g) Provide the manner in which notice of the issuance of a development permit is to be given;
 - h) Establish a system of appeals against the decisions of the Subdivision Authority and the Development Authority; and
 - i) Establish the number of dwelling units permitted on a parcel of land.
- In addition to the above, the Land Use Bylaw shall follow:
 - a) *Municipal Government Act*, RS 2000, c M -26
 - b) *Matters Related to Subdivision & Development Regulation*, AR84/2022, as amended or replaced; and
 - c) *Provincial Land Use Policies* (or, where applicable, a regional plan adopted under the *Alberta Land Stewardship Act*, S.A. 2009, c. A-26.8, as amended or replaced).
- December 2024 - previous Development Authority Officer resigned and powers, duties and functions were transferred to the CAO until a new employee could be hired.
- May 2025 - a new Development Officer was hired by the County

- June 2025 – new Development Officer completed training and can now be appointed by Council as the Development Authority Officer.

ANALYSIS:

- As outlined in LUB 4-2024, the Development Authority Officer's authority is as follows:
 - Powers, duties and functions of the Development Authority Officer are described in this Bylaw.
 - Development Authority Officer may sign on behalf of the Development Authority any order, decision, approval, notice, or other thing made or given by the Development Authority or by the Development Authority Officer.
 - Development Authority Officer shall:
 - a) Keep and maintain for inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto and ensure that copies are available at a reasonable charge; and
 - b) Make available for inspection by the public during all reasonable hours, a register of all applications for development permits, including the decisions thereon and the reasons, therefore.
 - In addition to their other duties, the Development Authority Officer shall be a Designated Officer for the purposes of inspection, remedy, enforcement, or action pursuant to Section 542 of the Act.
 - Development Authority Officer may have other duties as directed by Council.
- If Council fails to appoint a Development Authority Officer, duties will remain with the CAO.

STRATEGIC ALIGNMENT:

Appointment of a Development Authority Officer in accordance with the County Land Use Bylaw aligns with the County 2022-2026 Strategic Plan as follows:

PILLAR 1 Economic Growth & Diversity

Outcome *1 County increases its tax base.*

Goal 1.1 County attracts & encourages investment.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council appoint Ms. Layne Mullen as the Development Authority Officer at the County of Barrhead with all powers, duties and functions as outlined in Land Use Bylaw 4-2024.

TO: COUNCIL

RE: RURAL STEWARDSHIP & ENRICHMENT POLICY AG-003

ISSUE:

ASB has requested updates to Policy 62.13 Rural Beautification to include a policy name change and for the policy to include Land stewardship and selection criteria for the Awards.

BACKGROUND:

- July 9, 2024 – ASB through resolution 24-052 requested updates to Policy 62.13 Rural Beautification including name change, inclusion of Land Stewardship, criteria to assist with selection of award recipients and general modernization.
- August 9, 2022 (resolution 22-048) – ASB previously directed administration to rewrite Policy 62.13.
- 2004 - A rural beautification program was created to acknowledge landowners for showing pride in their properties and improving the aesthetics of the community.
 - Policy 62.13 *Rural Beautification* (2016) - states that a maximum of one property per division may be declared a winner each year.
 - Policy 62.03 *Agriculture Conservation Award* (2014) - outlines the ASB responsibility to “sponsor, or co-sponsor, a maximum of one Agriculture Conservation Award in each year to be given to individuals who have demonstrated concern for the environment and have contributed to conservation in the community and/or land under their control”.
- Award winners are posted on the County website. Last recipients were presented their awards in 2025 at the County Appreciation Supper (<https://www.countybarrhead.ab.ca/p/community-recognition>).

ANALYSIS:

- Policy 62.13 *Rural Beautification* is outdated and does not reflect the current ASB structure.
 - References 7 County divisions being able to nominate one recipient per Division
 - Bylaw 6-2019 *Establishment of Agricultural Service Board* has since changed board members to 3 Council Members and 4 Members at Large
- DRAFT Policy AG-003 *Rural Stewardship & Enrichment*:
 - Created the opportunity to update the Policy format to include additional components such as scope, definitions, review cycle etc.
 - Includes guidelines that provide clarity and direction on the following:
 - a) Advertising
 - b) Nominee Eligibility

- Expand eligibility and allow ASB to also recognize an organization for exceptional maintenance of such sites such as community halls, churches, cemeteries, school, etc.
- Allow a recipient to be recognized once every 10 years to acknowledge continued improvement and stewardship compared to the previous one time only.

c) Criteria for Recognition

- Outlines criteria for recipient selection and includes recognition of Land Stewardship.
- Combine components from the Policy 62.13 *Rural Beautification* and 62.03 *Agriculture Conservation Award*.

d) Selection by ASB –

- Reflects changes to the nominations process from one nominee per division to up to a maximum of 3 nominees across the County of Barrhead
 - Identifies level of recognition to be received
- Upon approval of DRAFT Policy AG-003 *Rural Stewardship & Enrichment*, the following 2 policies should be rescinded:
 - 1) Policy 62.13 *Rural Beautification*
 - 2) Policy 62.03 *Agriculture Conservation Award*

ADMINISTRATION RECOMMENDS THAT:

Council approve Policy AG-003 Rural Stewardship & Enrichment as recommended by the ASB.

Council rescind Policy 62.13 Rural Beautification and Policy 62.03 Agriculture Conservation Award

Policy Title: Rural Stewardship & Enrichment

Policy Number: AG-003 Functional Area: Agriculture

PURPOSE

To provide a transparent process for recognizing champions of rural stewardship and enrichment in the County of Barrhead.

POLICY STATEMENT

County of Barrhead fosters a strong, healthy and proud rural community by recognizing champions of rural stewardship and enrichment.

County recognizes individuals, businesses, and organizations that demonstrate exceptional stewardship and contribute to the aesthetics and environmental well-being of the County.

SCOPE

Rural Stewardship & Enrichment Policy applies to the ASB, Agricultural Fieldman, and nominated landowners.

DEFINITIONS

- a) “*Agricultural Fieldman*” means the Agricultural Fieldman of the County of Barrhead or designate.
- b) “*ASB*” means the Agricultural Service Board established by the Council of the County of Barrhead under the authority of the *Agricultural Services Board Act*.
- c) “*County*” means the County of Barrhead No. 11.
- d) “*Owner*” means owner as defined in the *Land Titles Act*, Revised Statutes of Alberta, 2000, and amendments thereto and shall include a renter, lessee or person acquiring the land under an Agreement for Sale.

GUIDELINES

1. Advertising

- 1.1 Annually, the County will advertise for nominations for the Rural Stewardship & Enrichment award, with nominations closing July 15.
 - a) ASB may also nominate landowners directly.

2. Nominee Eligibility

- 2.1 To be considered eligible to be recognized under this policy the nominee must meet the following criteria:
 - a) Be an owner as defined in the *Land Titles Act*
 - b) A registered non-profit society or charitable organization that is responsible for property within the County

- c) A volunteer group, service club or community group that is responsible for property within the County
- d) Be in good standing with the County

2.2 Recipients may win the award one (1) time every 10 years maximum.

3. Criteria for Recognition

3.1 Recipients of this award will be selected by the ASB based on the following criteria:

- a) Exceptional maintenance, improvements and weed control that exceeds general upkeep of the property.
- b) Environmental benefits of responsible management and care of natural resources including but are not limited to improving biodiversity, improving water quality, enhancing soil health, and protecting natural habitats. Examples may include - riparian planting or fencing, erosion control, etc.
- c) Retained or conserved natural areas on land.
- d) Demonstrated benefits of conservation methods.

4. Selection by ASB

- 4.1 Annually, the ASB will consider nominations and may select up to a maximum of three (3) property owners or businesses for recognition of their dedication to improving the aesthetics and/or environmental footprint of the County.
- 4.2 If no property owners are selected for recognition, no awards will be presented for that year.
- 4.3 Individuals or groups selected for recognition as determined by the ASB will also receive registration for 2 people or as deemed appropriate by the Agricultural Fieldman, to an appropriate function paid for by the County, under the ASB budget

REVIEW CYCLE

This policy shall be reviewed by the ASB every 4 years or as the Agricultural Fieldman becomes aware of changes that need to be made.

CROSS-REFERENCE

Land Titles Act

ASB Business Plan

Effective:

Approved by: Council

Resolution No:

Replaces: Rural Beautification No. 62.13
Agriculture Conservation Award Policy 62.03.

Last Review:

Next Review:

COUNTY OF BARRHEAD NO. 11			
Section:	Agricultural Service Board		
Title:	Agriculture Conservation Award	Policy No:	62.03
Pages:	Page 1 of 2		

Purpose

The County of Barrhead No. 11 wishes to foster a strong, healthy and proud rural community and the Agricultural Service Board wishes to acknowledge landowners that work towards this vision.

Policy

The Agricultural Service Board of the County of Barrhead No. 11 will sponsor, or co-sponsor, a maximum of one Agriculture Conservation Award in each year to be given to individuals who have demonstrated concern for the environment and have contributed to conservation in the community and/or land under their control.

Procedure

1. In each year, the ASB will advertise for nominations for the Agriculture Conservation Award, with a nomination deadline of September 30th
2. The recipient of the award will be selected by the ASB.
3. The award will be presented by the ASB at its annual Award Banquet.
4. The ASB will endeavor to secure co-sponsorship of this award from a local business to reduce costs to the ASB, as well as encouraging their involvement in the program.
5. The criteria or guidelines to be considered by the ASB in the selection of an award recipient will include that the nominee:
 - a) Has been farming for a number of years with conservation in mind;
 - b) Has retained natural areas on the lands;
 - c) Farms in a manner that demonstrates care for the environment for the benefit of future generations;

COUNTY OF BARRHEAD NO. 11			
Section:	Agricultural Service Board		
Title:	Agriculture Conservation Award	Policy No:	62.03
Pages:	Page 2 of 2		

- d) Demonstrates an interest in, and incorporates the use of modern technology and practices which contribute to conservation;
- e) Demonstrates that conservation can lead to profitable farming operations;
- f) Intends to continue farming, or shows ongoing concern for conservation;
- g) Advocates to younger generations on the importance of conservation;
- h) Demonstrates to the general public that farmers are good caretakers of the environment.

Cross Reference: Conservation and Stewardship Award Policy

	Date
Approved	July 24, 1990
Amended	April 15, 2014 Note: Policy Previously Called ‘Conservation Award’

COUNTY OF BARRHEAD NO. 11			
Section:	Agricultural Service Board		
Title:	Rural Beautification	Policy No:	62.13
Pages	1 of 1		

Purpose

To acknowledge residents or organizations in the County of Barrhead #11 that show pride of their community by maintaining their farms, yard sights and/or adjacent right of ways next to their property in such a fashion as to display the beauty of this Municipality.

Policy Statement and Guidelines

1. The Agricultural Service Board Members wish to acknowledge those that have made special effort to beautify areas of this County so as to show pride in their properties.
2. The Agricultural Service Board Members would also like to recognize those that help the County in the control of weeds and brush in the ditches by maintaining the right of ways on their own.
3. The Agricultural Service Board may select a maximum of one agricultural or one non-agricultural recipient per division each year for recognition by inviting them to a function where they can be officially recognized for their dedication for improving the beauty of the County of Barrhead. There will be a general alternating between agricultural and non-agricultural participants from year to year. An agricultural recipient will be considered if they own, rent, lease, manage, or otherwise control agricultural land used for production of agricultural products.
4. The Agricultural Service Board Members at an Agricultural Service Board meeting prior to an appropriate function will make selection of individuals that they feel deserve such recognition.
5. The Agricultural Service Board may choose to also recognize an organization for exceptional maintenance of such sites such as community halls, churches, cemeteries, schools, recreation facilities or historical sites to a standard that enhances the beauty of the County of Barrhead #11.
6. Individuals or groups selected for such recognition will have registration for 2 people or as deemed appropriate by the Agricultural Fieldman, for the appropriate function paid by the County of Barrhead, under the Agricultural Service Board budget.

	Date
Approved	July 20, 2004
Amended	June 19, 2007
Amended	September 16, 2014
Amended	March 18, 2016



REQUEST FOR DECISION

JULY 15, 2025



TO: COUNCIL

RE: CPO POLICY PS-015 – RCMP ENCRYPTED RADIO

ISSUE:

To ensure compliance with MOU requirements, a policy has been developed to ensure clear rules and procedures are followed in relation to accessing the RCMP encrypted radio channel(s).

BACKGROUND:

- February 10, 2025 – County entered into an amended Memorandum of Understanding (MOU) with the RCMP, allowing CPO access to the Barrhead RCMP Alberta First Responder Radio Communication System (AFRRCS) radio channel.
 - This allows County CPOs to directly communicate with Barrhead RCMP members, supporting officer safety and allowing for better interagency cooperation and communication.

ANALYSIS:

- Policy PS-015 (DRAFT) includes essential components of the RCMP MOU specific to the access to and use of the RCMP encrypted radio channel.
 - This policy is open to limited revision due to the wording of the RCMP MOU.
- RCMP MOU requires:
 - A Privacy Acknowledgement Form be completed by any CPO accessing the channel,
 - Category II CPIC Access for any CPO accessing the channel,
 - CPOs safeguard information transmitted over the radio from “unauthorized listeners”
 - This includes members of the public, County staff, Councillors and ride along participants.
 - Radios be disabled whenever there are outside the direct control of a CPO.
 - This includes when vehicles require tire replacement, oil changes, and any other routine/emergency maintenance.
 - CPOs to refrain from speaking directly with RCMP radio operators (OCC operators)
 - CPOs do not use the channel to conduct queries or any unnecessary communication.
- Attached Policy PS-015 is prepared in accordance with the following as appropriate:
 - Alberta Public Safety & Emergency Services - Public Security Peace Officer Program Policy & Procedures Manual, October 2023
 - RCMP MOU with the County of Barrhead RE: CPO Program and AFFRCS

- *Peace Officer Act, 2006*
- *Peace Officer (Ministerial) Regulation, 263/2021*
- *Peace Officer Regulation, 291/2006*

STRATEGIC ALIGNMENT:

Council approval of PS-015 CPO RCMP Encrypted Radio aligns with the County 2022-2026 Strategic Plan in the following areas:

PILLAR 3: RURAL LIFESTYLE

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

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

PILLAR 4: GOVERNANCE & LEADERSHIP

Outcome – *Council is transparent & accountable*

GOAL 1 – Create, review & update County policies

ADMINISTRATION RECOMMENDS THAT:

Council approve Policy PS-015 CPO - RCMP Encrypted Radio as presented.

Policy Title: CPO – RCMP Encrypted Radio Use

Policy Number: PS-015

Functional Area: Protective Services

PURPOSE

To ensure compliance with RCMP MOU requirements and security of protected information transmitted via encrypted radio channels by establishing proper procedures.

POLICY STATEMENTS

While on duty, CPOs are permitted to access the encrypted radio channels of the RCMP and other law enforcement agencies. It is vital that information received and transmitted over these radio channels is safeguarded to ensure operational security, personal privacy, and compliance with MOU requirements.

SCOPE

This policy applies to all Community Peace Officers employed by the County of Barrhead.

DEFINITIONS

- a) *“Authorized Listener”* means a CPO who has met the requirements listed in Section 1(a) of this policy.
- b) *“AFRRCS”* means the Alberta First Responder Radio Communications System.
- c) *“County”* means County of Barrhead No. 11.
- d) *“CPIC”* means the Canadian Police Information Centre.
- e) *“CPO”* means a Community Peace Officer employed by the County of Barrhead.
- f) *“RCMP”* means the Royal Canadian Mounted Police.
- g) *“RCMP MOU”* means the Memorandum of Understanding between the RCMP and the County of Barrhead regarding the Peace Officer Program and AFRRCS system.

GUIDELINES

1. General Procedures

- a) Prior to a CPO accessing encrypted RCMP channels, the CPO must:
 - i. Sign a Privacy Acknowledgement Form as found in Appendix B of the RCMP MOU regarding the CPO Program, and
 - ii. Receive Category II CPIC Access.
- b) CPOs shall not utilize the RCMP dispatch talk-group to conduct queries or communicate with the RCMP control operator/dispatcher. CPO may only utilize the talk-group to communicate directly with RCMP members or detachment staff.
 - i. A CPO may communicate with an RCMP control operator/dispatcher when the operator/dispatcher requests information directly from the CPO.
- c) CPOs must safeguard information transmitted via the RCMP talk-groups and will ensure information is not recorded or redistributed.

- d) CPOs are required to ensure radios are disabled whenever radios are outside of the control of an Authorized Listener. For example, when vehicles require servicing such as a tire or windshield replacement, routine maintenance, or an oil change.
- e) CPOs must ensure only Authorized Listeners have access to radio equipment and all speaker sources. To protect information, CPOs are **required** to wear an earpiece when utilizing a portable radio which may transmit information from the RCMP talk-group in a public setting.

2. Review Cycle

This policy shall be reviewed every 4 years or when Administration becomes aware of legislation changes that would affect this policy.

CROSS-REFERENCE

- 1) Alberta Public Safety and Emergency Services – Public Security Peace Officer Program Policy & Procedures Manual, 2023
- 2) *Peace Officer Act, 2006*
- 3) *Peace Officer (Ministerial) Regulation, 263/2021*
- 4) RCMP MOU – Peace Officer Program along with AFRRCS
- 5) AFRRCS Governance Council of Alberta policies and procedures governing the use of AFRRCS radio system

Effective: 2025/XX/XX

Approved by: Council

Resolution No:

Replaces: N/A

Last Review: N/A

Next Review: 2028



REQUEST FOR DECISION

JULY 15, 2025

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TO: COUNCIL

RE: RESCIND POLICIES

ISSUE:

Policy Committee recommends that Council rescind 6 outdated policies.

BACKGROUND:

- June 24, 2025 – Policy Committee met and reviewed the following policies (attached) and recommended that Council rescind all 6:
 - Policy 11.10-03 Assessment Certificates - Fees
 - Policy 12.13 Payment of Grants
 - Policy 12.13 Staff Protection
 - Policy 12.23 Telephone Log & Use
 - Policy 12.25 Staff Meeting
 - Policy 24.04 Provincial Grants

ANALYSIS:

- Policies are guidelines that:
 - provide direction to employees
 - ensure situations are handled consistently
 - guide decision-making and promotes the delegation of decision making to the level that deals with the situation or provides the service
 - reduce misunderstandings and uncertainties
 - address processes, problems or situations that are repetitive or recurring.
- 6 policies listed above are obsolete and no longer serve any purpose for the County. Following table outlines specific issues for each of the 6 policies to support Council's decision to rescind:

Policy	Title	Issue	Action Recommended
11.10-03	Assessment Certificates - Fees	Created in 1986, amended in 1992. Obsolete. Only refers to Bylaw 18-92 which will also need to be repealed at a future meeting through a Repealing Bylaw	Rescind Policy 11.10-03
12.13	Payments of Grants	Created in 1986. Obsolete. Replaced by: Community Grant Policy AD-002	Rescind Policy 12.13
12.16	Staff Protection	Created in 1986. Obsolete. Replaced by: Respectful Workplace Policy HR-003 (created in 2021, reviewed in 2024, next review is 2027), OH&S legislation, etc.	Rescind Policy 12.16

12.23	Telephone Log & Use	Created in 1986. Obsolete	Rescind Policy 12.23
12.25	Staff Meeting	Created in 1986. Obsolete	Rescind Policy 12.25
24.04	Provincial Grants	Revised in 1987. Obsolete Provincial grant programs mentioned are either no longer available or have been completely restructured.	Rescind Policy 24.04

STRATEGIC ALIGNMENT:

Council continuing to address outdated policies to improve risk mitigation aligns with the County 2022-2026 Strategic Plan as follows:

PILLAR 4: GOVERNANCE & LEADERSHIP

OUTCOME – Council is Transparent & Accountable

GOAL 1 County improves risk management

Strategy 3 Create, review & update County policies

ADMINISTRATION RECOMMENDS THAT:

Council rescind the following policies as recommended by the Policy Committee:

- Policy 11.10-03 Assessment Certificates - Fees
- Policy 12.13 Payment of Grants
- Policy 12.16 Staff Protection
- Policy 12.23 Telephone Log & Use
- Policy 12.25 Staff Meeting
- Policy 24.04 Provincial Grants

COUNTY OF BARRHEAD NO. 11			
Section:	LEGISLATIVE AND TAXATION		
Title:	ASSESSMENT CERTIFICATES - FEES	Policy No: 11.10-03	
Pages:	Page 1 of 1		

POLICY STATEMENT

PROCEDURE:

1. By-Law No. 18-92 - Assessment Certificates - Attached

	Date
Approved	1986
Revised	October 14, 1992

COUNTY OF BARRHEAD NO. 11			
Section:	ADMINISTRATION/PERSONNEL		
Title:	Payments of Grants	Policy No:	12.13
Pages:	Page 1 of 1		

Purpose

Policy Statement and Guidelines

The County Council refrains from payment of grants to charitable organizations. The County Council at its Organizational Meeting shall consider the payment of an annual grant to the Barrhead and District 4-H Council.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATIVE/PERSONNEL		
Title:	Staff Protection	Policy No:	12.16
Pages:	Page 1 of 1		

Purpose**Policy Statement and Guidelines**

The Council shall take whatever steps are necessary to insure that employees are protected in the use of machines and equipment as required by the Workers' Compensation Board Act.

The Council may provide necessary support or Police protection to employees who are subjected to assaults in the course of their employment.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11			
Section:	Administration		
Title:	TELEPHONE LOG AND USE	Policy No:	12.23
Pages:	Page 1 of 1		

Purpose

Policy Statement and Guidelines

1. Employees shall not use the County telephones for private business whether it be local calls or long distance calls and all County long distance will be recorded on a telephone log and filed with the County Office at the end of each and every month.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION/PERSONNEL		
Title:	Staff Meeting	Policy No:	12.25
Pages:	Page 1 of 1		

Purpose

Policy Statement and Guidelines

Various departments throughout the County are encouraged to hold periodic staff meetings.

Staff meetings should be conducted outside the regular workday unless specific topics are being considered in order to supply input for County Council.

	Date
Approved	1986
Amended	
Amended	

COUNTY OF BARRHEAD NO.11

SECTION: PUBLIC SAFETY SERVICES

EFFECTIVE DATE:

SUBJECT: PROVINCIAL GRANTS

REVISION DATE: OCT, 1987

PAGE NO. 1 of 1 PAGE

-
1. Disaster Assistance Program - Attached
 2. Rescue Kit Program - Attached

DISASTER ASSISTANCE PROGRAM

OBJECTIVE -- To provide financial assistance for eligible loss and damage as the result of an extraordinary event which the victim could neither prevent nor readily and reasonably be expected to insure against.

ELIGIBILITY -- All municipalities, individuals, institutions and businesses in Alberta.

DESCRIPTION -- A program administered by Alberta Public Safety Services which may provide financial assistance to applicants for eligible unanticipated expenditures due to an emergency and/or disastrous event. Assistance is not intended to provide full compensation for loss and damage, but to assist in recovery from the occurrence. Municipalities may have total eligible extraordinary costs of emergency operations and restoration of public property considered for reimbursement.

Before loss and damages are considered for assistance, they must be deemed unusual and normally reviewed by a Disaster Assistance Committee to ensure compliance with established guidelines, as follows:

- a) the losses and damage have been so devastating as to threaten the economic survival of an individual or business;
- b) assistance would be in the public interest;
- c) in a municipality, an unusual amount of non-insurable loss and damage has affected a number of people;
- d) events causing damage or loss were extremely unusual as classified by a competent authority. For example, historical records, evaluated by Alberta Environment, indicate a weather related event may be classified as extremely unusual;
- e) the health, safety or welfare of the affected citizen or citizens have been at risk;
- f) persons directly affected, and/or municipal authorities, acted prudently and appropriately to protect property and minimize damage when, and if, warning was given.

FINANCING -- This program is normally funded 100% by the Provincial Government, except when the financial expenditure for any single event reaches those proportions which may qualify for cost-sharing by the Federal Government.

TIME FRAME -- This is an ongoing program that was implemented in 1973. Applications may be made at any time.

INFORMATION CONTACT Disaster Assistance Officer
Alberta Public Safety Services
10320 - 146 Street
Edmonton, Alberta
T5N 3A2

Telephone 427-2772

RESCUE KIT PROGRAM

OBJECTIVE -- To assist municipalities in improving emergency preparedness by issuing items of public safety equipment.

ELIGIBILITY -- This program is available to all municipalities in Alberta who are a participant in the Alberta Public Safety Services program.

DESCRIPTION -- The municipalities guide for eligibility is as follows:

- a) maintains a Peacetime Emergency Operations Plan;
- b) trains and maintains a rescue service element of not less than eight rescue workers;
- c) ensures at least one rescue worker is qualified as a rescue leader;
- d) conducts local rescue training on an annual basis.

The kit consists of various items for rescue including a generator, flood lamps, stretchers, come-alongs, sprint rescue kit, block and tackle, ropes, etc. Twenty-one kits are issued annually.

FINANCING -- This program is funded 100% by the Provincial Government.

TIME FRAME -- This is an ongoing program. Applications are requested in November.

INFORMATION CONTACT Director, Field Services
Alberta Public Safety Services
10320 - 146 Street
Edmonton, Alberta
T5N 3A2
Phone: 427-2772



REQUEST FOR DECISION

JULY 15, 2025



TO: COUNCIL

RE: POLICY FN-004 COLLECTION OF ACCOUNTS RECEIVABLE

ISSUE:

Council approval is required for Policy FN-004 Collection of Accounts Receivable (attached).

BACKGROUND:

- June 3, 2025 – Council directs Policy Committee to review Policy FN-004 Collection of Accounts Receivable.
- June 24, 2025 – Policy committee reviewed the Draft Policy FN-004 Collection of Accounts Receivable.

ANALYSIS:

- Policy FN-004 Collection of Accounts Receivable is intended to provide a standard process for collecting outstanding balances owed to the County of Barrhead, including when accounts are due, sent to collections, finance charges are applied or cancelled, and when an account is written off.
- The following table tracks the changes that were reviewed by Policy Committee and recommended for approval:

Section	Current	Proposed	Comments
Definitions – c)	Customer means any person receiving a good or service from the County...	Add “or entity” - Customer means any person or entity receiving....	Expands the definition of customer
Guidelines 1 Invoicing and Statements – e)	N/A	Add section e County will send statements and invoices electronically where requested.	Provides clarity on a process already in place.
Guidelines: 3. Finance Charges – c)	CAO may suspend, waive or cancel finance charges up to \$200	Add “or designate” CAO, or designate , may...up to \$200	Provides clarity on who can act.
Guidelines: 3. Finance Charges – d)	N/A	Add section d) Finance charges will not be applied to.....County.	Provides clarity on who finance charges will be applied to.
Cross-Reference 4) & 5)	Bylaw 14-2020 Bylaw 7-2022	Update bylaws Bylaw 8-2024 Bylaw 5-2025	Opportunity to update bylaw numbering.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 1: County improves risk management

Strategy 3: Create, review & update County policies

ADMINISTRATION RECOMMENDS THAT:

Council approve amendments to Policy FN-004 Collection of Accounts Receivable as recommended by the Policy Committee.

Policy Title: Collection of Accounts Receivable

Policy Number: FN-004

Functional Area: Finance

PURPOSE

This policy will provide a standard process for collecting outstanding balances owed to the County of Barrhead, including when accounts are due, sent to collections, finance charges are applied or cancelled, and when the account is written off.

POLICY STATEMENT

County will safeguard its assets by ensuring all revenue is collected in a fair and timely manner but will work with Customers in settling their obligations to the County.

SCOPE

This policy applies to all goods and services provided by the County of Barrhead requiring collection of monies.

Excluded from this policy are the following:

- a) Property Tax Receivables - property taxes are collected in accordance with *Municipal Government Act*, Tax Penalty Bylaw, and Tax Payment Instalment Plan (TIPP) Bylaw.
- b) Water & Sewer Utility Charges – charges are collected in accordance with Water & Sewer Utility Bylaw.

DEFINITIONS

In this policy,

- a) “*Accounts Receivable*” means outstanding bills or monies owed to the County of Barrhead for a good or service provided
- b) “*Chief Administrative Officer*” or “*CAO*” means the individual appointed by Council to the position of CAO or their designate
- c) “*Customer*” means any person or entity receiving a good or service from the County of Barrhead, whether requested or not
- d) “*Overdue account*” means a receivable outstanding after the due date identified on the bill
- e) “*Finance Charge*” means a fee applied to the outstanding balance on a receivable account
- f) “*Rates & Fees Bylaw*” means the bylaw approved by Council to establish rates and fees for the provision of goods and services provided by or on behalf of the County
- g) “*Uncollectible Account*” means a receivable account is deemed unable to collect
- h) “*Write-Off*” means the closing of a receivable balance that has been deemed uncollectible

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Annually approve the Rates & Fees Bylaw.

- c) Approve any cancelation or reduction to invoices that were billed in accordance with the relevant legislation or County bylaw or policy concerning the good or service.
- d) Approve any uncollectible account to be written off.

2. Administration shall:

- a) Ensure accounts are managed in accordance with this policy.

GUIDELINES

1. Invoicing & Statements

- a) Where payment is not collected in advance or at the time of sale, amounts will be invoiced in a timely manner and the invoice will be sent to the Customer.
- b) Amounts shall be invoiced in accordance with the rates established in the Rates & Fees Bylaw and any related bylaw regarding the provision of the type of good or service that was provided.
- c) Account payments shall be due within 30 days of the invoice date.
- d) A statement will be mailed out at the end of each month outlining the amount owing to the County of Barrhead.
- e) County will send statements and invoices electronically where requested.

2. Disputed Amounts

- a) Any disputed amount will be investigated by the CAO.
- b) Where the CAO does not find any discrepancy in the amount billed and the amount to be charged in accordance with legislation and County bylaws and policies, the Customer may request Council to consider reducing or cancelling charges.

3. Finance Charges

- a) Finance charges will be applied to all amounts that are more than 30 days outstanding.
- b) Finance charges will be applied in accordance with the Rates & Fees Bylaw, as amended from time to time.
CAO, or designate, may suspend, waive or cancel finance charges up to \$200. Finance charges will not be applied to municipal, provincial or federal government customers or organizations providing grant funds to the County.

4. Internal & External Collections

- a) Finance staff will actively pursue collection of any account that is over 30 days old through statements, reminder letters, and phone calls.
- b) Accounts shall be sent to an external collection agency after County efforts to collect have been exhausted.
- c) Accounts that can be transferred to tax roll shall be transferred in accordance with related Bylaw or relevant section in the *Municipal Government Act*.

5. Allowance for Doubtful Accounts

- a) Administration shall annually prepare an allowance for doubtful accounts and present to Council for information.

6. Account Receivables Write-Offs

- a) A receivable is deemed uncollectible if all appropriate efforts to obtain payment have been exhausted.

- b) An account shall only be written off after it has been placed at collections for a minimum of one year.
- c) Administration shall annually prepare a list of accounts for write-off and present to Council for approval.

REVIEW CYCLE

This policy should be reviewed every 4 years or as Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) Tax Penalty Bylaw (Bylaw 2-2019, and any amendments)
- 3) Tax Payment Instalment Plan (TIPP) (Bylaw 3-2019, and any amendments)
- 4) Water & Sewer Utility Bylaw (Bylaw ~~14-2020~~ 8-2024, and any amendments)
- 5) Rates & Fees Bylaw (Bylaw ~~7-2022~~, 5-2025 and any amendments)
- 6) Prevention & Control of Fires Bylaw (Bylaw 8-2013, and any amendments)
- 7) Policy 23.02 Fire Protection Service Charges

Effective: January 16, 2023

Approved by: Council

Resolution No: 2023-013

Replaces: N/A

Last Review: N/A

Next Review: 2027

TO: COUNCIL

RE: POLICY AD-008 TAX RECOVERY PROCESS

ISSUE:

Council approval is required for Policy AD-008 Tax Recovery Process.

BACKGROUND:

- County has been following the MGA and Tax Recovery: A Guide for Alberta Municipalities (Municipal Affairs) throughout the tax recovery process but no policy for tax recovery process exists.
- May 20, 2025 – Council approved Bylaw 5-2025 Rates & Fees Bylaw. Changes to the Rates & Fees Bylaw included adding clarity to the tax recovery process costs, with the understanding that a Tax Recovery Process Policy would be further contemplated by Council.
- June 24, 2025 – Policy committee reviewed the Draft Policy AD-008 Tax Recovery Process and has recommended to Council for approval.

ANALYSIS:

- This is a new policy. Majority of activities within the tax recovery process are regulated by *MGA*.
- As this is a new policy, the policy will be reviewed in detail with Council. The following table summarizes the key sections within the policy:

Section	Comments
Purpose	Guides tax recovery process
Policy Statement	Establishes principles and values
Scope	All properties with the exceptions listed
Definitions	Definitions (10) to provide clarity
Responsibilities <ul style="list-style-type: none"> • Council • CAO 	Clarifies existing and provides direction
Guidelines:	Identifies the procedures to be used.
<i>General</i>	Improves information available on properties on the Tax Recovery Arrears List
<i>Tax Agreement</i>	Clarifies existing process and aligns with TIPP agreements
<i>Payment of Tax Arrears</i>	Clarifies existing process
<i>Reserve Bid</i>	Clarifies existing process and enhances the establishment of reserve bids

<i>Date of Public Auction</i>	Public Auction will be held in November of each year as required (previously December). Clarifies existing process that Council sets date, time, location, and auctioneer.
<i>Terms & Conditions of Sale</i>	Clarifies existing process
<i>Sale at Public Auction</i>	Clarifies existing process
<i>Property not sold At Public Auction</i>	Clarifies existing process to ensure assets are handled in a manner that allows Council to make informed decisions, and protects the County and previous landowner
<i>Sale of Property with Tax Forfeiture Title</i>	Clarifies existing process Enhances the process for sale of property once County holds a Tax Forfeiture Title
Review Cycle	Standard 4 years
Cross-Reference	As listed

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 1: County improves risk management

Strategy 3: Create, review & update County policies

ADMINISTRATION RECOMMENDS THAT:

Council approve Policy AD-008 Tax Recovery Process as recommended by the Policy Committee.

Policy Title: Tax Recovery Process

Policy Number: AD-008

Functional Area: Administration

PURPOSE

This policy will provide guidance for tax recovery.

POLICY STATEMENT

County will safeguard its assets by ensuring amounts owing to County are recovered through all available channels.

County will follow procedures set out in the "Tax Recovery: A Guide for Alberta Municipalities" published by Alberta Municipal Affairs in conjunction with the tax recovery processes set out in Part 10 of the *Municipal Government Act (MGA)*.

County must act in the best interest of the person responsible for paying the tax and to protect the rights of the landowner throughout the tax recovery process.

SCOPE

This policy applies to all properties in tax arrears, except for linear, designated industrial properties, and leases.

DEFINITIONS

In this policy,

- a) "*Chief Administrative Officer*" or "*CAO*" means the individual appointed by Council to the position of CAO or their designate.
- b) "*Conditions of Sale*" means the arrangements for a sale that are stated by the County of Barrhead, in accordance with the *MGA*, that the Tax Sale Purchaser must agree to.
- c) "*Public Auction*" means a method of sale where the parcel of land is offered to the public through a transparent, competitive bidding procedure run by an auctioneer.
- d) "*Reserve bid*" means the minimum sale price the County will accept at Public Auction for the property that is being sold at Public Auction.
- e) "*Sale Agreement*" means a legally binding contract between a Tax Sale Purchaser and the County of Barrhead for the sale of a property that is in tax arrears or has tax forfeiture status.
- f) "*Short form agreement*" means a document that lays out the particular details of a transaction between the Tax Sale Purchaser and the County of Barrhead that will be used to create the Sale Agreement.
- g) "*Tax Agreement*" means an agreement entered into between a landowner who is in tax arrears and the County of Barrhead pursuant to the *MGA* that provides for payment of taxes.
- h) "*Tax arrears*" means taxes that remain unpaid after December 31 of the year in which they are imposed.
- i) "*Tax Recovery Arrears List*" means a list of properties that have been submitted to Land Titles and endorsed with a tax recovery notification on the Certificate of Title.

- j) “*Tax Sale Purchaser*” means a person or entity other than the County of Barrhead who was the successful bidder for a property at Public Auction. Tax Sale Purchaser cannot be an auctioneer, Elected Official, CAO, designated officer or employee of the County of Barrhead.

RESPONSIBILITIES

Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Approve all Reserve Bids.
- c) Approve course of action for properties not sold at public auction.
- d) Approve all sales of property for which the County holds a Tax Forfeiture Title

CAO shall:

- a) Ensure staff follow tax recovery process.
- b) Enter into Tax Agreements with landowner.
- c) Recommend to Council Reserve Bids for properties listed on the Tax Recovery Arrears List.
- d) Execute Short Form Agreement & Sale Agreement for properties sold at Public Auction.
- e) Recommend to Council a course of action for properties not sold at public auction.
- f) Determine when an offer is reasonably close to market value for property for which the County holds a Tax Forfeiture Title.

GUIDELINES

1. General

- a) County will follow the procedures set out in the “Tax Recovery: A Guide for Alberta Municipalities” published by Alberta Municipal Affairs.
- b) All notifications will be sent through regular mail.
- c) All costs related to tax recovery process will be added to the tax roll, as identified in the County of Barrhead Rates and Fees Bylaw, and in accordance with MGA 553(1)(f).
- d) Tax Arrears list will be submitted to Land Titles by March 31 of each year.
- e) Properties on the Tax Recovery Arrears List will be inventoried, by way of drive-by inspection, by County Assessor.
 - i. Person liable to pay the taxes must ensure that any improvements for which taxes can be levied are not removed from the property without written approval of the municipality.
- f) Tax Recovery Arrears List will be published at the County Office.
- g) County will follow required advertising processes set out in MGA.

2. Tax Agreement

- a) County may enter into a tax agreement with the landowner for no more than 3 years and will include the arrears, current taxes, future penalty charges, and future taxes over the length of the agreement in determining the payment calculation.
- b) CAO shall determine appropriate length of tax agreement.
- c) If the property owner breaches the tax agreement, the property must be offered at public auction.

3. Payment of Tax Arrears

- a) Anyone can pay the tax arrears owing against the property.

- b) If County receives payment of the tax arrears before the property is sold at Tax Sale, including all penalties and applicable fees, a Discharge of Tax Recovery Notification will be submitted to Land Titles Office. Once discharge is complete, the property will be removed from the Tax Recovery Arrears List.
- c) Payment must be made in full and cleared at the bank before discharge will be submitted. Administration will assume 5 business days for a payment made by cheque to clear the bank.

4. Reserve Bid

- a) If tax arrears have not been paid, a Reserve Bid and Conditions for Sale must be established by Council.
- b) Reserve Bid will be as close as reasonably possible to market value of the parcel.
- c) Reserve Bid will be established by one of the following methods:
 - i. As determined by the County Assessor.
 - ii. As determined by an Independent Appraiser.
- d) CAO and County Assessor shall determine the most appropriate method, considering the estimated market value and complexity of the parcel.
- e) Costs to establish the Reserve Bid will be added to the tax roll as set out in the County Rates & Fees Bylaw.

5. Date of Public Auction

- a) Public auction will be held during the month of November.
- b) Council will annually set the date, time, location, and auctioneer.

6. Terms & Conditions of Sale

- a) Parcel(s) of land will be offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title.
 - i. Property is being offered for sale on an “as is, where is” basis and the County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the purchaser.
- b) Once the property is declared sold at the public auction, the previous owner has no further right or obligation to pay the tax arrears.
- c) Purchaser shall be required to execute a sale agreement in the form and substance provided by the County.
- d) Successful purchaser shall, at the time of sale, make payment in Cash, Certified Cheque or Bank Draft payable to the County as follows:
 - i. Full purchase price; or
 - ii. A 10% non-refundable deposit and the balance of the purchase price must be paid within 14 business days of the sale.
- e) Purchase price determined by auction shall not include GST. For greater clarity, GST will be payable in addition to the purchase price if the sale is GST applicable.
- f) Risk of the property lies with the purchaser immediately following the auction.

7. Sale at Public Auction

- a) CAO will execute a Short Form Agreement and Sale Agreement with Tax Sale Purchaser.

- b) A local law firm will prepare Sale Agreement and closing documents and submit the required documents to Land Titles.
- c) County will determine the sales proceeds available to the previous owner in accordance with MGA 427.
 - i. If the County is satisfied that there are no debts that are secured by encumbrance on the Certificate of Title, the County will pay the remaining money to the previous owner.
 - ii. If the County is not satisfied that there are no debts that are secured by encumbrance on the Certificate of Title, the County will notify the previous owner that an application may be made to the Court of King's Bench to recover all or part of the money.
 - iii. Unclaimed money will become property of the County after 10 years.

8. Property not sold at Public Auction

Council has the following options to consider when a property is not sold at public auction:

- a) Tax Forfeiture Title
 - i. County does not purchase the property but registers the County name on title by registering a 'Tax Forfeiture'.
 - ii. County may rent, license, lease, or dispose of the property at a price as close as reasonably possible to market value to recoup arrears and taxes.
 - iii. After 15 years following the date of the public auction, County can request the Registrar to cancel the existing certificate of title and issue a certificate of title in the name of the County.
 - iv. If tax arrears are paid after the County acquires Tax Forfeiture title, but before selling the property, County must notify the Registrar to revive the title of the original owner.
- b) Clear Title
 - i. County may acquire the property by depositing an amount equal to the reserve bid into a separate bank account. Amount paid goes 1st to tax arrears and costs.
 - ii. County must notify the previous owner if there is money remaining.
 - iii. County has full ownership of the property.
- c) Do Nothing
 - i. Taxes continue to accrue and remain on the County's books as a growing liability.
 - ii. County cannot dispose of the property or rent, license, or lease it.
 - iii. This option does not allow the property to revert to the County after a 15-year time period.

9. Sale of Property with Tax Forfeiture Title

Where Council chooses to obtain Tax Forfeiture Title (section 8.a) for a property that was not sold at public auction and has chosen to dispose of the property to recoup arrears and taxes, County will dispose of the property at a price as close as reasonably possible to the market value.

- a) If an independent appraisal report was not obtained when establishing a Reserve Bid, or, in the opinion of the CAO, the market has changed since the report date, a new appraisal report may be required.
- b) CAO will determine one or more advertising methods for the sale of the property with Tax Forfeiture Title:
 - i. Posted on County website
 - ii. "For Sale" sign posted on property
 - iii. Engage realtor to market and sell property.
- c) CAO will determine when an offer from a prospective purchaser may be considered by Council as reasonably close to market value.

- i. CAO will present to Council offers received from prospective purchasers that are deemed to be at or are reasonably close to the market value as determined by the CAO.
- ii. CAO has the discretion of whether to present to Council offers received from prospective purchasers that are deemed by the CAO to be substantially below market value.
- d) Council shall approve all sales of property for which the County holds a Tax Forfeiture Title.
- e) A local law firm will prepare the Sale Agreement and closing documents and submit the required documents to Land Titles. Where a realtor was engaged to market and sell the property, the realtor will prepare the Sale Agreement.
- f) County will determine the sales proceeds available to the previous owner in accordance with MGA 427 with any sales proceeds remaining to be dispersed in the same manner as in section 7. c) of this Policy.

REVIEW CYCLE

This policy should be reviewed every 4 years or as Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) *Municipal Affairs: A Guide to Tax recovery in Alberta (April 2024)*
- 3) *Rates & Fees Bylaw (Bylaw 5-2025, and any amendments)*

Effective: 2025

Approved by: Council

Resolution No:

Replaces: N/A

Last Review: N/A

Next Review: 2029



presented to Council on July 15, 2025
(items shaded have changed since last meeting)



2025 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2025-200	Bring back information on “Intensive Livestock Working Group – Stock Talk Initiative” and how the County could collaborate with them	CAO		Not started
2025-199	Bring back information on historic YRL per capita contributions.	CAO		Not started
2025-194	Proceed with the acquisition of related vehicle & officer equipment up to \$77,141 to be funded by unrestricted reserves	CPO/CAO	Discussion with vendors	Underway
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	Patrol unit has been ordered	Underway
2025-192	Approve the additional CPO FTE and direct Administration to include the position in the 2026 Operating budget	CS/CAO	Alignment with budget underway	Underway
2025-191	Approve community grant of \$2,047.50 to Agnes Memorial Mossie United Church	EA/CAO	Letter of approval sent to applicant	Complete Jun 25/25
2025-190	Engage legal counsel to explore options for alternative access to SE 26-59-06-W5	CAO		Not started
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
2025-188	Denied request to increase standard of undeveloped road allowance S of SE-26-59-6-W5	EA/CAO	Letter sent to landowner with update	Complete Jul 9/25
2025-187	Approve Manola Lagoon Sounding & Assessment Project at a cost of \$27,087 with additional funding coming from current year revenue	PW/CS	Manola lagoon sounding is scheduled for August 18, 2025.	Underway
2025-186	Approve signing STIP grant agreement w/GOA for BF 74972 & 76144 for max of \$405,000 each	EA/CAO	Waiting for updated agreements from GOA	Underway
2025-185	Award contract contract for BF 74538 & 74974 to Plains Constructors for \$489,200	PW/CAO	Contracts finalized	Complete Jul 8/25
2025-174	Approved 2024 Annual Report	COMM/CAO	posted to website	Complete Jun 4/25

2025-173	Approved 2026 Budget Schedule	CS/CAO	meeting invites sent out	Complete Jun 4/25
2025-172	Cancel property taxes in the amount of \$7,464.70, owed by Government of Alberta	CS	Journal entry completed	Complete Jun 5/25
2025-171	Direct Policy Committee to review Policy FN-004 Collection of Accounts Receivable	CS/CAO	Tentative to Council Jul 15/25; Scheduled for Jun 24/25 Policy Com.	Underway
2025-170	Cancel finance charges for \$693.65 plus any accrued interest for account ALUSC0001.	CS/CAO	Journal entry completed	Complete Jun 5/25
2025-169	Set Dec 3 at 2:00pm for Public Auction and CAO to be auctioneer	CAO		Underway
2025-158	Apply for Roadside Dev Permit; upon receipt sign a Use Agreement with NSC for construction of a community baseball diamond on NE 28-61-3-W5 near Neerlandia Wastewater Lagoon	EA/CAO	Received RDPT Jul 9/25, making arrangements to sign use agreement; Submitting application for Dev Permit; Inquiry made with GOA	Underway
2025-157	Awarded contract for BF 72815 to Griffin Contracting Ltd. for \$172,725	PW	Contract finalized; Contractor notified	Complete Jun 24/25
2025-156	Awarded shoulder pull program contract to Stuber's Cat Service Ltd. for \$116,150.00 to complete 11.5 miles of roadway	PW	Contract finalized; Contractor notified	Complete May 26/25
2025-153	Approved updated 2025 Capital Budget	CS/CAO	Complete	Complete May 20/25
2025-152	Adopted Rates & Fees Bylaw 5-2025	EA/CAO	Posted to website	Complete May 23/25
2025-148	Accepted Status Report for 2024 ASB Business Plan	RD	Complete	Complete May 20/25
2025-146-147	Appointment of Weed and Pest Inspectors	AG/CAO	ID cards issued	Complete May 30/25
2025-133-135	Approve signing landowner agreements for construction projects 24-640, 24-740, and 25-240	PW/CAO	Fully executed	Complete May 7/25
2025-130	Approve contract with Marshall Lines 2014 for 2025 County roadway and airport line painting project for a total cost not to exceed \$ 89,711.70.	PW/CAO	Contract finalized; Contractor notified	Complete Jun 11/25
2025-129	Approve contract with Marshall Lines 2014 for 2025 Crack Sealing Program on County roadways and the airport for a total cost of \$107,010.	PW/CAO	Contract finalized; Contractor notified	Complete Jun 11/25
2025-128	Sign agreements BF 74538 land acquisition	PW/CAO	Fully executed	Complete May 7/25

2025-119	Direct Reeve to respond to committee concerns	CAO	Reeve sent email as directed	Complete Apr 15/25
2025-113	Awarded tender for BF 77360 to Plains Constructors for \$348,073 including site occupancy	PW/CAO	Contract Signed; Contractor notified	Complete May 21/25
2025-112	Adopted 2025 Property Tax Bylaw 4-2025	CS/EA	Posted to website	Complete Apr 16/25
2025-107-108	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/CAO	Posted to website April 22, 2025	Complete Apr 22/25
2025-106	Revised 2025 Capital Budget from \$6,408,757 to \$9,543,169	CS/CAO	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 22, 2025	Complete Apr 22/25
2025-105	Adopt 2025 Operating Budget as presented with operating expenditures & revenue of \$21,124,510	CS/CAO		Complete Apr 22/25
2025-104	Approved agreement with PHSD for County to conduct 2025 elections on behalf of PHSD	RO	Fully executed	Complete Apr 23/25
2025-099	2025 Police Funding Model recalculation, to the EcDev Op Budget and IT Reserve and to bring back adjustments in the 2025 Draft budget - Apr 15	CS/CAO	Adjustments incorporated into 2025 DRAFT Budget for Council consideration	Complete Apr 15/25
2025-094	Agreement for bee hives on County land	EA/CAO	Fully executed; applicant notified of need for all hives to be included in agreement	Complete Apr 10/25
2025-091,152	Bring back Rates & Fees Bylaw to incorporate golf cart permit fees	CPO/CAO	To Council May 20, 2025; Revisions to be brought back with 3rd reading	Complete May 20/25
2025-089-090, 123	Gave first 2 readings to Golf Cart Pilot Project Bylaw and submit to AT for approval	CPO/CAO	May 6 - gave 3rd reading and sent back to AT; AT feedback received; Return to Council May 6; Waiting for AT approval before bringing back for 3rd reading	Complete May 6/25
2025-086, 124-126	1st reading of Community Standards bylaw; bring back in May	CPO/CAO	May 6 - Adopted amended bylaw; Return to Council May 6; Open to public comment	Complete May 6/25
2025-084	Appointment of Fire Guardians	EA/CAO	Fire Chief & Guardians notified & website updated	Complete Apr 3/25
2025-081	Appoint Greilach Lussier LLP as Auditor for 2025-29	CS	Auditor informed of decision	Complete Apr 1/25
2025-080	Approve 2024 audited financial statements(FS) & FIR; post FS to website	CS/COMM	Signed and posted to website	Complete Apr 22/25

2025-070	Submit topic of Challenges with Gravel Pit Provincial Approval & Renewal Process to RMA Mayors & Reeves meeting; CAO to draft statement to be presented by Reeve at the RMA Ministerial Bear Pit session	CAO	Topic presented at RMA Mayors & Reeves's mtg Mar 17/25, and statement made by Reeve at RMA Ministerial Bear Pit session to Minister Schultz Mar 18/25	Complete Mar 18/25
2025-065	Cancel finance charges in amount of \$218.86 for customer RIVER0002.	CS	Cancelled finance charges	Complete Mar 21/25
2025-064	Amend 2025 Operating Budget to include \$2,900 for a Rural Living Expo, event to be Apr 26 or May 3 (admin decides); offered in conjunction with County Appreciation Dinner.	CS/CAO	Amount included in budget	Complete Mar 6/25
2025-057	Uphold Order to Remedy Contravention for file #2024-162-1032 and varied deadline to comply with Order to April 30, 2025.	CPO/CAO	Follow up notification in writing was sent to appellant	Complete Feb 20/25
2025-051	Accepted all yr-end financial reports subject to audit adjustments & yr end finalizations	CS	Prepared for audit	Complete Feb 20/25
2025-049-050	Appoint Assessor & approve 3-year contract	CS/CAO	Contract fully executed; Waiting for signatures	Complete Mar 6/25
2025-047	Approve update to Policy PS-012 CPO Uniform & Equipment Standards	CPO/EA	Policy updated & submitted to Provincial Peace Officer Program	Complete Feb 20/25
2025-046, 167	Approve \$2,500 community grant to Barrhead Golf & Recreation Club	EA/CAO	Final report received; Letter send to recipient and cheque initiated	Complete Feb 25/25
2025-043-045	Appoint ARB Chair, Clerk, and panelists	EA	CRASC notified	Complete Feb 19/25
2025-042	Approved right-of-way agreements for BF 77360	EA/CAO	Agreements signed	Complete Feb 18/25
2025-034	Release 2024 funding to Barrhead Historical Society	CS	Cheque issued	Complete Mar 4/25
2025-033, 093	Approves forwarding Bylaw 9-2024 road closure package to AT in accordance with legislated process for Road Closures.	EA/CAO	AT approved closure & Council approved bylaw; Documents have been submitted electronically for approval	Complete Apr 1/25
2025-032	Approve 2024 reserve transactions as presented in 2024 Reserve Report	CS	Transaction complete	Complete Feb 4/25
2025-029	Approve becoming a municipal member of Northwest of 16 Regional Tourism Association for 2025 at an annual fee of \$1,000	RD/CAO	Admin attended AGM; Application form completed, signing under new Director, vendor being set up in accounting	Complete Mar 24/25
2025-027, 030	Approve additional funding sources for 2024 capital & operational projects	CS	Transactions complete	Complete Feb 4/25

2025-025	Approve marketing sponsorship opportunity request from Western Directives Inc & Nature Alive Adventures Inc in the amount of \$5,000.	EA/CAO	Payment submitted, project confirmed	Complete Feb 11/25
2025-024	Purchase 2025 Ford F-550 crew cab 4x4 truck from Barrhead Ford for \$87,965.00	AG	Truck received & being outfitted with sprayer; Unit has been ordered (4 month delivery)	Complete Jul 2/25
2025-023	Purchase steamer & trailer unit from Pumps & Pressure for a cost of \$44,744.50	PW	Received; Unit has been ordered, estimated delivery May 2025	Complete May 30/25
2025-013	Write-off one outstanding AR account for \$1,965.02 as this account is uncollectable	CS	Journal entry completed	Complete Jan 8/25
2025-011	Cancel existing certificates of title for 2 parcels of lands not sold at Dec 4/24 Public Auction; issue in name of County	Tax Clerk/CAO	Documentation submitted to land titles	Complete Jan 9/25
2025-008-010	Approve COPTER exemptions	CS	Entries made	Complete Jan 9/25
2025-006	Appoint Library member-at-large	EA/CAO	Library director notified	Complete Jan 9/25
2024-504-505	1st reading of Road Closure bylaw; Set public hearing for Feb 4/25 at 1:00 pm	EA/CAO	Feb 4/25 - Public Hearing	Complete Feb 4/25
2024-503	Admin to research details on marketing sponsorship opportunity; bring back report to Feb 4/25 Council meeting.	COMM/CAO	Feb 4/25 - presented to Council for decision	Complete Feb 4/25
2024-502	Received correspondence regarding Fire Invoice #00004415 for information.	EA/CAO	Letter not required, rescind motion; Email drafted to landowner regarding decision	Underway
2024-501	Approved lease agreement renewal in SE 16-59-2-W5	EA/CAO	Lease finalized; Mailed to leaseholder for signature	Complete Jan 22/25
2024-457-460	Municipal Election Resolutions	EA/CAO	Website updated	Complete Jan 2/25
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
2024-410; 2025-188-190	Bring back options on use of an undeveloped road allowance to allow access to recreational property at SE 26-59-6-W5.	CAO/PW/ DEV	To Council Jun 17/25, denied request & directed to explore alternative options with legal; Cross departmental review underway	Complete Jun 17/25
2024-398	Directs CAO to move forward with exploring/negotiating options with GOA to become anchor tenant of ADLC.	CAO	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	Underway

2024-343	Include discussion on the condition of Twp Rd 604 leading to Clear Lake Campground in the 2025 budget workshops.	CS/CAO	Patching, blading, & gravel budgeted in 2025; Further discussion during Nov 27&28 budget workshop; Council reminded of topic on Oct 10/24 budget mtg; will bring back for further discussion once Rural Road Study completed by consultants	Complete Apr 15/25
2024-301	Form an IAC with Town and CAO to work with Town Admin to develop a draft bylaw to establish and define the function of an IAC	CAO	DRAFT Bylaw shared w Town CAO; Apr 30/25 met Sturgeon County to discuss models; Jan 7/25 CAOs met to discuss next steps; Sept 10/24 Town Council accepted recommendation from ICF Committee to establish forum for elected officials to exchange info of mutual interest	Underway
2024-270	Approved purchase of 2025 Caterpillar 150 AWD motor grader from Finning for \$574,500 & trade-in Unit #219, a 2019 Caterpillar 140M3 motor grader, to Finning for \$305,000.	PW/CAO	New grader delivered; Suppliers have been notified	Complete May 22/25
2024-269	Approved purchase of 2025 Caterpillar D2 LGP dozer from Finning for \$277,173 & trade-in Unit #305, a 2019 Caterpillar D4K LGP dozer to Finning for \$95,000	PW/CAO	New dozer delivered; Suppliers have been notified	Complete May 22/25
2024-225	Flag Agriculture, Small Scale Operation for future discussion	CAO		Not started
2024-149, 179	Approved purchase salt/sand storage building incl installation from Coverco Buildings Ltd. for the price of \$395,426.65 excluding GST.	PW	Complete except for door installation; Contractor currently building structure; Pad constructed by COB; Contracts awarded for paving, building; Company notified	Underway
2024-070	Dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.	PW/CS		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

2023-296; 2025-158	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	Pending Roadside Dev Permit, agreement approved by Council; To Council May 20/25; NSC signed Apr 21/25; to be returned to Council; Resent to NSC March 24/25 ; Agreement shared with NSC; project likely put on hold until 2025; Draft agreement being prepared to support discussions	Complete May 20/25
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	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
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	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
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Community Standards Bylaw adopted; 1st rdng to Council Apr 1/25; Admin review Feb 26/25, tentative date for Council is Apr 1/25; Reviewed with Council at Dec 5/24 Committee of Whole; Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Complete May 6/25
2017-245	Policy for Special Events	CAO/Dev	Discussion with Council at Dec 5/24 Committee of Whole; Reviewing policies from neighbouring municipalities	Underway



AAIP Rural Renewal Stream Monthly Status Report



June 2025

TO DATE
(Nov 7, 2022 - Jun 30, 2025)

EMPLOYERS		
Employers that have expressed interest	1	59
Employers enrolled	1	42 (15 active employers with open vacancies)

CANDIDATES		
Candidates that have expressed interest*	3	217
Candidates endorsed	5	173
(Current temp. foreign worker in Canada)	(5)	(133)
(International applicants)	(0)	(40)

POSITIONS		
Total positions enrolled in RRS (vacant or filled)	4	225 (39 positions currently vacant)
Positions filled through RRS	5	173
(Started working & living in community)	(5)	(121)
(Pending nomination or arrival to community)	(0)	(52)

*Number may not be fully representative of candidate interest, as the County may not hear from every interested candidate who applies to the employer directly.

Overview:

County of Barrhead water & conservation field trip (Water Works) took place over 2 days in June. Students joined us at either Klondike Park, Lac La Nonne or Thunder Lake Provincial Park located in the County of Barrhead. At each location students were led through various stations related to water & conservation by a subject matter expert from key organizations. Activities were interactive, engaging, & educational.

A total of 181 grade 4 students participated over the 2 days.

History of Program:

For many years, the County of Barrhead has hosted “Pond Days”, an annual field trip for grade 5 classes to learn about wetland ecosystems & riparian conservation. However, in 2025, a new Alberta curriculum came into effect and wetlands were no longer part of the grade 5 science studies. Successful field trip programs should complement the student’s classroom knowledge, so the field trip program needed to be modified as well.

After a review of the updated science curriculum and where the County might support conservation education field trips, County of Barrhead updated the event for grade 4 students, supporting the following **curriculum connections**:

- Water & interaction with people, animals, and plants
- Conservation practices on a personal & community level

Program Goal:

Engage students in interactive educational activities on the importance of water conservation, and interactions between animals, people, water, and the land. This program set 3 objectives:

1. Educate youth on riparian ecosystems and conservation activities.
2. Promote responsible use and protection of environment and natural resources.
3. Promote environmental stewardship to the next generation of Alberta’s hunters, fishers, and trappers.



Strategic Alignment:

County of Barrhead's Strategic Plan aims to promote responsible use and protection of natural resources. More specifically, this program aligns with the 2022-2026 Strategic Plan as follows:



PILLAR 3:

Rural Lifestyle

GOAL 4:

County protects & preserves the environment

CONNECTION:

This program educates youth on riparian and aquatic ecosystems, and how they can protect & preserve these ecosystems.



PILLAR 4:

Governance & Leadership

GOAL 3:

County demonstrates leadership & engages in collaborative relationships

CONNECTION:

Event hosted in collaboration with 6 external organizations, Pembina Hills School Division, Northern Gateway School Division, and Lac Ste. Anne County.

This event also aligns directly with the ASB Business Plan:



THEME 2:

Linking Rural & Urban

GOAL 1:

Provide extension & educational opportunities to increase awareness of agriculture in our community

CONNECTION:

Event educates both urban & rural students about connections between agriculture, people, animals, and the land, as well as conservation & environmental stewardship.

Participating Schools:

June 10, 2025 Klondike Park, Lac La Nonne 77 total students	June 12, 2025 Thunder Lake Provincial Park 104 total students
<ul style="list-style-type: none"> • Dunstable Elementary School <ul style="list-style-type: none"> ○ 1 class, 19 students • Neerlandia Public Christian School <ul style="list-style-type: none"> ○ 1 class, 25 students • Rich Valley Elementary School <ul style="list-style-type: none"> ○ 1 class, 14 students • Covenant Canadian Reformed School <ul style="list-style-type: none"> ○ 1 class, 16 students • Barrhead Homeschool Community <ul style="list-style-type: none"> ○ 3 participants 	<ul style="list-style-type: none"> • Barrhead Elementary School <ul style="list-style-type: none"> ○ 5 classes ○ 104 students total

Presenting Organizations:

Each Water Works event consisted of 5-6 stations hosted by a different subject matter expert or organization who led interactive presentations on a range of topics, including:

- **Athabasca Watershed Council**
 - Watersheds, wetland stewardship, water cycle
 - Benthic invertebrate identification & role in ecosystem
- **Farming Forward and Gateway Research Organization**
 - Water, soil, and agriculture
- **County of Barrhead Agriculture Services**
 - Livestock, wildlife, & plants in riparian ecosystems (station materials provided by Cows & Fish)
 - Weed identification & nature scavenger hunt
- **Alberta Lake Management Society**
 - Healthy lake ecosystems, lake conservation, invasive species in Alberta
- **Lesser Slave Forest Education Society**
 - Forest conservation, animal classification, animal tracking
- **Lifesaving Institute of Alberta & NWT**
 - Lifejacket safety, drowning prevention, boating safety



GRO: demonstrating water absorption rates, soil types, & erosion prevention



GRO: using a digital microscope to view soil makeup & insects up close!



Lesser Slave Forest Education Society: learning about animals, habitat, and their role in the ecosystem!



Lifesaving Society: learning about boating safety and drowning prevention.



Alberta Lake Management Society: exploring aquatic plants & invasive species in Alberta.



Lifesaving Society: playing a musical chairs-style game to learn about properly selecting & fitting a lifejacket!



County of Barrhead: Learning about riparian ecosystems & playing invasive species twister game!



Athabasca Watershed Council: learning about watersheds and water pollution using a watershed diorama.



Farming Forward: exploring soil makeup, and how agriculture is affected by soil content.



County of Barrhead: Ag department discussing noxious weeds & native plants.



Athabasca Watershed Council: searching for benthic invertebrates in Lac La Nonne!

Budget Performance:

Revenue, Grants, & Donations	Budget	Actual (estimates, waiting on final invoices)
County of Barrhead <i>(Operational, mileage, staff, student transportation)</i>	\$5,320	\$4,670
Lac Ste. Anne County <i>(Rich Valley School participation)</i>	\$450	\$400
Alberta Conservation Association Grant <i>(Educational materials & honourariums)</i>	\$3,000	\$3,000
TOTAL:	\$8,770	\$8,070



Special Thanks

Special thanks to **Alberta Conservation Association** for their generous contribution to this event through their *Conservation, Community, and Education Grant*. Receipt of this grant allowed the Water Works Event to be a great success!

County of Barrhead also thanks **Lac Ste. Anne County** for supporting Rich Valley School's participation in this great event!



COUNTY OF BARRHEAD NO.11
CASH, INVESTMENTS, & TAXES RECEIVABLE
Monday, June 30, 2025

01

	June YTD 2025	June YTD 2024
CASH:		
On Hand	\$300	\$300
Deposits	199,697	138,997
Disbursements	276,148	201,224
Savings	2,141,623	1,965,121
Tax Trust	87,730	23,900
Municipal Reserve	582,429	544,671
CCBF Account	803,461	-
SHORT TERM DEPOSITS:		
31 day Notice	3,340,044	1,014,659
60 day Notice	1,076,907	1,026,666
90 day Notice	5,364,896	5,723,158
Total Cash and Temporary Investments	<u>13,873,234</u>	<u>10,638,696</u>
INVESTMENTS		
Term Deposits	-	2,243,668
Funds Held In Trust	-	1,606,027
Other Investments	22,492	21,283
Total Investments	<u>22,492</u>	<u>3,870,978</u>
TAXES AND GRANTS IN LIEU RECEIVABLE:		
Current	11,454,348	10,812,147
Arrears	535,670	386,745
Forfeited Land	26,066	4,719
	<u>12,016,084</u>	<u>11,203,611</u>
Allowance for Uncollectible Taxes	(145,000)	(100,000)
Total Taxes & Grants in Lieu Receivable	<u>11,871,084</u>	<u>11,103,611</u>
# of Tax Rolls on TIPP	335	321
DEFERRED REVENUE		
MSI	-	751,618
LGFF	(240,553)	-
CCBF	803,461	774,398
Others	19,469	66,173
	<u>582,377</u>	<u>1,592,189</u>
RESERVES		
Unrestricted	927,510	2,527,487
Current YTD Budget	6,949,702	6,773,056
Operating	1,876,070	1,828,606
Capital	14,474,611	11,247,688
	<u>24,227,893</u>	<u>22,376,838</u>

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	Voided
3HAG001	3H Ag Ltd.	2025-06-02	912026	583.75	No
ADVA002	Advantage VM Corp	2025-06-02	912027	87,885.46	No
BARR033	Barrhead Registries	2025-06-02	912028	98.00	No
BARR043	Barrhead & District FCSS Volunteer Comm	2025-06-02	912029	70.00	No
BARR051	Barrhead Machine & Welding (2023) Ltd.	2025-06-02	912030	231.97	No
BORE001	Boreal Horticultural Services Ltd.	2025-06-02	912031	12,368.16	No
C5CH001	C5 Chadd Contractors Ltd.	2025-06-02	912032	16,290.48	No
FRAE002	Fraedrich, Norman	2025-06-02	912033	100.00	No
GARL001	Gar-Lyn Trucking Ltd.	2025-06-02	912034	3,821.12	No
GOVE004	Government of Alberta - Forestry & Parks	2025-06-02	912035	812.00	No
JOHN001	John Deere Financial	2025-06-02	912036	997.34	No
JSPL001	J's Place Ltd.	2025-06-02	912037	31.50	No
MCEW001	McEwen's Fuels and Fertilizers	2025-06-02	912038	2,113.10	No
PLAM001	Plamondon, Archie	2025-06-02	912039	128.56	No
POPL001	Poplar Rose Farms Ltd.	2025-06-02	912040	36.46	No
SUNN004	Sunnyside Realty Ltd.	2025-06-02	912041	464.15	No
SWST001	SWS Truck Bodies & Trailers	2025-06-02	912042	10,099.95	No
VIKI001	Viking-Cives Ltd.	2025-06-02	912043	323,738.52	No
WILD008	Wildeman, Keenan	2025-06-02	912044	583.75	No
ADVA002	Advantage VM Corp	2025-06-16	912045	172.80	No
ALLA002	All Around Oilfield Services Ltd.	2025-06-16	912046	8,885.62	No
ALLN002	All-North Trucking	2025-06-16	912047	11,796.25	No
DKBL001	D/K Blade Services	2025-06-16	912048	7,612.50	No
GARL001	Gar-Lyn Trucking Ltd.	2025-06-16	912049	3,178.96	No
GOVE004	Government of Alberta - Forestry & Parks	2025-06-16	912050	1,056.00	No
HORI001	Horizon Ag & Turf	2025-06-16	912051	289.03	Yes
HOWA002	Howard Boys Adventures Ltd.	2025-06-16	912052	11,352.23	No
JSPL001	J's Place Ltd.	2025-06-16	912053	29.32	No
MACG001	MacGillivray, Virginia	2025-06-16	912054	240.00	No
MECH001	MechJager Mechanical Ltd.	2025-06-16	912055	146.77	No
MORR001	Morrow Bros Trucking	2025-06-16	912056	11,424.21	No
PAUL001	Paul, Eunice	2025-06-16	912057	84.54	No
SHEL001	Shelye Trucking Ltd.	2025-06-16	912058	11,454.94	No
SUNN001	Sunny Acre Farms Ltd.	2025-06-16	912059	13,460.32	No
TOPG001	Top Gunz Trucking Ltd.	2025-06-16	912060	6,200.77	No
VANE001	Vanell Contracting	2025-06-16	912061	14,762.18	No
GROS001	Grossenbacher Trucking Ltd.	2025-06-16	912062	10,040.62	No
DIRE001	Direct Energy Business	2025-06-02	EFT000000002842	2,922.69	No
TRAN004	TransAlta Energy Marketing	2025-06-02	EFT000000002843	8,731.47	No

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	Voided
ACKL001	Acklands Grainger Inc.	2025-06-04	EFT000000002844	151.94	No
ASSO002	Associated Engineering Alberta Ltd.	2025-06-04	EFT000000002845	21,845.25	No
BARR020	Barrhead Ford Sales Inc.	2025-06-04	EFT000000002846	82,938.29	No
CORE001	CorePoint Solutions Inc.	2025-06-04	EFT000000002847	170.63	No
FINN002	Finning (Canada)	2025-06-04	EFT000000002848	474,256.65	No
GOVE010	Government of Alberta - PSES	2025-06-04	EFT000000002849	3,630.00	No
LAUR001	Laura Rose Catering	2025-06-04	EFT000000002850	4,313.93	No
LUKE001	Luke's Contract Hauling	2025-06-04	EFT000000002851	7,360.76	No
MOLZ001	Molzahn, Tamara	2025-06-04	EFT000000002852	31.50	No
MPAE001	MPA Engineering Ltd	2025-06-04	EFT000000002853	13,554.98	No
ODVO001	Odvod Media Corp.	2025-06-04	EFT000000002854	1,450.00	No
PEMB002	Pembina Hills School Division	2025-06-04	EFT000000002855	1,099.41	No
PURE001	Pure Glass	2025-06-04	EFT000000002856	42.00	No
REDL002	Red Lion Express Inc.	2025-06-04	EFT000000002857	415.00	No
RMAI001	RMA Insurance	2025-06-04	EFT000000002858	148.32	No
SHAZ001	Shazel Cleaning	2025-06-04	EFT000000002859	456.75	No
SMAL001	Small Power Ltd.	2025-06-04	EFT000000002860	1,073.98	No
STEP001	Stephani Motors Ltd.	2025-06-04	EFT000000002861	1,688.68	No
TOOL002	Tool Solutions Ltd.	2025-06-04	EFT000000002862	577.50	No
TOWN001	Town of Barrhead	2025-06-04	EFT000000002863	14,618.82	No
WABA001	Wabash Mfg. Inc.	2025-06-04	EFT000000002864	3,366.68	No
WEST007	Western Star Trucks	2025-06-04	EFT000000002865	1,532.81	No
GREG001	Gregg Distributors Ltd.	2025-06-04	EFT000000002866	2,107.32	No
MCLE001	McLean's Auto Parts LTD.	2025-06-04	EFT000000002867	33.67	No
LOCA001	Local Authorities Pension Plan	2025-06-04	EFT000000002868	49,152.67	No
RECE001	Receiver General For Canada	2025-06-04	EFT000000002869	140,910.10	No
NEER003	Neerlandia Co-op Association	2025-06-13	EFT000000002870	3,010.77	No
PEMB004	Pembina West Co-op	2025-06-13	EFT000000002871	38,803.29	No
ASFF001	ASFF	2025-06-30	EFT000000002872	683,868.26	No
BENE0001	Benefits By Design	2025-06-02	EFT000000002873	21,724.49	No
GOVE007	Government of Alberta - Loans to Local A	2025-06-18	EFT000000002874	140,987.05	No
1737001	1737069 Alberta Ltd.	2025-06-19	EFT000000002875	3,948.00	No
2202001	2202241 Alberta Ltd	2025-06-19	EFT000000002876	2,667.60	No
AIRN001	Air Navigation Products	2025-06-19	EFT000000002877	8,661.80	No
ASSO002	Associated Engineering Alberta Ltd.	2025-06-19	EFT000000002878	18,204.38	No
BARR020	Barrhead Ford Sales Inc.	2025-06-19	EFT000000002879	152.75	No
BARR032	Barrhead Regional Water Commission	2025-06-19	EFT000000002880	18,732.85	No
BARR040	Barrhead Transit Mix Ltd.	2025-06-19	EFT000000002881	13,623.25	No
BRAV001	Brave Nose Septic Service Inc.	2025-06-19	EFT000000002882	52.50	No
BREA002	Breal Metal Bldgs. Ind.	2025-06-19	EFT000000002883	139.65	No
BUMP001	Bumper to Bumper Anderson Auto and Su	2025-06-19	EFT000000002884	65.55	No
CARO001	CARO Analytical Services	2025-06-19	EFT000000002885	336.00	No

Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	Voided
CBVC001	CBV Collection Services Ltd.	2025-06-19	EFT000000002886	92.90	No
CERT002	Certified Tracking Solutions	2025-06-19	EFT000000002887	452.34	No
EASY001	Easy-Kleen Pressure Systems Ltd.	2025-06-19	EFT000000002888	23,700.86	No
EVER001	Evergreen Catholic SRD No. 2	2025-06-19	EFT000000002889	6,607.52	No
GREG001	Gregg Distributors Ltd.	2025-06-19	EFT000000002890	4,806.81	No
GRIZ001	Grizzly Trail Motors Ltd.	2025-06-19	EFT000000002891	257.35	No
HAYW001	Hayworth Equipment Sales	2025-06-19	EFT000000002892	1,556.05	No
LANE001	Lane, William	2025-06-19	EFT000000002893	60.48	No
LOND001	London Life	2025-06-19	EFT000000002894	250.00	No
MCLE001	McLean's Auto Parts LTD.	2025-06-19	EFT000000002895	1,743.17	No
MERL001	Merlin Shredding	2025-06-19	EFT000000002896	84.00	No
OBAT001	ObaTel Inc.	2025-06-19	EFT000000002897	2,845.50	No
PEMB002	Pembina Hills School Division	2025-06-19	EFT000000002898	1,518.55	No
PEMB004	Pembina West Co-op	2025-06-19	EFT000000002899	1,806.89	No
ROAD001	Roadata Services Ltd.	2025-06-19	EFT000000002900	285.60	No
STAR001	STARS Foundation	2025-06-19	EFT000000002901	7,500.00	No
TOOL002	Tool Solutions Ltd.	2025-06-19	EFT000000002902	804.95	No
TOWN001	Town of Barrhead	2025-06-19	EFT000000002903	21,044.77	No
WABA001	Wabash Mfg. Inc.	2025-06-19	EFT000000002904	63,489.25	No
XERO100	Xerox Canada Ltd.	2025-06-19	EFT000000002905	1,164.12	No
AMSC002	AMSC (BMO PCARD)	2025-06-19	EFT000000002906	7,771.81	No
CANO001	Canoe Procurement Group of Canada	2025-06-19	EFT000000002907	17,915.08	No
MYHS100	MYHSA	2025-06-11	EFT000000002908	2.34	No
MYHS100	MYHSA	2025-06-20	EFT000000002909	47.70	No
BELL001	Bell Canada	2025-06-19	EFT000000002910	698.88	No
UFAC001	UFA Co-operative Limited	2025-06-25	EFT000000002911	10,830.32	No
MYHS100	MYHSA	2025-06-20	EFT000000002912	47.70	Yes
MYHS100	MYHSA	2025-06-25	EFT000000002913	21.68	No
GOVE002	Government of Alberta Land Titles	2025-06-30	EFT000000002914	45.00	No
XERO100	Xerox Canada Ltd.	2025-06-30	EFT000000002915	361.27	No
TRAN004	TransAlta Energy Marketing	2025-06-30	EFT000000002916	4,803.27	No
TRAN004	TransAlta Energy Marketing	2025-06-30	EFT000000002917	3,869.27	No
VOIDED Payments				-	336.73
Payments Issued					2,552,350.02



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Summary of All Units
For the Six Months Ending June 30, 2025

03

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Municipal taxes	\$14,325,511	\$14,319,457	(\$6,054)	(0.04%)	\$13,332,882	\$13,314,139
Local improvement levy	21,885	21,885	-	0.00%	21,885	21,885
Aggregate levy	59,288	75,000	15,712	20.95%	2,513	112,571
User fees and sale of goods	466,100	980,653	514,553	52.47%	474,135	989,541
Rental income	39,765	85,786	46,021	53.65%	35,643	70,924
Allocation for in-house equip Rental	172,664	835,025	662,361	79.32%	137,123	841,570
Penalties and costs on taxes	28,487	150,000	121,513	81.01%	22,258	153,450
Licenses, permits and fees	51,383	44,500	(6,883)	(15.47%)	22,651	64,507
Returns on investment	259,811	531,333	271,522	51.10%	404,494	781,819
Other governments transfer for operating	299,840	1,213,938	914,097	75.30%	601,098	1,286,343
Other revenue	21,465	1,551,843	1,530,378	98.62%	24,767	51,241
Drawn from unrestricted reserves	1,035,051	1,124,271	89,220	7.94%	85,464	1,672,158
Drawn from operating reserves	128,490	188,319	59,829	31.77%	32,937	44,114
Contribution from capital program	1,991	2,500	509	20.36%	-	-
TOTAL REVENUE	16,911,729	21,124,509	4,212,780	19.94%	15,197,849	19,404,261
EXPENDITURES						
Salaries and benefits	2,441,392	4,986,346	2,544,954	51.04%	2,281,477	4,494,116
Materials, goods, supplies	1,128,042	3,221,902	2,093,860	64.99%	1,224,036	2,888,394
Utilities	59,907	143,110	83,203	58.14%	58,323	133,339
Contracted and general services	732,360	2,096,100	1,363,739	65.06%	690,494	1,918,834
Purchases from other governments	134,969	327,400	192,431	58.78%	84,103	246,142
Transfer to other governments	245,635	2,789,810	2,544,175	91.20%	249,697	1,265,984
Transfer to individuals and organizations	21,651	115,911	94,260	81.32%	24,401	95,766
Transfer to local boards and agencies	84,079	176,464	92,385	52.35%	81,642	170,784
Interest on long term debt	53,044	104,820	51,777	49.40%	55,524	109,598
Principal payment for debenture	87,943	177,154	89,210	50.36%	85,464	172,158
Provision for allowances	-	10,000	10,000	100.00%	-	45,000
Bank charges and short term interest	762	1,970	1,208	61.33%	815	1,606
Tax cancellations	504	18,800	18,296	97.32%	-	18,730
Other expenditures	0	30	30	100.47%	0	9,790
Requisitions	1,629,329	3,356,955	1,727,625	51.46%	1,565,894	3,007,765
Transfer to operating reserves	87,981	91,904	3,923	4.27%	148,501	255,151
Transfer to capital reserves	3,050,082	3,313,705	263,623	7.96%	1,740,217	3,584,376
Transfer to capital program	204,348	192,129	(12,219)	(6.36%)	134,207	142,098
TOTAL EXPENDITURES	9,962,027	21,124,509	11,162,482	52.84%	8,424,794	18,559,631
NET COST / (REVENUE):	(6,949,702)	0	6,949,702	(388251521)	(6,773,056)	(844,630)
NET COST - OPERATING FUND	(9,126,581)	(2,282,648)	6,843,934	(299.82%)	(8,677,580)	(3,109,983)
NET COST - RESERVE FUND	1,974,522	2,093,019	118,497	5.66%	1,770,317	2,123,255
NET COST - CAPITAL FUND	202,357	189,629	(12,728)	(6.71%)	134,207	142,098



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
GENERAL GOVERNMENT
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Municipal taxes	\$14,325,511	\$14,319,457	(\$6,054)	(0.04%)	\$13,332,882	\$13,314,139
Penalties and costs on taxes	28,487	150,000	121,513	81.01%	22,258	153,450
Returns on investment	246,460	412,000	165,540	40.18%	384,647	648,671
Other revenue	-	8,117	8,117	100.00%	-	-
Drawn from unrestricted reserves	1,030,111	1,119,321	89,210	7.97%	85,464	1,672,158
Drawn from operating reserves	115,725	125,725	10,000	7.95%	-	-
TOTAL REVENUE	15,746,294	16,134,620	388,326	2.41%	13,825,251	15,788,418
EXPENDITURES						
Provision for allowances	-	10,000	10,000	100.00%	-	45,000
Tax cancellations	504	18,800	18,296	97.32%	-	18,730
Other expenditures	-	30	30	100.00%	-	9,789
Requisitions	1,629,329	3,356,955	1,727,625	51.46%	1,565,894	3,007,765
Transfer to operating reserves	-	-	-	0.00%	85,464	172,158
Transfer to capital reserves	-	-	-	0.00%	-	1,500,000
TOTAL EXPENDITURES	1,629,833	3,385,785	1,755,952	51.86%	1,651,357	4,753,443
NET COST / (REVENUE):	(14,116,461)	(12,748,835)	1,367,625	(10.73%)	(12,173,893)	(11,034,975)
NET COST - OPERATING FUND	(12,970,625)	(11,503,789)	1,466,836	(12.75%)	(12,173,893)	(11,034,975)
NET COST - RESERVE FUND	(1,145,836)	(1,245,046)	(99,210)	7.97%	-	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
General Municipal
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Penalties and costs on taxes	\$28,487	\$150,000	\$121,513	81.01%	\$22,258	\$153,450
Returns on investment	246,460	412,000	165,540	40.18%	384,647	648,671
Drawn from unrestricted reserves	1,030,111	1,119,321	89,210	7.97%	85,464	1,672,158
Drawn from operating reserves	115,725	115,725	0	0.00%	-	-
TOTAL REVENUE	1,420,783	1,797,046	376,263	20.94%	492,369	2,474,279
EXPENDITURES						
Transfer to operating reserves	-	-	-	0.00%	85,464	172,158
Transfer to capital reserves	-	-	-	0.00%	-	1,500,000
TOTAL EXPENDITURES	-	-	-	0.00%	85,464	1,672,158
NET COST / (REVENUE):	(1,420,783)	(1,797,046)	(376,263)	20.94%	(406,905)	(802,121)
NET COST - OPERATING FUND	(274,947)	(562,000)	(287,053)	51.08%	(406,905)	(802,121)
NET COST - RESERVE FUND	(1,145,836)	(1,235,046)	(89,210)	7.22%	-	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Tax & Requisitions
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Municipal taxes	\$14,325,511	\$14,319,457	(\$6,054)	(0.04%)	\$13,332,882	\$13,314,139
Other revenue	-	8,117	8,117	100.00%	-	-
Drawn from operating reserves	-	10,000	10,000	100.00%	-	-
TOTAL REVENUE	14,325,511	14,337,574	12,063	0.08%	13,332,882	13,314,139
EXPENDITURES						
Provision for allowances	-	10,000	10,000	100.00%	-	45,000
Tax cancellations	504	18,800	18,296	97.32%	-	18,730
Other expenditures	-	30	30	100.00%	-	9,789
Requisitions	1,629,329	3,356,955	1,727,625	51.46%	1,565,894	3,007,765
TOTAL EXPENDITURES	1,629,833	3,385,785	1,755,952	51.86%	1,565,894	3,081,284
NET COST / (REVENUE):	(12,695,678)	(10,951,789)	1,743,889	(15.92%)	(11,766,988)	(10,232,855)
NET COST - OPERATING FUND	(12,695,678)	(10,941,789)	1,753,889	(16.03%)	(11,766,988)	(10,232,855)
NET COST - RESERVE FUND	-	(10,000)	(10,000)	100.00%	-	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
ADMINISTRATION & LEGISLATIVE
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$12,057	\$48,829	\$36,771	75.31%	\$12,290	\$49,279
Other governments transfer for operating	-	1,150	1,150	100.00%	4,900	33,744
Other revenue	4,865	10,000	5,135	51.35%	7,951	18,762
Drawn from operating reserves	-	15,833	15,833	100.00%	-	-
TOTAL REVENUE	16,922	75,812	58,890	77.68%	25,141	101,785
EXPENDITURES						
Salaries and benefits	685,119	1,373,866	688,747	50.13%	663,978	1,290,941
Materials, goods, supplies	43,789	75,993	32,204	42.38%	48,948	60,121
Utilities	7,562	17,800	10,238	57.52%	6,868	14,277
Contracted and general services	200,313	446,412	246,099	55.13%	180,985	454,690
Bank charges and short term interest	762	1,970	1,208	61.33%	815	1,606
Transfer to operating reserves	-	2,304	2,304	100.00%	3,375	4,429
Transfer to capital reserves	146,000	146,000	0	0.00%	70,000	70,000
TOTAL EXPENDITURES	1,083,545	2,064,345	980,800	47.51%	974,969	1,896,063
NET COST / (REVENUE):	1,066,623	1,988,533	921,910	46.36%	949,828	1,794,278
NET COST - OPERATING FUND	920,623	1,856,063	935,440	50.40%	876,453	1,719,849
NET COST - RESERVE FUND	146,000	132,470	(13,530)	(10.21%)	73,375	74,429



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Legislative
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
Other revenue	\$3,046	\$5,000	\$1,955	39.09%	\$4,659	\$7,121
Drawn from operating reserves	-	3,333	3,333	100.00%	-	-
TOTAL REVENUE	<u>3,046</u>	<u>8,333</u>	<u>5,288</u>	<u>63.45%</u>	<u>4,659</u>	<u>7,121</u>
EXPENDITURES						
Salaries and benefits	137,536	310,917	173,381	55.76%	145,951	282,278
Materials, goods, supplies	1,047	4,143	3,097	74.74%	800	2,327
Contracted and general services	12,976	46,406	33,430	72.04%	14,190	28,707
Transfer to operating reserves	-	875	875	100.00%	875	-
TOTAL EXPENDITURES	<u>151,558</u>	<u>362,341</u>	<u>210,783</u>	<u>58.17%</u>	<u>161,816</u>	<u>313,312</u>
NET COST / (REVENUE):	148,513	354,008	205,495	58.05%	157,156	306,191
NET COST - OPERATING FUND	148,513	356,466	207,953	58.34%	156,281	306,191
NET COST - RESERVE FUND	-	(2,458)	(2,458)	100.00%	875	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Administration
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$12,057	\$48,829	\$36,771	75.31%	\$12,290	\$49,279
Other governments transfer for operating	-	-	-	0.00%	4,900	33,744
Other revenue	1,819	5,000	3,181	63.61%	3,292	11,641
Drawn from operating reserves	-	2,500	2,500	100.00%	-	-
TOTAL REVENUE	13,877	56,329	42,452	75.36%	20,482	94,664
EXPENDITURES						
Salaries and benefits	547,583	1,055,749	508,166	48.13%	518,027	1,008,663
Materials, goods, supplies	42,743	69,850	27,107	38.81%	48,148	57,794
Utilities	7,562	17,800	10,238	57.52%	6,868	14,277
Contracted and general services	183,123	394,457	211,333	53.58%	166,794	425,982
Bank charges and short term interest	762	1,970	1,208	61.33%	815	1,606
Transfer to operating reserves	-	1,429	1,429	100.00%	-	1,929
Transfer to capital reserves	146,000	146,000	0	0.00%	70,000	70,000
TOTAL EXPENDITURES	927,773	1,687,254	759,481	45.01%	810,653	1,580,251
NET COST / (REVENUE):	913,896	1,630,925	717,029	43.96%	790,171	1,485,587
NET COST - OPERATING FUND	767,896	1,485,997	718,101	48.32%	720,171	1,413,658
NET COST - RESERVE FUND	146,000	144,929	(1,071)	(0.74%)	70,000	71,929



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Elections & Plebiscites
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Other governments transfer for operating	-	\$1,150	\$1,150	100.00%	-	-
Drawn from operating reserves	-	10,000	10,000	100.00%	-	-
TOTAL REVENUE	-	11,150	11,150	100.00%	-	-
EXPENDITURES						
Salaries and benefits	-	7,200	7,200	100.00%	-	-
Materials, goods, supplies	-	2,000	2,000	100.00%	-	-
Contracted and general services	4,214	5,550	1,336	24.07%	-	-
Transfer to operating reserves	-	-	-	0.00%	2,500	2,500
TOTAL EXPENDITURES	4,214	14,750	10,536	71.43%	2,500	2,500
NET COST / (REVENUE):	4,214	3,600	(614)	(17.06%)	2,500	2,500
NET COST - OPERATING FUND	4,214	13,600	9,386	69.01%	-	-
NET COST - RESERVE FUND	-	(10,000)	(10,000)	100.00%	2,500	2,500



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
PROTECTIVE SERVICES
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$24,595	\$68,000	\$43,405	63.83%	\$36,264	\$52,151
Licenses, permits and fees	41,008	30,250	(10,758)	(35.56%)	12,001	47,757
Other governments transfer for operating	6,156	180,202	174,046	96.58%	11,197	188,596
Other revenue	6,327	7,946	1,620	20.38%	5,508	5,508
Drawn from operating reserves	1,649	3,500	1,851	52.87%	1,937	5,292
TOTAL REVENUE	79,734	289,898	210,164	72.50%	66,907	299,303
EXPENDITURES						
Salaries and benefits	80,964	178,366	97,402	54.61%	69,473	138,398
Materials, goods, supplies	20,219	38,929	18,710	48.06%	16,128	32,149
Contracted and general services	19,302	66,861	47,559	71.13%	31,272	45,743
Purchases from other governments	56,545	195,000	138,455	71.00%	47,346	105,872
Transfer to other governments	182,995	733,120	550,125	75.04%	185,263	743,768
Transfer to individuals and organizations	7,500	7,500	-	0.00%	8,250	8,250
Transfer to operating reserves	33,327	34,946	1,620	4.63%	32,508	32,508
Transfer to capital reserves	127,000	127,000	-	0.00%	114,000	151,944
TOTAL EXPENDITURES	527,852	1,381,722	853,870	61.80%	504,240	1,258,632
NET COST / (REVENUE):	448,118	1,091,824	643,706	58.96%	437,332	959,329
NET COST - OPERATING FUND	289,440	933,378	643,937	68.99%	292,761	780,169
NET COST - RESERVE FUND	158,677	158,446	(231)	(0.15%)	144,571	179,160



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Police Funding Model
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
EXPENDITURES						
Transfer to other governments	\$90,924	\$365,000	\$274,076	75.09%	\$88,397	\$353,764
Transfer to individuals and organizations	-	-	-	0.00%	750	750
TOTAL EXPENDITURES	90,924	365,000	274,076	75.09%	89,147	354,514
NET COST / (REVENUE):	90,924	365,000	274,076	75.09%	89,147	354,514
NET COST - OPERATING FUND	90,924	365,000	274,076	75.09%	89,147	354,514



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Fire Services
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$24,595	\$68,000	\$43,405	63.83%	\$33,875	\$49,610
Other governments transfer for operating	-	169,012	169,012	100.00%	-	174,406
TOTAL REVENUE	<u>24,595</u>	<u>237,012</u>	<u>212,417</u>	<u>89.62%</u>	<u>33,875</u>	<u>224,016</u>
EXPENDITURES						
Salaries and benefits	(10)	510	520	102.05%	7	448
Materials, goods, supplies	1,405	-	(1,405)	0.00%	-	-
Contracted and general services	-	2,090	2,090	100.00%	-	59
Purchases from other governments	56,545	195,000	138,455	71.00%	47,346	105,872
Transfer to other governments	92,071	368,120	276,049	74.99%	96,866	390,004
Transfer to operating reserves	25,000	25,000	-	0.00%	25,000	25,000
Transfer to capital reserves	97,000	97,000	-	0.00%	97,000	134,944
TOTAL EXPENDITURES	<u>272,010</u>	<u>687,720</u>	<u>415,710</u>	<u>60.45%</u>	<u>266,219</u>	<u>656,326</u>
NET COST / (REVENUE):	247,416	450,708	203,292	45.11%	232,344	432,310
NET COST - OPERATING FUND	125,416	328,708	203,292	61.85%	110,344	272,366
NET COST - RESERVE FUND	122,000	122,000	-	0.00%	122,000	159,944



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Emergency Management
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
EXPENDITURES						
Salaries and benefits	\$6,476	\$12,644	\$6,167	48.78%	\$3,374	\$11,573
Materials, goods, supplies	223	500	277	55.44%	339	1,022
Contracted and general services	174	1,463	1,289	88.10%	280	366
Transfer to operating reserves	2,000	2,000	-	0.00%	2,000	2,000
TOTAL EXPENDITURES	8,873	16,607	7,734	46.57%	5,993	14,961
NET COST / (REVENUE):	8,873	16,607	7,734	46.57%	5,993	14,961
NET COST - OPERATING FUND	6,873	14,607	7,734	52.95%	3,993	12,961
NET COST - RESERVE FUND	2,000	2,000	-	0.00%	2,000	2,000



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
By-Law Enforcement
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	-	-	-	0.00%	\$2,389	\$2,389
Licenses, permits and fees	41,008	30,250	(10,758)	(35.56%)	12,001	47,757
TOTAL REVENUE	41,008	30,250	(10,758)	(35.56%)	14,390	50,146
EXPENDITURES						
Salaries and benefits	59,291	110,334	51,043	46.26%	50,244	95,761
Materials, goods, supplies	12,676	26,357	13,681	51.90%	12,986	23,082
Contracted and general services	12,379	32,443	20,064	61.84%	16,737	22,950
Transfer to capital reserves	30,000	30,000	-	0.00%	17,000	17,000
TOTAL EXPENDITURES	114,347	199,134	84,787	42.58%	96,966	158,793
NET COST / (REVENUE):	73,339	168,884	95,545	56.57%	82,576	108,647
NET COST - OPERATING FUND	43,339	138,884	95,545	68.79%	65,576	91,647
NET COST - RESERVE FUND	30,000	30,000	-	0.00%	17,000	17,000



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Ambulance Services
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
EXPENDITURES						
Transfer to individuals and organizations	<u>\$7,500</u>	<u>\$7,500</u>	<u>-</u>	<u>0.00%</u>	<u>\$7,500</u>	<u>\$7,500</u>
TOTAL EXPENDITURES	<u>7,500</u>	<u>7,500</u>	<u>-</u>	<u>0.00%</u>	<u>7,500</u>	<u>7,500</u>
NET COST / (REVENUE):	7,500	7,500	-	0.00%	7,500	7,500
NET COST - OPERATING FUND	7,500	7,500	-	0.00%	7,500	7,500



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Safety Program
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	-	-	-	0.00%	-	\$152
Other revenue	6,327	7,946	1,620	20.38%	5,508	5,508
Drawn from operating reserves	1,649	3,500	1,851	52.87%	1,937	5,292
TOTAL REVENUE	7,976	11,446	3,470	30.32%	7,444	10,952
EXPENDITURES						
Salaries and benefits	15,207	54,879	39,671	72.29%	13,809	28,577
Materials, goods, supplies	2,543	11,572	9,029	78.03%	1,799	7,042
Contracted and general services	5,614	17,589	11,975	68.08%	5,927	9,551
Transfer to operating reserves	6,327	7,946	1,620	20.38%	5,508	5,508
TOTAL EXPENDITURES	29,690	91,986	62,295	67.72%	27,042	50,677
NET COST / (REVENUE):	21,714	80,540	58,825	73.04%	19,598	39,726
NET COST - OPERATING FUND	17,037	76,093	59,056	77.61%	16,027	39,509
NET COST - RESERVE FUND	4,677	4,446	(231)	(5.20%)	3,571	216



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Barrhead and Regional Crime Coalition (BARCC)
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Other governments transfer for operating	\$6,156	\$11,190	\$5,034	44.99%	\$11,197	\$14,190
TOTAL REVENUE	<u>6,156</u>	<u>11,190</u>	<u>5,034</u>	<u>44.99%</u>	<u>11,197</u>	<u>14,190</u>
EXPENDITURES						
Salaries and benefits	-	-	-	0.00%	2,040	2,040
Materials, goods, supplies	3,372	500	(2,872)	(574.41%)	1,004	1,004
Contracted and general services	1,135	13,276	12,141	91.45%	8,328	12,817
TOTAL EXPENDITURES	<u>4,507</u>	<u>13,776</u>	<u>9,269</u>	<u>67.28%</u>	<u>11,372</u>	<u>15,861</u>
NET COST / (REVENUE):	(1,649)	2,586	4,235	163.75%	175	1,671
NET COST - OPERATING FUND	(1,649)	2,586	4,235	163.75%	175	1,671



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
TRANSPORTATION SERVICES
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Aggregate levy	\$59,288	\$75,000	\$15,712	20.95%	\$2,513	\$112,571
User fees and sale of goods	167,480	258,000	90,520	35.09%	123,047	258,651
Rental income	9,858	11,395	1,538	13.49%	9,698	11,235
Allocation for in-house equip Rental	172,664	835,025	662,361	79.32%	137,123	841,570
Returns on investment	1,412	18,412	17,000	92.33%	2,790	23,271
Other governments transfer for operating	12,438	559,875	547,438	97.78%	539,886	548,533
Other revenue	-	-	-	0.00%	40	2,969
TOTAL REVENUE	423,138	1,757,707	1,334,569	75.93%	815,096	1,798,801
EXPENDITURES						
Salaries and benefits	1,221,151	2,464,401	1,243,250	50.45%	1,179,334	2,314,642
Materials, goods, supplies	873,725	2,787,315	1,913,590	68.65%	1,042,570	2,598,784
Utilities	41,517	94,050	52,533	55.86%	40,088	91,545
Contracted and general services	376,610	1,101,229	724,619	65.80%	295,394	1,011,352
Transfer to capital reserves	2,513,008	2,635,071	122,063	4.63%	1,286,227	1,417,056
Transfer to capital program	204,348	192,129	(12,219)	(6.36%)	134,207	134,207
TOTAL EXPENDITURES	5,230,358	9,274,195	4,043,837	43.60%	3,977,820	7,567,585
NET COST / (REVENUE):	4,807,220	7,516,488	2,709,268	36.04%	3,162,724	5,768,785
NET COST - OPERATING FUND	2,089,864	4,689,288	2,599,424	55.43%	1,742,291	4,217,522
NET COST - RESERVE FUND	2,513,008	2,635,071	122,063	4.63%	1,286,227	1,417,056
NET COST - CAPITAL FUND	204,348	192,129	(12,219)	(6.36%)	134,207	134,207



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Public Works
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Aggregate levy	\$59,288	\$75,000	\$15,712	20.95%	\$2,513	\$112,571
User fees and sale of goods	167,480	258,000	90,520	35.09%	123,047	258,651
Allocation for in-house equip Rental	172,664	835,025	662,361	79.32%	137,123	841,570
Returns on investment	1,412	18,412	17,000	92.33%	2,790	23,271
Other governments transfer for operating	-	535,000	535,000	100.00%	531,226	531,226
Other revenue	-	-	-	0.00%	40	2,969
TOTAL REVENUE	400,843	1,721,437	1,320,594	76.71%	796,738	1,770,258
EXPENDITURES						
Salaries and benefits	1,220,076	2,461,091	1,241,015	50.43%	1,178,284	2,312,542
Materials, goods, supplies	860,892	2,778,815	1,917,923	69.02%	1,041,371	2,587,745
Utilities	39,458	89,600	50,142	55.96%	37,986	86,784
Contracted and general services	362,161	1,056,344	694,183	65.72%	285,248	983,339
Transfer to capital reserves	2,495,008	2,617,071	122,063	4.66%	1,268,227	1,399,056
Transfer to capital program	204,348	192,129	(12,219)	(6.36%)	134,207	134,207
TOTAL EXPENDITURES	5,181,942	9,195,050	4,013,108	43.64%	3,945,323	7,503,673
NET COST / (REVENUE):	4,781,099	7,473,613	2,692,514	36.03%	3,148,585	5,733,415
NET COST - OPERATING FUND	2,081,743	4,664,413	2,582,670	55.37%	1,746,152	4,200,152
NET COST - RESERVE FUND	2,495,008	2,617,071	122,063	4.66%	1,268,227	1,399,056
NET COST - CAPITAL FUND	204,348	192,129	(12,219)	(6.36%)	134,207	134,207



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Airport Services
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Rental income	\$9,858	\$11,395	\$1,538	13.49%	\$9,698	\$11,235
Other governments transfer for operating	12,438	24,875	12,438	50.00%	8,660	17,307
TOTAL REVENUE	22,295	36,270	13,975	38.53%	18,358	28,542
EXPENDITURES						
Salaries and benefits	1,075	3,310	2,235	67.52%	1,050	2,100
Materials, goods, supplies	12,833	8,500	(4,333)	(50.98%)	1,199	11,038
Utilities	2,060	4,450	2,390	53.72%	2,102	4,761
Contracted and general services	14,449	44,885	30,436	67.81%	10,146	28,013
Transfer to capital reserves	18,000	18,000	-	0.00%	18,000	18,000
TOTAL EXPENDITURES	48,416	79,145	30,729	38.83%	32,496	63,912
NET COST / (REVENUE):	26,121	42,875	16,754	39.08%	14,139	35,370
NET COST - OPERATING FUND	8,121	24,875	16,754	67.35%	(3,861)	17,370
NET COST - RESERVE FUND	18,000	18,000	-	0.00%	18,000	18,000



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
UTILITIES AND WASTE MANAGEMENT
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Local improvement levy	\$21,885	\$21,885	-	0.00%	\$21,885	\$21,885
User fees and sale of goods	219,171	416,074	196,903	47.32%	209,571	428,296
Rental income	17,718	49,131	31,413	63.94%	13,931	34,399
Returns on investment	-	88,038	88,038	100.00%	-	80,532
Other revenue	-	1,500,000	1,500,000	100.00%	-	-
TOTAL REVENUE	258,774	2,075,128	1,816,355	87.53%	245,387	565,113
EXPENDITURES						
Salaries and benefits	52,557	103,719	51,162	49.33%	53,040	106,741
Materials, goods, supplies	6,245	50,051	43,806	87.52%	12,457	41,731
Utilities	10,827	26,260	15,433	58.77%	11,357	25,712
Contracted and general services	58,036	185,191	127,155	68.66%	83,334	141,936
Purchases from other governments	78,424	132,400	53,976	40.77%	36,757	140,270
Transfer to other governments	24,065	1,596,260	1,572,195	98.49%	25,860	76,831
Transfer to operating reserves	5,000	5,000	-	0.00%	5,000	5,000
Transfer to capital reserves	198,885	323,634	124,749	38.55%	198,885	349,348
TOTAL EXPENDITURES	434,040	2,422,515	1,988,476	82.08%	426,690	887,570
NET COST / (REVENUE):	175,266	347,387	172,121	49.55%	181,303	322,457
NET COST - OPERATING FUND	(28,619)	18,753	47,372	252.61%	(22,582)	(31,891)
NET COST - RESERVE FUND	203,885	328,634	124,749	37.96%	203,885	354,348



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Water & Sewer Utility Holders
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Local improvement levy	\$21,885	\$21,885	-	0.00%	\$21,885	\$21,885
User fees and sale of goods	166,700	317,586	150,886	47.51%	157,206	306,092
Rental income	17,718	49,131	31,413	63.94%	13,931	34,399
Returns on investment	-	63,038	63,038	100.00%	-	46,005
Other revenue	-	1,500,000	1,500,000	100.00%	-	-
TOTAL REVENUE	206,303	1,951,640	1,745,337	89.43%	193,022	408,381
EXPENDITURES						
Salaries and benefits	40,376	72,831	32,455	44.56%	35,426	68,860
Materials, goods, supplies	3,750	29,651	25,901	87.35%	6,048	13,595
Utilities	8,565	19,500	10,935	56.08%	8,870	20,094
Contracted and general services	11,866	64,196	52,330	81.52%	25,298	36,016
Purchases from other governments	72,589	117,352	44,763	38.14%	32,109	126,544
Transfer to other governments	-	1,500,000	1,500,000	100.00%	-	-
Transfer to capital reserves	95,885	156,885	61,000	38.88%	95,885	139,623
TOTAL EXPENDITURES	233,031	1,960,415	1,727,384	88.11%	203,636	404,731
NET COST / (REVENUE):	26,728	8,775	(17,953)	(204.59%)	10,614	(3,649)
NET COST - OPERATING FUND	(69,157)	(148,110)	(78,953)	53.31%	(85,271)	(143,273)
NET COST - RESERVE FUND	95,885	156,885	61,000	38.88%	95,885	139,623



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Truck Fill
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$18,606	\$37,488	\$18,882	50.37%	\$10,492	\$35,141
TOTAL REVENUE	<u>18,606</u>	<u>37,488</u>	<u>18,882</u>	<u>50.37%</u>	<u>10,492</u>	<u>35,141</u>
EXPENDITURES						
Salaries and benefits	671	1,332	661	49.63%	602	1,146
Materials, goods, supplies	-	1,000	1,000	100.00%	-	1,593
Utilities	866	1,700	834	49.04%	924	1,970
Contracted and general services	380	613	233	38.05%	319	545
Purchases from other governments	5,836	12,048	6,212	51.56%	4,648	10,726
Transfer to capital reserves	-	20,795	20,795	100.00%	-	19,162
TOTAL EXPENDITURES	<u>7,753</u>	<u>37,488</u>	<u>29,735</u>	<u>79.32%</u>	<u>6,492</u>	<u>35,141</u>
NET COST / (REVENUE):	(10,853)	0	10,853	380794836	(4,000)	-
NET COST - OPERATING FUND	(10,853)	(20,795)	(9,942)	47.81%	(4,000)	(19,162)
NET COST - RESERVE FUND	-	20,795	20,795	100.00%	-	19,162



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Lagoons
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$33,865	\$61,000	\$27,135	44.48%	\$41,873	\$87,063
TOTAL REVENUE	33,865	61,000	27,135	44.48%	41,873	87,063
EXPENDITURES						
Salaries and benefits	3,881	9,606	5,725	59.60%	7,185	12,224
Materials, goods, supplies	-	1,200	1,200	100.00%	1,835	2,615
Utilities	1,396	5,060	3,664	72.41%	1,564	3,648
Contracted and general services	146	24,180	24,034	99.40%	7,490	12,541
Purchases from other governments	-	3,000	3,000	100.00%	-	3,000
Transfer to capital reserves	-	17,954	17,954	100.00%	-	53,035
TOTAL EXPENDITURES	5,423	61,000	55,577	91.11%	18,073	87,063
NET COST / (REVENUE):	(28,442)	0	28,442	220478924	(23,800)	-
NET COST - OPERATING FUND	(28,442)	(17,954)	10,488	(58.41%)	(23,800)	(53,035)
NET COST - RESERVE FUND	-	17,954	17,954	100.00%	-	53,035



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
General Utility Services
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
EXPENDITURES						
Materials, goods, supplies	\$375	-	(\$375)	0.00%	\$1,485	\$8,434
Contracted and general services	-	-	-	0.00%	7,168	10,767
Transfer to capital reserves	50,000	50,000	-	0.00%	50,000	50,000
TOTAL EXPENDITURES	50,375	50,000	(375)	(0.75%)	58,653	69,201
NET COST / (REVENUE):	50,375	50,000	(375)	(0.75%)	58,653	69,201
NET COST - OPERATING FUND	375	-	(375)	0.00%	8,653	19,201
NET COST - RESERVE FUND	50,000	50,000	-	0.00%	50,000	50,000



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Waste Management
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Returns on investment	-	\$25,000	\$25,000	100.00%	-	\$34,528
TOTAL REVENUE	-	25,000	25,000	100.00%	-	34,528
EXPENDITURES						
Salaries and benefits	7,629	19,950	12,321	61.76%	9,828	24,512
Materials, goods, supplies	2,119	18,200	16,081	88.36%	3,089	15,495
Contracted and general services	45,645	96,202	50,557	52.55%	43,059	82,068
Transfer to other governments	24,065	96,260	72,195	75.00%	25,860	76,831
Transfer to operating reserves	5,000	5,000	-	0.00%	5,000	5,000
Transfer to capital reserves	53,000	78,000	25,000	32.05%	53,000	87,528
TOTAL EXPENDITURES	137,457	313,612	176,155	56.17%	139,835	291,433
NET COST / (REVENUE):	137,457	288,612	151,155	52.37%	139,835	256,906
NET COST - OPERATING FUND	79,457	205,612	126,155	61.36%	81,835	164,378
NET COST - RESERVE FUND	58,000	83,000	25,000	30.12%	58,000	92,528



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
COMMUNITY SUPPORT SERVICES
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
EXPENDITURES						
Transfer to other governments	<u>\$38,575</u>	<u>\$77,149</u>	<u>\$38,575</u>	<u>50.00%</u>	<u>\$38,575</u>	<u>\$77,149</u>
TOTAL EXPENDITURES	<u>38,575</u>	<u>77,149</u>	<u>38,575</u>	<u>50.00%</u>	<u>38,575</u>	<u>77,149</u>
NET COST / (REVENUE):	38,575	77,149	38,575	50.00%	38,575	77,149
NET COST - OPERATING FUND	38,575	77,149	38,575	50.00%	38,575	77,149



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Family and Community Support Services (FCSS)
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
EXPENDITURES						
Transfer to other governments	<u>\$38,575</u>	<u>\$77,149</u>	<u>\$38,575</u>	<u>50.00%</u>	<u>\$38,575</u>	<u>\$77,149</u>
TOTAL EXPENDITURES	<u>38,575</u>	<u>77,149</u>	<u>38,575</u>	<u>50.00%</u>	<u>38,575</u>	<u>77,149</u>
NET COST / (REVENUE):	38,575	77,149	38,575	50.00%	38,575	77,149
NET COST - OPERATING FUND	38,575	77,149	38,575	50.00%	38,575	77,149



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
PLANNING & DEVELOPMENT
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Rental income	\$12,190	\$17,260	\$5,070	29.37%	\$12,015	\$17,290
Licenses, permits and fees	10,375	14,250	3,875	27.19%	10,650	16,750
Returns on investment	9,056	10,000	944	9.44%	13,977	26,264
Other governments transfer for operating	-	-	-	0.00%	44,115	44,115
Other revenue	10,273	21,000	10,727	51.08%	7,871	18,603
TOTAL REVENUE	41,894	62,510	20,616	32.98%	88,628	123,022
EXPENDITURES						
Salaries and benefits	104,027	292,811	188,784	64.47%	124,555	229,908
Materials, goods, supplies	36,752	38,093	1,341	3.52%	1,328	35,370
Contracted and general services	30,795	117,021	86,226	73.68%	26,940	103,929
Transfer to individuals and organizations	-	-	-	0.00%	1,000	1,000
Transfer to operating reserves	10,000	10,000	-	0.00%	10,000	10,000
Transfer to capital reserves	15,189	30,000	14,811	49.37%	21,105	43,674
TOTAL EXPENDITURES	196,763	487,926	291,163	59.67%	184,928	423,881
NET COST / (REVENUE):	154,869	425,416	270,547	63.60%	96,301	300,859
NET COST - OPERATING FUND	129,680	385,416	255,736	66.35%	65,196	247,185
NET COST - RESERVE FUND	25,189	40,000	14,811	37.03%	31,105	53,674



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Land Use Planning & Dev
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
Licenses, permits and fees	\$10,375	\$14,250	\$3,875	27.19%	\$10,650	\$16,750
Returns on investment	9,056	10,000	944	9.44%	13,977	26,264
Other revenue	10,273	21,000	10,727	51.08%	7,871	18,603
TOTAL REVENUE	<u>29,704</u>	<u>45,250</u>	<u>15,546</u>	<u>34.36%</u>	<u>32,497</u>	<u>61,617</u>
EXPENDITURES						
Salaries and benefits	57,861	163,518	105,657	64.62%	74,507	137,450
Materials, goods, supplies	35,984	37,093	1,109	2.99%	1,068	29,740
Contracted and general services	14,047	58,437	44,390	75.96%	10,216	45,272
Transfer to operating reserves	10,000	10,000	-	0.00%	10,000	10,000
Transfer to capital reserves	15,189	30,000	14,811	49.37%	21,105	43,674
TOTAL EXPENDITURES	<u>133,080</u>	<u>299,048</u>	<u>165,968</u>	<u>55.50%</u>	<u>116,897</u>	<u>266,137</u>
NET COST / (REVENUE):	103,376	253,798	150,422	59.27%	84,399	204,520
NET COST - OPERATING FUND	78,187	213,798	135,611	63.43%	53,295	150,845
NET COST - RESERVE FUND	25,189	40,000	14,811	37.03%	31,105	53,674



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Economic Development
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Other governments transfer for operating	-	-	-	0.00%	\$44,115	\$44,115
TOTAL REVENUE	-	-	-	0.00%	44,115	44,115
EXPENDITURES						
Salaries and benefits	46,166	129,293	83,127	64.29%	50,048	92,459
Materials, goods, supplies	768	1,000	232	23.24%	260	5,630
Contracted and general services	16,466	58,301	41,836	71.76%	16,724	58,373
Transfer to individuals and organizations	-	-	-	0.00%	1,000	1,000
TOTAL EXPENDITURES	63,400	188,595	125,195	66.38%	68,031	157,462
NET COST / (REVENUE):	63,400	188,595	125,195	66.38%	23,916	113,346
NET COST - OPERATING FUND	63,400	188,595	125,195	66.38%	23,916	113,346



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Subdivision & Land Development
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
EXPENDITURES						
Contracted and general services	<u>\$283</u>	<u>\$283</u>	<u>\$0</u>	<u>0.01%</u>	<u>-</u>	<u>\$283</u>
TOTAL EXPENDITURES	<u>283</u>	<u>283</u>	<u>0</u>	<u>0.01%</u>	<u>-</u>	<u>283</u>
NET COST / (REVENUE):	283	283	0	0.01%	-	283
NET COST - OPERATING FUND	283	283	0	0.01%	-	283



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Land, Housing & Building Rentals
For the Six Months Ending June 30, 2025

	<u>June 2025 YTD</u>	<u>2025 Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>	<u>June 2024 YTD</u>	<u>PY (2024)</u>
REVENUE						
Rental income	<u>\$12,190</u>	<u>\$17,260</u>	<u>\$5,070</u>	<u>29.37%</u>	<u>\$12,015</u>	<u>\$17,290</u>
TOTAL REVENUE	<u>12,190</u>	<u>17,260</u>	<u>5,070</u>	<u>29.37%</u>	<u>12,015</u>	<u>17,290</u>
EXPENDITURES	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET COST / (REVENUE):	(12,190)	(17,260)	(5,070)	29.37%	(12,015)	(17,290)
NET COST - OPERATING FUND	(12,190)	(17,260)	(5,070)	29.37%	(12,015)	(17,290)



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
AGRICULTURAL SERVICES
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$39,989	\$179,750	\$139,761	77.75%	\$89,725	\$189,549
Rental income	-	8,000	8,000	100.00%	-	8,000
Other governments transfer for operating	281,247	296,247	15,000	5.06%	1,000	300,284
Other revenue	-	1,000	1,000	100.00%	-	2,002
Drawn from operating reserves	-	21,261	21,261	100.00%	-	12,572
Contribution from capital program	1,991	2,500	509	20.36%	-	-
TOTAL REVENUE	323,227	508,758	185,531	36.47%	90,725	512,408
EXPENDITURES						
Salaries and benefits	290,557	555,182	264,626	47.66%	182,180	391,389
Materials, goods, supplies	145,974	219,021	73,047	33.35%	98,588	113,188
Utilities	-	5,000	5,000	100.00%	10	1,805
Contracted and general services	37,647	150,518	112,871	74.99%	52,222	129,869
Transfer to other governments	-	2,500	2,500	100.00%	-	3,222
Transfer to individuals and organizations	-	59,261	59,261	100.00%	864	51,268
Transfer to operating reserves	-	-	-	0.00%	-	18,901
Transfer to capital reserves	50,000	52,000	2,000	3.85%	50,000	52,353
TOTAL EXPENDITURES	524,177	1,043,482	519,305	49.77%	383,864	761,996
NET COST / (REVENUE):	200,950	534,724	333,774	62.42%	293,139	249,589
NET COST - OPERATING FUND	152,941	506,485	353,544	69.80%	243,139	190,906
NET COST - RESERVE FUND	50,000	30,739	(19,261)	(62.66%)	50,000	58,683
NET COST - CAPITAL FUND	(1,991)	(2,500)	(509)	20.36%	-	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Ag Services
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$17,069	\$29,750	\$12,681	42.62%	\$23,993	\$35,072
Rental income	-	8,000	8,000	100.00%	-	8,000
Other governments transfer for operating	166,247	169,247	3,000	1.77%	1,000	169,214
Other revenue	-	1,000	1,000	100.00%	-	2,002
Drawn from operating reserves	-	-	-	0.00%	-	36
TOTAL REVENUE	183,316	207,997	24,681	11.87%	24,993	214,324
EXPENDITURES						
Salaries and benefits	192,458	425,823	233,365	54.80%	115,871	262,128
Materials, goods, supplies	121,274	167,489	46,215	27.59%	62,710	75,852
Utilities	-	5,000	5,000	100.00%	10	1,805
Contracted and general services	30,269	92,622	62,353	67.32%	48,408	80,536
Transfer to other governments	-	2,500	2,500	100.00%	-	3,222
Transfer to individuals and organizations	-	13,000	13,000	100.00%	864	11,864
Transfer to capital reserves	50,000	50,000	-	0.00%	50,000	50,000
TOTAL EXPENDITURES	394,001	756,434	362,433	47.91%	277,863	485,407
NET COST / (REVENUE):	210,685	548,437	337,752	61.58%	252,870	271,083
NET COST - OPERATING FUND	160,685	498,437	337,752	67.76%	202,870	221,119
NET COST - RESERVE FUND	50,000	50,000	-	0.00%	50,000	49,964



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Alus (ALUS)
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$22,920	\$150,000	\$127,080	84.72%	\$65,732	\$154,477
Other governments transfer for operating	115,000	127,000	12,000	9.45%	-	131,070
Drawn from operating reserves	-	21,261	21,261	100.00%	-	12,536
Contribution from capital program	1,991	2,500	509	20.36%	-	-
TOTAL REVENUE	139,911	300,761	160,850	53.48%	65,732	298,084
EXPENDITURES						
Salaries and benefits	98,098	129,359	31,261	24.17%	66,308	129,261
Materials, goods, supplies	24,699	51,532	26,833	52.07%	35,878	37,336
Contracted and general services	7,378	57,896	50,518	87.26%	3,814	49,333
Transfer to individuals and organizations	-	46,261	46,261	100.00%	-	39,404
Transfer to operating reserves	-	-	-	0.00%	-	18,901
Transfer to capital reserves	-	2,000	2,000	100.00%	-	2,353
TOTAL EXPENDITURES	130,176	287,048	156,872	54.65%	106,001	276,589
NET COST / (REVENUE):	(9,735)	(13,713)	(3,978)	29.01%	40,268	(21,495)
NET COST - OPERATING FUND	(7,744)	8,048	15,792	196.22%	40,268	(30,213)
NET COST - RESERVE FUND	-	(19,261)	(19,261)	100.00%	-	8,719
NET COST - CAPITAL FUND	(1,991)	(2,500)	(509)	20.36%	-	-



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
RECREATION & CULTURE
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$2,809	\$10,000	\$7,191	71.91%	\$3,238	\$11,614
Returns on investment	2,883	2,883	-	0.00%	3,080	3,080
Other governments transfer for operating	-	176,464	176,464	100.00%	-	171,070
Other revenue	-	3,780	3,780	100.00%	3,397	3,397
Drawn from unrestricted reserves	4,940	4,950	10	0.20%	-	-
Drawn from operating reserves	11,116	22,000	10,884	49.47%	31,000	26,250
TOTAL REVENUE	21,747	220,077	198,329	90.12%	40,716	215,412
EXPENDITURES						
Salaries and benefits	7,017	18,000	10,983	61.02%	8,917	22,097
Materials, goods, supplies	1,340	12,500	11,160	89.28%	4,017	7,051
Contracted and general services	9,657	28,867	19,210	66.55%	20,348	31,315
Transfer to other governments	-	380,781	380,781	100.00%	-	365,015
Transfer to individuals and organizations	14,151	49,150	35,000	71.21%	14,287	35,248
Transfer to local boards and agencies	84,079	176,464	92,385	52.35%	81,642	170,784
Interest on long term debt	53,044	104,820	51,777	49.40%	55,524	109,598
Principal payment for debenture	87,943	177,154	89,210	50.36%	85,464	172,158
Transfer to operating reserves	39,654	39,654	-	0.00%	12,154	12,154
Transfer to capital program	-	-	-	0.00%	-	7,892
TOTAL EXPENDITURES	296,885	987,390	690,505	69.93%	282,352	933,312
NET COST / (REVENUE):	275,138	767,313	492,176	64.14%	241,636	717,900
NET COST - OPERATING FUND	251,539	754,609	503,070	66.67%	260,482	724,104
NET COST - RESERVE FUND	23,598	12,704	(10,894)	(85.75%)	(18,846)	(14,096)
NET COST - CAPITAL FUND	-	-	-	0.00%	-	7,892



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Recreation
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
User fees and sale of goods	\$2,809	\$10,000	\$7,191	71.91%	\$3,238	\$11,614
Returns on investment	2,883	2,883	-	0.00%	3,080	3,080
Other revenue	-	3,780	3,780	100.00%	3,397	3,397
Drawn from operating reserves	9,068	7,000	(2,068)	(29.55%)	2,500	2,500
TOTAL REVENUE	14,760	23,663	8,903	37.62%	12,216	20,592
EXPENDITURES						
Salaries and benefits	7,017	18,000	10,983	61.02%	8,917	22,097
Materials, goods, supplies	1,340	12,500	11,160	89.28%	4,017	7,051
Contracted and general services	9,657	28,867	19,210	66.55%	5,948	16,915
Transfer to other governments	-	376,431	376,431	100.00%	-	362,951
Transfer to individuals and organizations	2,500	12,000	9,500	79.17%	-	15,961
Interest on long term debt	53,044	104,820	51,777	49.40%	55,524	109,598
Principal payment for debenture	87,943	177,154	89,210	50.36%	85,464	172,158
Transfer to operating reserves	39,654	39,654	-	0.00%	12,154	12,154
Transfer to capital program	-	-	-	0.00%	-	7,892
TOTAL EXPENDITURES	201,155	769,426	568,271	73.86%	172,023	726,777
NET COST / (REVENUE):	186,396	745,763	559,368	75.01%	159,807	706,185
NET COST - OPERATING FUND	155,810	713,109	557,299	78.15%	150,153	688,639
NET COST - RESERVE FUND	30,586	32,654	2,068	6.33%	9,654	9,654
NET COST - CAPITAL FUND	-	-	-	0.00%	-	7,892



COUNTY OF BARRHEAD NO.11
YTD BUDGET REPORT
Culture
For the Six Months Ending June 30, 2025

	June 2025 YTD	2025 Budget	Budget Variance	% Variance	June 2024 YTD	PY (2024)
REVENUE						
Other governments transfer for operating	-	\$176,464	\$176,464	100.00%	-	\$171,070
Drawn from unrestricted reserves	4,940	4,950	10	0.20%	-	-
Drawn from operating reserves	2,048	15,000	12,953	86.35%	28,500	23,750
TOTAL REVENUE	6,988	196,414	189,426	96.44%	28,500	194,820
EXPENDITURES						
Contracted and general services	-	-	-	0.00%	14,400	14,400
Transfer to other governments	-	4,350	4,350	100.00%	-	2,064
Transfer to individuals and organizations	11,651	37,150	25,500	68.64%	14,287	19,287
Transfer to local boards and agencies	84,079	176,464	92,385	52.35%	81,642	170,784
TOTAL EXPENDITURES	95,729	217,964	122,234	56.08%	110,329	206,535
NET COST / (REVENUE):	88,742	21,550	(67,192)	(311.80%)	81,829	11,715
NET COST - OPERATING FUND	95,729	41,500	(54,229)	(130.67%)	110,329	35,465
NET COST - RESERVE FUND	(6,988)	(19,950)	(12,963)	64.97%	(28,500)	(23,750)

County of Barrhead
June 2025 YTD Capital Report

04

	Admin & General	Emerg. Mgmt	Enforce.	Fire & ERC	Public Works	Airport	Waste Mgmt	Utilities	Planning & Dev.	Subdiv & Land Dev.	Ag Services	Rec & Culture	Total - June 2025 YTD	2025 BUDGET
1 CAPITAL APPLIED														
2 Land & Land Improvements					-		-		5,085				5,085	30,760
3 Buildings	-			-	-								-	55,463
4 Machinery & Equipment	5,263		10,164		896,818		-	52,013			75,557		1,039,815	1,141,104
5 Engineered Structures														
6 Sidewalks													-	
7 Road Construction					272,760								272,760	1,308,050
8 Paving & Overlays					-									
9 Bridges					68,635								68,635	1,353,723
10 Neerlandia Lagoon														
11 Vehicles				-	371,812						88,215		460,027	909,899
Subtotal: Capital Assets														
13 Purchased/Constructed	5,263	-	10,164	-	1,610,024	-	-	52,013	5,085		163,772	-	1,846,322	4,798,999
14 Transfer to Individuals													-	-
15 Transfer to Local Governments													-	-
16 Transfer to Operating	-		-	-	-	-	-	-	-	-	1,991	-	1,991	1,502,500
17 Transfer to Capital Reserves	146,000		30,000	97,000	2,495,008	18,000	53,000	145,885	15,189	-	50,000	-	3,050,082	3,313,705
18 TOTAL CAPITAL APPLIED	151,263	-	40,164	97,000	4,105,032	18,000	53,000	197,898	20,274	-	215,763	-	4,898,395	
19 BUDGETED CAPITAL APPLIED:	206,436		568,450		6,632,334	18,000	115,500	314,984	30,000	-	227,000	-	8,112,704	9,615,204
20														
21 CAPITAL ACQUIRED														
22 Sale of Land													-	-
23 Sale of Buildings													-	-
24 Sale of Machinery & Equipment					400,000		-						400,000	405,000
25 Sale of Vehicles								-			-		-	46,000
26 Contributions from Individuals - TCA									5,085				5,085	-
27 Contributions from Individuals - Reserves													-	-
28 Insurance Proceeds													-	-
29 Federal Grants					-								-	-
30 Provincial Grants Capital-Bridges					43,181								43,181	850,292
31 Provincial Grants Capital-LGFF					57,056								57,056	1,108,421
32 Local Governments Contributions													-	-
33 Contributions from Operating					204,348								204,348	192,129
34 Contributions from Operating to Capital Reserves	146,000	-	30,000	97,000	2,495,008	18,000	53,000	145,885	15,189	-	50,000	-	3,050,082	3,313,705
35 Contributions from Reserves to Operating	-	-	-	-	-	-	-	-	-	-	1,991	-	1,991	1,502,500
36 Contributions from Reserves for Capital	5,263		10,164	-	905,439	-	-	52,013	-	-	163,772	-	1,136,651	2,197,157
37 TOTAL CAPITAL ACQUIRED	151,263	-	40,164	97,000	4,105,031	18,000	53,000	197,898	20,274	-	215,763	-	4,898,394	
38 BUDGETED CAPITAL ACQUIRED:	206,436	-	568,450	-	6,632,334	18,000	115,500	314,984	30,000	-	227,000	-	8,112,704	9,615,204

County of Barrhead
June 2025 YTD Capital Report

CF - denotes carry forward

	EXPENDITURE YTD June 2025	FUNDING SOURCE						2025 BUDGET
		GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	
ADMINISTRATION								
Renovations - architect only (CF)								20,000
Telephone System (CF)								15,000
Servers, IT Infrastructure (Year 1 of 3)	5,263		5,263					25,436
	5,263	-	5,263	-	-	-	-	60,436
FIRE								
2025 Rosenbauer Commercial Crew Cab Rear Mount Pumper (50%)								425,000
OnSite Training Facility (50%) (CF)								5,950
	-	-	-	-	-	-	-	430,950
ENFORCEMENT								
Portable Truck Scales	6,000		6,000					6,000
LIDAR Equipment	4,164		4,164					4,500
	10,164	-	10,164	-	-	-	-	10,500

County of Barrhead
June 2025 YTD Capital Report

CF - denotes carry forward

		EXPENDITURE YTD June 2025	FUNDING SOURCE						2025 BUDGET
			GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	
TRANSPORTATION	# miles								
Bridges									
BF 74974 (STIP 75%/reserves 25%)		19,450		4,863		14,587			323,239
BF 74538 (STIP 75%/reserves 25%)		19,450		4,863		14,588			383,203
BF 77360 (STIP 75%/reserves 25%)		18,675		4,669		14,006			433,281
BF 72815 Reserves 100%		11,060		11,060					214,000
Road Construction									
24-640 Twp Rd 604A (Bear Lake West)	1.25	15,800				15,800			240,009
25-741 Twp Rd 624A	2	4,069				4,069			435,156
24-740 Twp Rd 622/RR 43/Twp Rd 622A	2	37,186				37,186			430,756
25-240 Twp Rd 583	1	204,348	204,348						192,129
24-241; Fencing		11,356		11,356					10,000
Equipment									
2025 Grader 150AWD - Council Res #2024-270		574,500		269,500			305,000		574,500
2025 Caterpillar D2 LGP - Council Res #2024-269		277,173		182,173			95,000		277,173
Portable Steamer & Trailer Unit (NEW - keeping old unit) - Council Res #2025-023		45,145		45,145					44,745
Equipment Scan Tool NEW		-							20,000
AC Recovery Unit NEW		-							6,900
2024 Tandem Truck with Hoist, Plow, Snow Wing & hydraulics (CF)		164,609		164,609					143,713
2024 Plow Truck - Sander/Oil (CF)		207,202		207,202					251,186
Buildings, Land, & Land Improvements									
Shop Floor Repair at overhead door		-							5,500
Salt Shed - overhead door O/S (CF)		-							24,013
County welcome sign (CF)		-							5,760
	6.25	1,610,024	204,348	905,439	-	100,237	400,000	-	4,015,263

County of Barrhead
June 2025 YTD Capital Report

CF - denotes carry forward

	EXPENDITURE YTD June 2025	FUNDING SOURCE						2025 BUDGET
		GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	
AIRPORT								
	-	-	-	-		-	-	-
WASTE MANAGEMENT								
Netting (CF)	-							12,500
Non-Compliance Rehab (Well Drilling, etc)	-							25,000
	-	-	-	-		-	-	37,500
UTILITIES								
Manola Pump House & Reservoir Upgrade (engineering)	52,013		52,013					69,350
Lac La Nonne Regional Sanitary Sewer Collection System	-							?
	52,013	-	52,013	-	-	-	-	69,350
AGRICULTURAL SERVICES								
2 ton spray truck	88,215		88,215					90,000
Spray system for 2 ton truck	46,600		46,600					48,000
Pasture sprayer (rental program)	13,443		13,443					15,000
Rental Quad Tank Sprayer	-							1,000
Plastic mulch applicator (rental program)	15,515		15,515					21,000
	163,772	-	163,772	-	-	-	-	175,000
PLANNING & DEVELOPMENT								
Environmental Reserve Plan 252 0617; 0.8476 acres	5,085						5,085	-
								-
	5,085	-	-	-	-	-	5,085	-
TOTAL	1,846,322	204,348	1,136,651	-	100,237	400,000	5,085	4,798,999

County of Barrhead
June 2025 YTD Capital Report

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET
ADMINISTRATION & GENERAL						
Computer & Equipment Reserve	96,000	96,000			(5,263)	(40,436)
Office	50,000	50,000				(20,000)
ERP System						
	146,000	146,000	-	-	(5,263)	(60,436)
FIRE						
ERC Equipment Reserve						
Fire Equipment Reserve	87,000	87,000				(428,450)
Emergency Response Bldg.	10,000	10,000				
Disaster						
	97,000	97,000	-	-	-	(428,450)
ENFORCEMENT						
CPO Equipment	30,000	30,000			(10,164)	(10,500)
	30,000	30,000	-	-	(10,164)	(10,500)
TRANSPORTATION						
P.W. Graders	527,769	527,769			(269,500)	(269,500)
P.W. Equipment	697,256	697,256			(599,129)	(607,717)
Aggregate Reserve	59,147	75,000				-
P.W. - Local Roads & Bridge Construction	1,145,836	1,235,046			(36,810)	(513,431)
Public Works Shop	50,000	50,000				(29,513)
Land Right of Way Reserve		-				(5,760)
Gravel Pit Reserve	15,000	32,000				-
	2,495,008	2,617,071	-	-	(905,439)	(1,425,921)

County of Barrhead
June 2025 YTD Capital Report

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET
AIRPORT						
Airport	18,000	18,000				
	18,000	18,000	-	-	-	-
WASTE MANAGEMENT						
Landfill Equipment Reserve	25,000	25,000				(12,500)
Landfill	28,000	53,000				(25,000)
	53,000	78,000	-	-	-	(37,500)
UTILITIES						
Utility Officer Truck	7,000	7,000				
Offsite Levy Reserve - Neerlandia		-				
Offsite Levy Reserve - Manola		-				
Water & Sewer Capital Reserve	67,000	103,000			(52,013)	(69,350)
Regional Water & Sewer Lines / Future W&S Development	50,000	50,000				
Truck Fill		20,795				
Lagoons		17,954				
Future Development - Fire Suppression	21,885	21,885				
Kiel Sanitary		25,000		(1,500,000)		
	145,885	245,634	-	(1,500,000)	(52,013)	(69,350)
PLANNING & DEVELOPMENT						
Money in Lieu (of Municipal Reserve)	15,189	30,000				
	15,189	30,000	-	-	-	-

County of Barrhead
June 2025 YTD Capital Report

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET	YTD 2025 June	2025 BUDGET
SUBDIVISION & LAND DEVELOPMENT						
Future Development		-				
	-	-	-	-	-	-
AGRICULTURAL SERVICES						
Ag Vehicle & Equipment	40,000	40,000			(163,772)	(165,000)
Ag Building	10,000	10,000				-
Ag Grain Bag Roller		2,000	(1,991)	(2,500)		
	50,000	52,000	(1,991)	(2,500)	(163,772)	(165,000)
TOTAL	3,050,082	3,313,705	(1,991)	(1,502,500)	(1,136,651)	(2,197,157)



COUNTY OF BARRHEAD NO.11
Elected Official Remuneration Report
For the Six Months Ending June 30, 2025

05

	June 2025 YTD	2025 Budget	Budget Variance	% Variance
Division 1 - Doug Drozd (Reeve)				
<i># of per diems</i>	<i>21.00</i>	<i>50.50</i>	<i>29.50</i>	<i>0.58</i>
Base salary	15,576.60	31,153.20	15,576.60	50.00%
Per diems	6,303.78	15,159.09	8,855.31	58.42%
Taxable mileage	861.12	1,700.00	838.88	49.35%
Benefits	4,834.32	9,132.79	4,298.47	47.07%
Salary and benefits	27,575.82	57,145.08	29,569.26	51.74%
Training and conventions	1,733.95	4,680.00	2,946.05	62.95%
	29,309.77	61,825.08	32,515.31	52.59%
Division 2 - Marvin Schatz (Deputy Reeve)				
<i># of per diems</i>	<i>20.50</i>	<i>64.50</i>	<i>44.00</i>	<i>0.68</i>
Base salary	11,974.56	23,949.12	11,974.56	50.00%
Per diems	6,153.69	19,361.61	13,207.92	68.22%
Taxable mileage	432.00	1,000.00	568.00	56.80%
Benefits	3,811.37	8,926.69	5,115.32	57.30%
Salary and benefits	22,371.62	53,237.42	30,865.80	57.98%
Training and conventions	1,722.90	5,800.00	4,077.10	70.29%
	24,094.52	59,037.42	34,942.90	59.19%
Division 3 - Ron Kleinfeldt				
<i># of per diems</i>	<i>20.50</i>	<i>52.50</i>	<i>32.00</i>	<i>0.61</i>
Base salary	8,372.46	16,744.92	8,372.46	50.00%
Per diems	6,153.69	15,759.45	9,605.76	60.95%
Taxable mileage	540.00	1,300.00	760.00	58.46%
Benefits	3,434.26	8,121.19	4,686.93	57.71%
Salary and benefits	18,500.41	41,925.56	23,425.15	55.87%
Training and conventions	1,812.19	5,000.00	3,187.81	63.76%
	20,312.60	46,925.56	26,612.96	56.71%
Division 4 - Bill Lane				
<i># of per diems</i>	<i>25.50</i>	<i>51.50</i>	<i>26.00</i>	<i>0.50</i>
Base salary	8,372.46	16,744.92	8,372.46	50.00%
Per diems	7,654.59	15,459.27	7,804.68	50.49%
Taxable mileage	806.40	2,250.00	1,443.60	64.16%
Benefits	1,894.04	2,961.36	1,067.32	36.04%
Salary and benefits	18,727.49	37,415.55	18,688.06	49.95%
Training and conventions	1,552.68	5,500.00	3,947.32	71.77%
	20,280.17	42,915.55	22,635.38	52.74%
Division 5 - Paul Properzi				
<i># of per diems</i>	<i>15.50</i>	<i>41.00</i>	<i>25.50</i>	<i>0.62</i>
Base salary	8,372.46	16,744.92	8,372.46	50.00%
Per diems	4,652.79	12,307.38	7,654.59	62.20%
Taxable mileage	576.00	1,500.00	924.00	61.60%
Benefits	3,458.28	7,947.09	4,488.81	56.48%
Salary and benefits	17,059.53	38,499.39	21,439.86	55.69%
Training and conventions	1,782.02	4,500.00	2,717.98	60.40%
	18,841.55	42,999.39	24,157.84	56.18%
Division 6 - Walter Preugschas				
<i># of per diems</i>	<i>22.50</i>	<i>57.50</i>	<i>35.00</i>	<i>0.61</i>
Base salary	8,372.46	16,744.92	8,372.46	50.00%
Per diems	6,754.05	17,260.35	10,506.30	60.87%
Taxable mileage	604.80	1,350.00	745.20	55.20%
Benefits	2,739.99	6,160.18	3,420.19	55.52%
Salary and benefits	18,471.30	41,515.45	23,044.15	55.51%
Training and conventions	807.57	5,000.00	4,192.43	83.85%
	19,278.87	46,515.45	27,236.58	58.55%
Division 7 - Jared Stoik				
<i># of per diems</i>	<i>8.00</i>	<i>47.00</i>	<i>39.00</i>	<i>0.83</i>
Base salary	8,372.46	16,744.92	8,372.46	50.00%
Per diems	2,401.44	14,108.46	11,707.02	82.98%
Taxable mileage	745.92	2,200.00	1,454.08	66.09%
Benefits	3,310.11	8,125.17	4,815.06	59.26%
Salary and benefits	14,829.93	41,178.55	26,348.62	63.99%
Training and conventions	283.92	4,340.00	4,056.08	93.46%
	15,113.85	45,518.55	30,404.70	66.80%



Public Works Director of Infrastructure Report July 15, 2025

P

Graders

- Blading roads and spreading gravel.

Gravel Haul

- County & contract equipment are hauling gravel from Vega pit, gravelling roads in Divisions 3, 5 & 7.

Dust Control / Road Oiling

- MC250 road oiling work has started on the Peanut Lake road to put a new oil surface on 3 ¼ miles of Range Road 32 from Highway 654 to Peanut Lake
- MG30 dust controls and projects are completed.

Drainage

- Utilizing backhoe and tandem gravel truck, culvert maintenance and replacements have been completed.

Road Reconstruction

- Equipment moved from Job 740 (Misty Ridge) to Job 640 (Bear Lake) due to the bridge culvert replacement project starting July 1, west of Job 740. This shift in projects was required to maintain access for residents along the project route. Drainage work on the west ¾ mile was completed and the gravel driving surface was left in place on Job 740.
- Work on Job 640 is progressing well; equipment will return to Job 740 when Job 640 is complete.

Bridge File Culvert Replacements and Bridge Repairs

- BF 77360 Bridge Culvert Replacement - Range Road 44 south of Township Road 621 started July 1 and is expected to be completed by July 20.
- BF74538 and BF 74974 Culvert Replacement - contracts have been signed, preconstruction meeting was on July 10 with County of Barrhead, MPA Engineering and Plains Constructors Canada Ltd. personnel.
- BF 72815 Bridge Repairs – contract has been signed. No start date determined.

Highway and Airport Crack Sealing

- Marshall Lines started our crack sealing project the last week of June. Project will take approximately 3 weeks to complete.

Labour

- Sign repairs, fencing, culvert delivery, patching oil roads, tree removal from roads, campground and transfer station maintenance.

Shop

- Equipment repairs, maintenance and service.

Utilities

- Associated Engineering provided a draft report for the Manola pumphouse upgrade project. Final Report should be available by August.

- Manola lagoon sounding is scheduled for August 18, 2025.
- All other testing and monitoring are being carried out as per normal operations.



June 16, 2025

Ms. Debbie Oyarzun
County Manager
County of Barrhead
5306 – 49 Street
Barrhead, AB T7N 1N5

Dear Ms. Oyarzun:

Subject: Unsuccessful Grants

Thank you for your municipality's recent application to the 2025 intake of the Strategic Transportation Infrastructure Program (STIP), administered by the Ministry of Transportation and Economic Corridors (TEC).

Alberta's government recognizes rural bridges, roads, and water/wastewater infrastructure are vital to the provincial economy as they support access to the province's natural resources and play an important role in connecting Albertans to work, school, and recreation opportunities. TEC's Strategic Transportation Infrastructure Program (STIP) and water grant applications consider a number of criteria such as technical assessment, readiness, and condition.

The evaluation process has recently been completed and unfortunately the following projects were not recommended for funding approval at this time:

- BF 72815 Bridge Rehabilitation
- BF 77644 Bridge Rehabilitation

This year's intake was highly competitive, and available funding was exceeded by the volume of applications received. As a result, not all project applications could be approved. You may also consider resubmitting your STIP projects during the next intake cycle, which closes on November 30, 2025.

We appreciate the time and effort that went into your submission. Your ongoing commitment to enhancing local infrastructure supports the long-term safety, efficiency, and sustainability of Alberta's communities.

.../2

Ms. Debbie Oyarzun
Page 2

If you have questions or would like to discuss future opportunities, please contact Drew Wesolowsky, Infrastructure Engineer at 587-341-5421 or drew.wesolowsky@gov.ab.ca.

Regards,

Michael.Botros Digitally signed by Michael.Botros
Date: 2025.06.17 10:45:54 -06'00'

Michael Botros, P.Eng.
Regional Director

cc: Rob Huston, Infrastructure Manager
Drew Wesolowsky, Infrastructure Engineer

From: Nadine Quedenbaum
Sent: June 25, 2025 9:36 PM
To: Doug Drozd <ddrozd@countybarrhead.ab.ca>
Cc: Debbie Oyarzun <DOyarzun@countybarrhead.ab.ca>
Subject: [EXTERNAL] - Thank You for Supporting Open Farm Days in the County of Barrhead

Dear Reeve Drozd and Members of Council,

On behalf of our local cluster of hosts I would like to sincerely thank you for your support of the local farms and businesses participating in Alberta Open Farm Days. As a provincial initiative, Open Farm Days provides a unique opportunity for Albertans to connect with agriculture—and your backing has helped make it possible for us, as local hosts, to bring the event to life here in the County of Barrhead.

Your efforts in promoting the event through County communications, sharing updates with the community, and assisting with the development of a weekend itinerary have been greatly appreciated. I'd especially like to thank **Dawn, your Director of Rural Development**, for attending our planning meetings and acting as a vital connection between us hosts, the County of Barrhead and the provincial Open Farm Days organizers. Her support and coordination have made a real difference in the planning process.

This year's Open Farm Days will take place on **Saturday, August 16**, with the following sites participating within the region:

- **Triple Lioness Farm**
- **Birch Creek Farms**
- **Key 13 Horsemanship**, also open August 17th
- **Sacred Heart Gypsies**, also open August 17th
- **Barrhead Seed Cleaning Plant**
- **DeHerdt's Garden Centre**
- **Barrhead Centennial Museum**
- **Quedenbaum Farms Inc.**

We would be honoured to welcome you to visit one or more of these sites during the event. Even a brief stop would mean a great deal to the host farms and highlight your continued support for local agriculture, education, and tourism.

Thank you again for your encouragement and engagement. We hope to see you on August 16th!

Warm regards,
Nadine Quedenbaum
Quedenbaum Farms Inc.

Water as Our Witness: How the County of Barrhead Lives With, Learns From, and Looks After Its Water

Water as Our Witness: How the County of Barrhead Lives With, Learns From, and Looks After Its Water



In the County of Barrhead & Area, water isn't just a resource — it's a rhythm of life. With three significant rivers — the Athabasca, Pembina, and Paddle — carving through the land, and lakes like Lac La Nonne and Thunder Lake reflecting Alberta's big skies, water shapes every corner of this region's agricultural heartbeat.

Latest Posts

[Water as Our Witness: How the County of Barrhead Lives With, Learns From, and Looks After Its Water](#)

[Every Drop Matters: How Providence Lane Homestead Protects Their Wetlands](#)

[Holding Every Drop: How Water Shapes Life and Livelihood on Hartell Homestead](#)

[Bridgeland Distillery: The Flow from Glacial Origins to Golden Spirits](#)

[Alberta Open Farm Days 2026 Photo Contest](#)

That's why the 2025 Alberta Open Farm Days theme, *Water: The Lifeblood of Every Farm*, resonates so deeply here. In this community, water isn't just essential — it's revered, protected, and deeply understood. The region is a living case study of how water sustains, challenges, and ultimately defines the rural way of life.

A Landscape Defined by Water

The County of Barrhead is nestled in a part of Alberta blessed with a rich diversity of aquatic features. It's home to numerous lakes, creeks, wetlands, and tributaries that branch off from the major rivers. This complexity creates a unique water footprint that supports not only the needs of agriculture, but the entire ecosystem.

The Paddle River, for instance, isn't just a scenic waterway — it's a crucial artery that provides drinking water to the town of Barrhead and surrounding hamlets. Wetlands act like giant sponges, absorbing and slowly releasing water over time. They mitigate flood damage during wet years and recharge groundwater in dry seasons. These natural systems help maintain balance — not just for farmers and residents, but for the wildlife that calls this region home.

Lakes like Thunder Lake and Lac La Nonne also play a vital role in the region's economy and culture. They attract visitors, offer recreational opportunities, and serve as key gathering places for locals. These bodies of water are where families paddle, fish, and relax — and they, too, are deeply impacted by how land and water are managed.

Water on the Farm: More Than Just a Utility

On any given farm across the County, water might be used for watering livestock, cleaning equipment, irrigating gardens, or supporting pastures. But even when it's not being actively used, it's still working. It's stored in ponds and dugouts, trickling through riparian zones, or cycling underground through aquifers.

Farmers in the County understand that healthy water systems are essential for productive soil. Riparian areas — those lush strips of vegetation along riverbanks and lakeshores — aren't just pretty to look at. They perform critical work, acting as filters that trap sediment, nutrients, and pollutants before they enter waterways. The plants in these areas stabilize shorelines, reducing erosion and protecting valuable topsoil.

These green corridors also act as superhighways for wildlife, providing safe passage and habitat for everything from deer to songbirds to beneficial insects. In a world where natural habitat is disappearing rapidly, the riparian zones of Barrhead are doing quiet but powerful work in conservation.

The Wetland Advantage

Wetlands have long been misunderstood or even seen as wasted space, but that perception is changing — especially in Barrhead. These rich, waterlogged areas are ecological powerhouses. They store carbon, slow down runoff, and create buffer zones against drought and flood alike.

Perhaps more importantly, wetlands support biodiversity in ways no other ecosystem can. Amphibians, birds, and insects all depend on wetlands for survival. Pollinators thrive in these spaces, which in turn supports agriculture and food security.

Farms that once considered draining their wetlands for additional pasture or crop space are now realizing the benefits of keeping these areas intact. Thanks



to education, partnerships, and on-the-ground support, more landowners are recognizing that wetland conservation doesn't mean sacrificing productivity — it often enhances it.

Meeting Challenges Head-On

Of course, it's not always smooth sailing. The County of Barrhead faces its share of water-related challenges — many of which stem from balancing agricultural production with ecological protection.

One major concern is the pressure placed on sensitive ecosystems by livestock. When animals have direct access to creeks and wetlands, they can trample vegetation, contribute to erosion, and contaminate water with waste. While not all farmers see this as an issue right away, the long-term impacts can be substantial.

Another hurdle is public perception. Misconceptions still exist around the value of wetlands and the consequences of drainage. Some view these areas as nuisances or barriers to expansion, unaware of their importance to long-term land health.

To tackle these issues, the County has taken a proactive approach. They've partnered with **ALUS Canada**, an organization that supports nature-based farming solutions across the country. Together, they're implementing a wide range of conservation practices, all designed to let agriculture and ecology work together, not in opposition.

These initiatives include:

- **Fencing off riparian zones** to protect fragile plant life and water quality from grazing animals
- **Installing solar-powered waterers** that provide livestock with clean, off-site water, reducing their need to access creeks directly

- **Creating pollinator habitats** by planting wildflower-rich meadows near water sources
- **Restoring degraded streambanks** to prevent erosion and rebuild habitat
- **Installing pond levellers** to manage water flow through beaver dams without harming the ecosystem or evicting beavers

This last point is a perfect example of the County's philosophy in action. Rather than viewing beavers as pests, they're seen as partners in water management. Their dams help build wetlands and slow down water — but when flooding becomes an issue, the County uses specially designed levellers to regulate the flow, preserving both the beavers' home and the farmer's land.

Local Farms Leading the Way

Across Barrhead, farms are becoming champions of water stewardship in their own ways. Take **Triple Lyons Farm**, for example. This 2025 Open Farm Days host has completed strategic fencing projects along its creeks to protect the riparian areas. The effort has improved both water quality and pasture health — and serves as a visible example of how small changes can make a big impact.

Meanwhile, **Quendenbaum Farms** is turning their farm tour into a hands-on learning experience. During Open Farm Days, they'll welcome representatives from the **Athabasca Watershed Council**, who will educate guests on how to keep Alberta's waterways clean and vibrant. **ALUS Canada** will also be on-site, showcasing projects that demonstrate how farmers are solving water challenges with creativity and care.

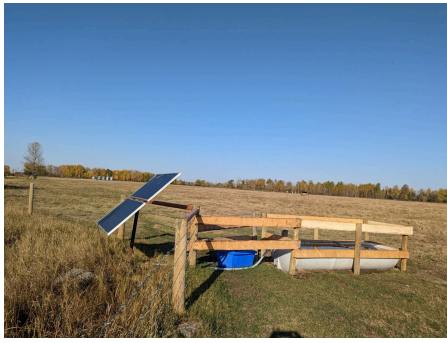
These stories reflect a broader movement within the County — one where education, experimentation, and collaboration are transforming how farms interact with their landscapes.

A Culture of Conservation

What's especially striking about the County of Barrhead is the culture that's growing around conservation. This isn't about outsiders telling farmers what to do — it's about farmers leading the charge and working together to find practical, affordable, and effective solutions.

Workshops, community conversations, and grant-supported pilot projects have all played a role. But perhaps more than anything, it's the relationships — between landowners, local government, nonprofits, and even the animals themselves — that are making a difference.

The County's long-term vision isn't just about compliance or sustainability for its own sake. It's about protecting a way of life. By taking care of the land and water today, they're ensuring that future



generations will inherit a landscape that can still feed, shelter, and inspire.

Looking Ahead to Open Farm Days

As Alberta Open Farm

Days approaches, the County of Barrhead & Area is ready to share its story. With events planned across the region and several host farms participating, visitors will have the chance to see these water systems up close — and to learn from the people who live and work alongside them every day.

It's an opportunity to ask questions, witness conservation in action, and experience firsthand the beauty and complexity of rural Alberta's relationship with water.

Whether you're a curious city dweller, a new farmer, or someone who just wants to understand where your food comes from, Open Farm Days in Barrhead will offer something meaningful: a glimpse into a community that's thriving by listening to the land, working with nature, and putting water at the center of it all. Join us this year on August 16th & 17th! Check out the [Alberta Open Farm Days website](#) for more details.