



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, MARCH 24, 2026 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Barrhead....a quality community....giving a quality lifestyle

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – March 10, 2026
4. Public Hearings
 - (a) None
5. Delegations
 - (a) RCMP – Sgt. Hack
6. Old Business
 - (a) Stars Partnership
7. New Business
 - (a) Fitness Equipment Donation
 - (b) Non-Residential Tax Incentive Bylaw
 - (c) Financial Statement Month Ending - February

8. Reports
 - (a) Council Reports

9. Minutes
 - (a) Barrhead Chamber of Commerce Minutes - February
 - (b) Barrhead Chamber of Commerce Minutes – March

10. Bylaw
 - (a) None

11. Correspondence Items
 - (a) Fortis Alberta Electric Meter Upgrade in Barrhead

12. For the Good of Council

13. Tabled Items
 - (a) None

14. Notices of Motion

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, MARCH 10, 2026,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor Assaf, C. Botros, S. Fylyshtan, D. Kluin, A. Oswald, D. Sawatzky (on-line), and D. Smith,

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

OTHERS Barry Kerton, Barrhead Leader; Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society; Raime Drake, Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division; Scott Ellerington, Ellerington Professional Corporation.

CALL TO ORDER Mayor Assaf called the meeting to order at 5:31 p.m.

AGENDA The agenda was reviewed. Collin Steffes added an In-camera item citing: Advice from Officials - Personnel Consultation – Section 29 Access to Information Act.

085-26 Moved by Cr. Smith that the agenda be accepted with addition.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Regular Town Council Meeting of February 24, 2026, were reviewed.

086-26 Moved by Cr. Botros that the Minutes of the Regular Town Council Meeting of February 24, 2026, be approved as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

BARRHEAD & DISTRICT HISTORICAL SOCIETY

ENTERED Mayor Assaf and Council welcomed Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society at 5:33 p.m.

Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society presented their mandate and spoke about their expenses, limited funding and plans for an upgrade to the building. They also asked what the Town's expectations are as the Museum moves forwards. They also shared they have limited space to grow and expand and plan to submit a formal request for increased financial support to be considered in year's Council budget.

EXITED Mayor Assaf and Council thanked Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society they exited Chambers at 5:40 p.m.

087-26 Moved by Cr. Oswald that Council accept the presentation from Barrhead & District Historical Society.

CARRIED UNANIMOUSLY

**PEMBINA HILLS
SCHOOL DIVISION**

ENTERED Mayor Assaf and Council welcomed Raime Drake, Deputy Superintendent, and Trustees: Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division at 5:41 p.m.

Raime Drake, Deputy Superintendent, and School Trustee's from the Pembina Hills School Division presented information about the Division's priorities, learning opportunities, and the Barrhead Composite High School Modernization, off campus learning, work experience and RAP placements, and student supports available.

EXITED Mayor Assaf and Council thanked Raime Drake, Deputy Superintendent, and Trustees: Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division and they exited Chambers at 6:07 p.m.

088-26 Moved by Cr. Oswald that Council accept the presentation from Barrhead & District Historical Society.

CARRIED UNANIMOUSLY

ENTERED Scott Ellerington, Ellerington Professional Corporation entered Chambers at 6:05 p.m.

NEW BUSINESS

**2025 – 4th QUARTER
FINANCIAL STATEMENTS**

Jennifer Mantay, Director of Corporate Services presented to Council to approve the Financial Statement Report to December 31, 2025, as presented.

089-26 Moved by Cr. Fylyshtan that Council approve the Financial Statement Report to December 31, 2025, as presented.

CARRIED UNANIMOUSLY

**2025 FINANCIAL AUDIT
SCOTT ELLERINGTON PRESENTATION**

Jennifer Mantay, Director of Corporate Services introduced Scott Ellerington from Ellerington Professional Corporation to present to Council the Auditor's Report and the 2025 Audited Financial Statements.

090-26 Moved by Cr. Fylyshtan that Council accept the Auditor's Report from Ellerington Professional Corporation regarding the 2025 audit as presented.

CARRIED UNANIMOUSLY

091-26 Moved by Cr. Kluin that Council approve the 2025 Audited Financial Statement as presented.

CARRIED UNANIMOUSLY

092-26 Moved by Cr. Oswald that Council approve the 2025 Audited Financial Information Return as presented.

CARRIED UNANIMOUSLY

EXITED Mayor Assaf and Council thanked Scott Ellerington for his presentation and he exited Chambers at 6:48 p.m.

**2027 – 2029 THREE-YEAR
OPERATING PLAN & 2027-2035
MULTI-YEAR CAPITAL PLAN**

Jennifer Mantay, Director of Corporate Services presented to Council to approve the 2027 – 2029 Three-Year Operating Plan and the 2027– 2035 Multi-Year Capital Plan.

093-26 Moved by Cr. Smith that Council approve the 2027 – 2029 Three-Year Operating Plan, as presented.

CARRIED UNANIMOUSLY

094-26 Moved by Cr. Botros that Council approve the 2027 – 2035 Multi-Year Capital Plan, as presented.

CARRIED UNANIMOUSLY

**PROJECT LIST
UPDATE**

Collin Steffes, CAO presented to Council a high-level overview of key initiatives being undertaken by Administration so far this year.

095-26 Moved by Cr. Oswald that Council receive the 2026 Project List for information.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of March 10, 2026, were reviewed:

- (a) Barrhead & District Social Housing – Cr. Smith
- (b) Yellowhead East Regional Library Board – Cr. Botros
- (c) Community Futures Training – Cr. Botros
- (d) Elected Officials Education Program: Budgeting – Cr. Botros
- (d) Friendship Twinning Dinner Attendance – Cr. Botros
- (d) Barrhead & Area Regional Crime Coalition – Cr. Kluin
- (e) Accessibility Coalition – Cr. Kluin
- (f) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald

096-26 Moved by Cr. Kluin that the following Reports to Council as of March 10, 2026 be accepted as information:

- (a) Barrhead & District Social Housing – Cr. Smith
- (b) Yellowhead East Regional Library Board – Cr. Botros
- (c) Community Futures Training – Cr. Botros
- (d) Elected Officials Education Program: Budgeting – Cr. Botros
- (d) Friendship Twinning Dinner Attendance – Cr. Botros
- (d) Barrhead & Area Regional Crime Coalition – Cr. Kluin
- (e) Accessibility Coalition – Cr. Kluin
- (f) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Community Futures Yellowhead East Board Minutes January 15, 2026
- Barrhead & District FCSS February 26, 2026

097-26

Moved by Cr. Oswald that the Minutes to Council be accepted as information and as presented.

- Community Futures Yellowhead East Board Minutes January 15, 2026
- Barrhead & District FCSS February 26, 2026

CARRIED UNANIMOUSLY

CORRESPONDENCE

The following correspondence to Council was reviewed:

- AltaLink Wildfire Season
- Barrhead Regional Fire Services February 2026 Report

098-26

Moved by Cr. Smith that the correspondence to Council is accepted as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor Assaf commended the Twinning Committee for hosting a successful Friendship Dinner on Sunday with guests from sister town Tokoro, Japan. Councillor Botros served as emcee for the event, which was attended by approximately 80 guests.

RECESSED:

099-26

Moved by Cr. Oswald that the Council Meeting be recessed at 7:22 p.m.

CARRIED UNANIMOUSLY

RECONVENE

100-26

Moved by Cr. Kluin that the Regular Council Meeting reconvene at 7:46 p.m.

CARRIED UNANIMOUSLY

**IN-CAMERA
ADVICE FROM OFFICIALS
SECTION 26, ATIA –
PERSONNEL CONSULTATION**

101-26

Moved by Cr. Oswald that Council move the meeting In-Camera for Personnel Consultation, as per Section 29, Access to Information Act at 7:46 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED
SESSION**

102-26

Moved by Cr. Kluin that Council come out of closed session at 8:53 p.m.

CARRIED UNANIMOUSLY

PERSONNEL CONSULTATION

103-26 Moved by Cr. Smith that Council direct Cr. Oswald to convey Council's feedback and perspectives provided during In-Camera session.

CARRIED UNANIMOUSLY

ADJOURN

104-26 Moved by Cr. Oswald that the Council Meeting be adjourned at 8:54 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes

REQUEST FOR DECISION

To: Town Council

From: Jennifer Mantay, Director of Corporate Services

Date: March 24, 2026

Re: STARS Request for Annual Funding

1.0 PURPOSE:

For Council to consider annual funding to STARS Air Ambulance.

2.0 BACKGROUND AND DISCUSSION:

A representative from STARS Air Ambulance made a presentation to Council on February 24, 2026. During that presentation, a request was made by STARS for Council to commit to four years of funding, in the amount of \$4,500.00 per year.

If Council wishes to consider this ask, it could be deliberated as an immediate ask to be added to the 2026 budget as an emergent funding request. However Council may wish to discuss this matter further, as part of the 2027 budget discussions, to be considered as a possible future annual contribution by the Town.

3.0 ALTERNATIVES:

- a) Council may wish to approve the 4-year funding request immediately, starting with an addition to the 2026 budget.
- b) Council may wish to defer deliberation of this funding request to the 2027 budget discussions for a decision on the potential for a 4-year funding commitment at that time.
- c) Council may decide to deny funding at this time, and direct administration to advise STARS Air Ambulance accordingly.

4.0 FINANCIAL IMPLICATIONS:

Commitment of \$4,500 per year for the next four years

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

STARS advised that they currently have funding support from 95% of Alberta and would like the Town of Barrhead's support as well.

8.0 ATTACHMENTS:

a) STARS Presentation from February 24, 2026, Council Meeting

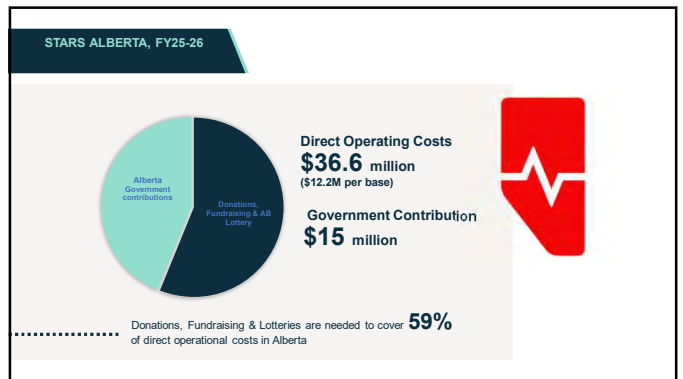
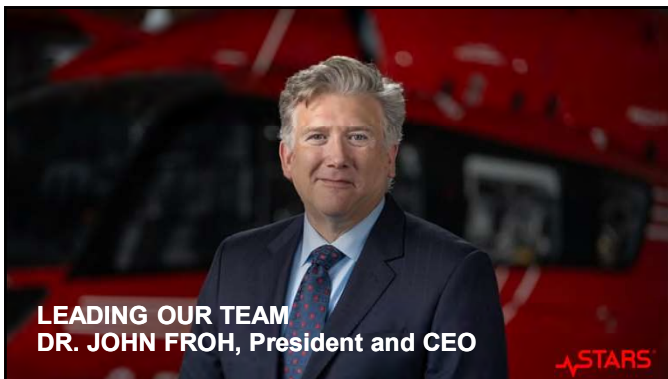
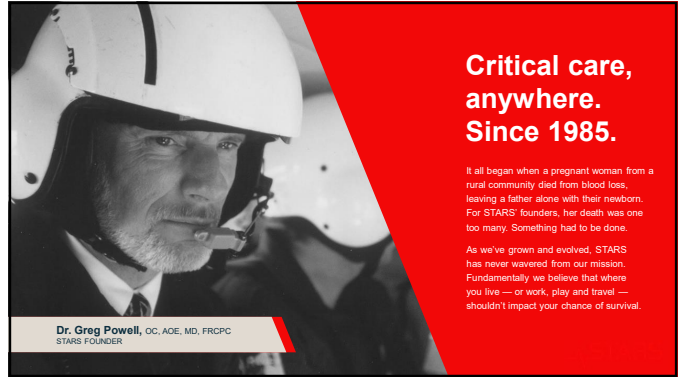
9.0 ADMINISTRATIVE RECOMMENDATION:

Administration recommends that Council defer the request from STARS Air Ambulance to the 2027 budget deliberations.

10.0 PROPOSED MOTION(S):

That Council defer the request from STARS Air Ambulance to the 2027 budget deliberations.

(original signed by the CAO)
Collin Steffes
CAO



2026 STARS Lottery Alberta
THE LOTTERY WE ALL WIN.

Early Bird: Feb. 24th
 Final deadline: March 20th
 Draw: March 31, 2026

Cardiac 21% Vehicle Incident 19% Other Medical Distress 17% Trauma 17%

Pulmonary 13% Neurological 11% Obstetrical 2% Environmental 0.2%

MISSION TYPES

CHAIN OF SURVIVAL PARTNERS

- Fire Departments
- First Responders
- RCMP
- Search & Rescue
- Ground EMS
- Fixed Wing
- Hospitals
- Medical Professionals

STARS is Borderless.

Night Vision (2003)

STARS TRANSPORT PHYSICIANS AVAILABLE 24/7

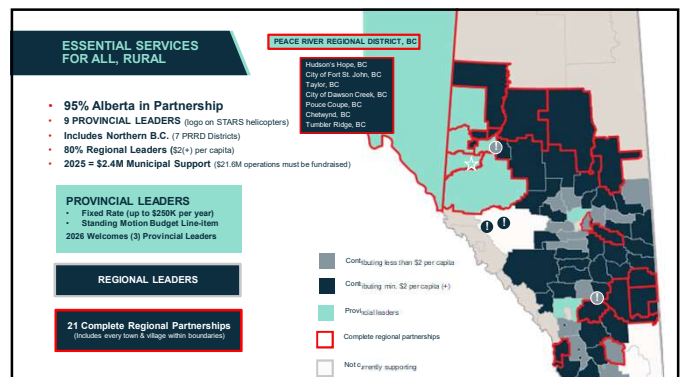
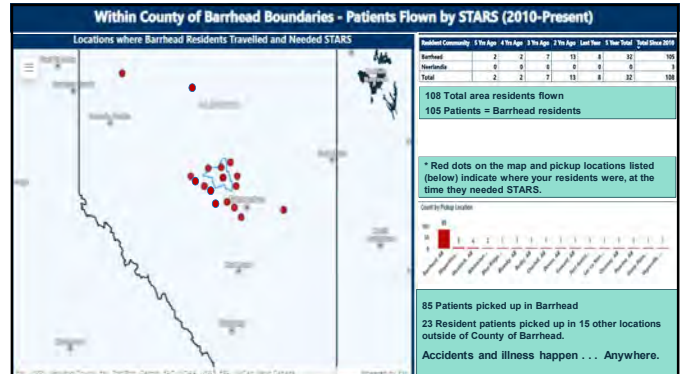
MORE THAN RAPID TRANSPORT

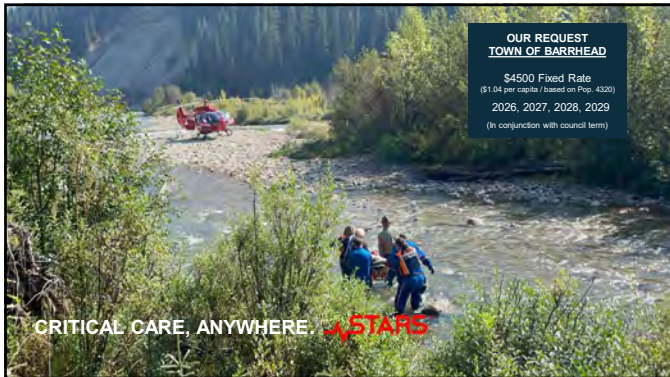
Virtual Care Consultation – Barrhead Hospital

COUNTY OF BARRHEAD 15-YEAR OVERVIEW	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	TOTAL
BARRHEAD HOSPITAL IFTs	21	9	9	14	13	7	12	7	5	6	9	17	17	13	5	164
NEAR BARRHEAD *	8	4	7	12	8	4	3	5	1	1	1	2	1	1	4	62
NEAR FORT ASSINBOINE *														1		1
NEAR LAC LA NONNE										2				1		3
NEAR NEERLANDIA			1							1	1	1				4
NEAR SANDY BEACH *															1	1
TOTAL	29	13	16	27	21	11	15	12	6	10	11	20	19	15	10	235

70% IFTs / 30% Scene

* Scene calls and search & rescue (SAR) coded to nearest community - Actual mission location used to identify each occurrence within County of Barrhead boundaries





OUR REQUEST
TOWN OF BARRHEAD

\$4500 Fixed Rate
(\$1.04 per capita) (based on Pop. 4329)
2026, 2027, 2028, 2029
(In conjunction with council term)

CRITICAL CARE, ANYWHERE **STARS**

REQUEST FOR DECISION

To: Town Council

From: Shallon Touet, Director of Parks and Recreation

Date: March 24, 2026

Re: Visual Inspection Report of Used Hydraulic Fitness Equipment from Blue Heron Support Services Association

1.0 PURPOSE:

To seek Council direction on whether Administration should proceed with a detailed inspection and cost analysis of the donated hydraulic fitness equipment offered to the Town at no cost.

2.0 BACKGROUND AND DISCUSSION:

Administration has been offered a set of used hydraulic fitness machines at no cost. A preliminary inspection was completed with a 3rd party commercial contractor to assess the general condition of the equipment.

Overall, the equipment appears to be in fair condition, with structurally sound frames and indications of relatively light prior use. However, several components show wear due to age, including seating and padding, and some units include non-functional electronic consoles.

The equipment utilizes hydraulic resistance systems, which are typically intended for light to moderate use and may not meet the durability expectations of commercial-grade equipment required for high-traffic public facilities.

Potential deficiencies and near-term requirements include:

- Inspection and servicing of hydraulic resistance components
- Replacement of worn seat and back padding
- Removal or repair of non-functional electronic consoles
- General maintenance, including tightening, lubrication, and safety checks

Prior to being placed into service, the equipment would require further inspection, servicing, and potential replacement of worn components to ensure safe operation. Additional costs may also be incurred depending on the extent of repairs and any desired upgrades.

At this time, the Town does not have an identified space where the equipment could be installed and made available for public use. If the donation is accepted, the equipment may need to be placed in storage until a full mechanical inspection and subsequent repairs can be completed, and a suitable location has been identified and prepared.

Historically, the Town has not provided public fitness or workout facilities within its recreation buildings. As such, accepting this equipment may represent a shift in the level of service provided by the municipality.

Council may wish to consider the following broader implications:

- Whether the Town intends to introduce and sustain a public fitness facility as a municipal service;
- Whether accepting and installing the equipment would create an ongoing expectation to maintain, repair, and eventually replace it;
- The potential liability considerations associated with providing public access to fitness equipment; and
- Whether there is a demonstrated need for this service, particularly given that similar services are currently available through private businesses within the community.

Given these considerations, it may be beneficial for the Town to first assess current and future recreation and fitness needs through a broader strategic lens, such as an updated Recreation Master Plan. This would allow Council to determine whether the provision of public fitness facilities aligns with community needs and priorities before making a decision on accepting and implementing the equipment.

3.0 ALTERNATIVES:

Option 1 – Accept the Equipment for Further Evaluation

Council directs Administration to accept the donated equipment and complete a detailed inspection and refurbishment assessment before installation.

Option 2 – Obtain Cost Estimates Before Accepting

Council directs Administration to obtain mechanical inspection findings and refurbishment cost estimates prior to making a decision on accepting the equipment.

Option 3 – Decline the Donation

Council declines the donation if refurbishment, maintenance, and programming requirements outweigh the benefits of accepting the equipment.

Option 4 – Defer Decision to Future Planning

Council may choose to decline the offer of the fitness equipment at this time and defer consideration of public fitness and recreation needs to the 2027 budget deliberations, at which time an update to the Town's Recreation Master Plan could be considered to guide future service level decisions.

Option 5 – Facilitate Alternate Community Use

Council may choose to decline the offer of the fitness equipment for municipal use and direct Administration to work with the donor to identify another local community organization or group that may benefit from the equipment.

4.0 FINANCIAL IMPLICATIONS:

The equipment is being offered to the Town at no cost. However, accepting the donation will result in additional expenses, including:

- Mechanical inspection and servicing of hydraulic components
- Replacement of foam pads and upholstery
- Removal or repair of console units
- Transportation and installation
- Ongoing maintenance requirements
- Increase of service level not noted in Strategic Plan 2022-2025, or the Facility Leisure Service Master Plan May 13, 2010

Administration would need to complete further evaluation to determine the total potential cost associated with refurbishing the equipment.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

If accepted, Recreation and Facilities staff will be required to coordinate equipment inspection, repairs, installation, and ongoing maintenance. Public Works or Facilities staff may also be involved in transportation and installation of the machines.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

There are no known implications involving senior levels of government related to the acceptance of this equipment.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Accepting donated recreational equipment could be viewed positively by the public, as it may enhance recreational opportunities at minimal initial cost. However, Council may wish to consider the long-term financial impact resulting from maintenance requirements, potential refurbishment costs, and whether this type of service aligns with identified community needs and priorities.

8.0 ATTACHMENTS:

Inspection Summary – Hydraulic Fitness Equipment (Completed by Chams Chekir)

9.0 ADMINISTRATION RECOMMENDATION:

Administration recommends that Council direct Administration to obtain a detailed mechanical inspection and refurbishment cost estimate before making a final decision to accept the donated equipment.

In addition, Administration recommends that Council direct Administration to bring forward a proposal for an update to the Town’s Recreation Master Plan, as part of the 2027 budget deliberations.

10.0 RECOMMENDED MOTION (Public):

10.1 That Council directs Administration to conduct a detailed mechanical inspection and obtain refurbishment cost estimates for the donated hydraulic fitness equipment prior to making a final decision regarding acceptance of the equipment donation; and

10.2 That Council direct Administration to bring forward a proposal for an update to the Town’s Recreation Master Plan, as part of the 2027 budget deliberations

(original signed by the CAO)
Collin Steffes
CAO

INSPECTION SUMMARY

Equipment Type: Hydraulic Fitness Equipment Series

Inspected By: Chams Chekir

1. General Condition

A visual inspection was performed on the series of hydraulic fitness machines shown. The equipment appears to be designed with a hydraulic resistance system, indicating intended light-duty or light-use application.

Overall structural frames are intact with no visible major structural damage such as cracks, frame bends, or weld failures. Powder coating shows normal cosmetic wear consistent with age and storage conditions.

2. Usage Assessment

Based on:

Condition of pivot points

Wear level on frame

Limited mechanical stress components (hydraulic system instead of weight stacks)

General pad compression

The equipment appears to have been subjected to light use.

3. Mechanical System

These machines utilize a hydraulic resistance system rather than traditional weight stacks.

Important:

A full mechanical service is required prior to use, including:

Inspection and testing of hydraulic cylinders

Lubrication of all pivot points

Verification of resistance function and smooth operation

Fastener torque check

Stability and leveling inspection

Equipment should not be placed into service until a complete mechanical inspection and functional test is completed.

3. Upholstery & Foam Pads

The foam rollers and seat/back pads show:

Visible wear

Surface deterioration

Compression from age

Cosmetic damage

4. Replacement of all foam pads is required to ensure:

User safety

Proper ergonomic support

Professional presentation

5. Consoles & Electrical Components

The units equipped with consoles are currently:

Missing power supply components

Incomplete wiring

Not operational

6. Recommendation

Removal of all console units is advised unless:

Replacement wiring harnesses

Proper power supplies

Full electrical diagnostics

are installed and tested.

At present, consoles should be considered non-functional.

REQUEST FOR DECISION

To: Town Council

From: Jenny Bruns, Director of Planning, Economic Development and Legislative Services

Date: March 24, 2026

Re: Non-Residential Tax Incentive Bylaw

1.0 **PURPOSE:**

To consider developing a Non-Residential Tax Incentive Bylaw that provides a short-term municipal property tax incentive for new or expanded commercial and industrial development within the Town of Barrhead.

2.0 **BACKGROUND AND DISCUSSION:**

The Town of Barrhead continues to explore opportunities to attract new business investment, support local economic development, and expand the non-residential assessment base.

Through ongoing discussions with developers, business owners, and regional partners, it has been identified that financial incentives can play a role in reducing barriers to development, particularly in smaller and rural markets where construction and operating costs can be significant.

In alignment with regional practices, including the County of Barrhead Non-Residential Tax Incentive Bylaw, creating a bylaw would support new construction and significant expansions of commercial and industrial properties, as well as machinery and equipment investments.

Section 347 of the Municipal Government Act (MGA) provides municipalities with the authority to cancel, reduce, refund, or defer property taxes. Many Alberta municipalities utilize this authority to encourage non-residential growth and investment.

The proposed bylaw is designed to:

- Encourage new commercial and industrial development;
- Support business retention and expansion;
- Increase long-term non-residential assessment growth;
- Enhance local employment opportunities and economic diversification.

Example:

	New or Increased Assessment					
	\$20,000-100,000	\$100,001-500,00	\$500,001-1,000,000	\$1,000,001-5,000,000	+\$5,000,000	-
	Exemption Level					
Year 1	100%	100%	100%	100%	100%	-
Year 2	-	50%	75%	75%	100%	-
Year 3	-	-	-	50%	100%	-

Advantages:

- Encourages business attraction and local investment
- Supports job creation and economic diversification
- Increases long-term non-residential tax base
- Improves competitiveness with neighbouring municipalities (including the County)
- Helps offset upfront development costs and risk for investors

Challenges / Risks:

- Short-term reduction in municipal tax revenues
- Risk of limited uptake depending on market conditions
- Potential perception of inequity from existing businesses not receiving incentives
- Requires administrative oversight and tracking

3.0 ALTERNATIVES:

- 3.1 Council can direct administration to proceed with drafting a bylaw.
- 3.2 Council can direct administration to take no further action.
- 3.3 Council could defer this discussion and decision to future strategic planning workshops, to be considered in conjunction with other Economic Development Initiatives.

4.0 FINANCIAL IMPLICATIONS:

The financial impact will depend on the number, scale, and timing of eligible developments. Under a phased incentive program:

- The Town would forgo a portion of taxes in the early years
- Full taxation is realized after the incentive period
- Exemptions would apply to new and redevelopment of non-residential properties resulting in increased improvements.
- Exemption would apply only to the increase in assessment amount.

While there is a short-term revenue reduction, the long-term benefit is sustained assessment growth and increased municipal revenues.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Administration will be required to:

- Develop and manage an application and approval process

- Coordinate with Assessment and Finance for tracking and implementation
- Monitor program uptake and effectiveness

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

This bylaw demonstrates the Town's commitment to economic development and business attraction.

It may:

- Improve the Town's competitiveness relative to neighbouring municipalities
- Be viewed positively by developers and the business community
- Raise questions regarding fairness from existing businesses
 - A public hearing is required prior to second and third reading.

8.0 ADMINISTRATIVE RECOMMENDATION:

That Council consider directing Administration to draft a non-residential tax incentive bylaw.

9.0 PROPOSED MOTIONS:

That Council direct Administration to draft a non-residential tax incentive bylaw for consideration.

(original signed by the CAO)
Collin Steffes, CAO

REQUEST FOR DECISION

To: Town Council
From: Jennifer Mantay, Director of Corporate Services
Date: March 24, 2026
Re: Monthly Bank Statement to February 28, 2026

1.0 PURPOSE:

For Council to accept the Monthly Bank Statement to February 28, 2026, as presented.

2.0 BACKGROUND AND DISCUSSION:

It has been the practice of Administration to provide Council with Monthly Bank Statements as financial information to provide some insight on the Town's financial activities.

3.0 ALTERNATIVES:

3.1 Council receives the Monthly Bank Statement to February 28, 2026, as information.

3.2 Council instructs Administration to provide additional information to the Monthly Bank Statement to February 28, 2026, and report back to the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Monthly Bank Statement to February 28, 2026

9.0 ADMINISTRATIVE RECOMMENDATION:

Administration recommends that Council accepts the Monthly Bank Statement, to February 28, 2026, as information.

10.0 PROPOSED MOTION:

That Council accepts the Monthly Bank Statement, to February 28, 2026, as information.

(original signed by the CAO)
Collin Steffes
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED FEBRUARY 28, 2026**

PER TOWN OF BARRHEAD:	SERVUS	
	GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	3,823,342.73	6,500,000.00
Receipts	5,172,481.65	
Interest	9,983.58	
Transfers from/to Term Deposits	0.00	
Cancelled Cheques	0.00	
SUBTOTAL	9,005,807.96	6,500,000.00
Disbursements	4,481,131.36	
Debentures/Interest		
School Requisition	0.00	
Transfers from/to General	0.00	1,500,000.00
NSF/Returned Cheques or Transfers		
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	4,524,676.60	5,000,000.00

PER BANK:		
Balance at end of month	4,467,053.00	5,000,000.00
Outstanding Deposits	84,855.18	
SUBTOTAL	4,551,908.18	5,000,000.00
Outstanding Cheques	27,231.58	
NET BALANCE AT END OF MONTH	4,524,676.60	5,000,000.00

**TERM DEPOSIT SUMMARY
FOR MONTH ENDED FEBRUARY 28, 2026**

<u>Financial Institution</u>		<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Scotiabank	\$	2,000,000.00	2.45	10-Dec-25	Maturity Date Mar. 9, 2026
Servus	\$	3,000,000.00	2.76	09-Feb-26	Maturity Date May 10, 2026



General Meeting Minutes

Date: Thursday, February 19, 2026

Time: 1:00pm

Location: Barrhead Inn

Attendees: Shannon Carlson, Walter Preugschas, Debbie Miller, Debbie Oyzarun, Dawn Fedorvich, Ty Asaff, Chais Ellewein, Ray Krisler, Bill Chapman, Anthony Oswald, Tori Foley, Trish Enman, Diane Magill, Austin

1. Call to Order
Meeting called to order at 1:03 pm
2. Additions to the Agenda
Additions made – Debbie Miller
3. Adoption of Agenda
Adoption of the Agenda by Trish Enman
4. **Adoption of Minutes of Previous Meetings**
 - a) February Executive Meeting Minutes
No minutes as there was not enough members for a quorum.
 - b) January General Meeting Minutes
5. **Business Arising from the Minutes**
Nothing arising
6. **Speaker: Reeve, County of Barrhead; Mayor, Town of Barrhead**

County Reeve unable to make it due to illness - Walter Preugschas
County has a 19M budget, half is for Public Works over 1400 km of roads, Capital Budget 10.6 M, includes contributions put into reserves for capital projects. Economic Development major focus.
Rural skies – April 11, Appreciation dinner – April 23
Wild TV came out and did a commercial shoot. Will be shown on Wild TV in June.
County Tour 2025 (Golby Family Farm, Sacred Heart Gypsies, Gardenview Estate, Octave 40 Ranch) in August hosted open Farm Days, total of 8 places visited including museum, seed cleaning plant, and farms in the local area. LIFT Conference last November and will be hosting another one this year.
Future Planning – Industrial Park, 2 lots sold, but nothing developed. Coming up Open Skies April 11 and awards dinner.
Message from the Doctor retention committee – have a new Doctor starting requires a large house.
Mayor of Barrhead – Budget 17.5 M, Capital Budget – \$4.9M. 2 bylaws being reviewed, tax incentive Bylaw, and first reading of new animal bylaw (chickens). Reviewing the Recruitment policy transparency Having a clear recruitment policy may attract more local businesses.
Subsidy request for 2026 for Arts Festival, Large swim meet held at the Pool this weekend.
Working with Ag Society to create a 5-year agreement for the Wildrose Rodeo.



Large upcoming projects - improvements required for public washrooms at the Barrhead Hospital, lagoon upgrade costs - \$24M for phase 1 of the upgrade.

Will be discussing possible uses for the ADLC building.

Find Ambulance service – we contract with Associated Ambulance, we are advocating to find out where dollars are going as often there is no ambulance in town, and then firemen have to respond to these calls.

RCMP – need extra staff to look after anyone under house arrest. Should have 9 policemen but currently only have 4.

Have hired an Economic Development officer to start in April.

Save the date for Canada Day and the Volunteer appreciation event on April 22.

Small Business Training Sessions– we are partnered with County from March to June, holding 4 sessions, one per month.

7. Financial Update – Michelle

Michelle was away but Shannon said we are in good standing.

8. Committee Reports

a) Advertising/Marketing – Michael

Tabled

b) Networking and Community Events – Diane, Amy, and Michelle

Nothing new to report. Street Festival planning starting soon

c) Membership – Shannon, Scott, and Donna

Gave out some membership information to different businesses. Sal's had a grand opening of their new breakfast bar.

d) Economic Development – Dave

Tabled

e) Careers Next Gen – Dave & Cory

Major function planned for May 5 in Westlock

f) Advocacy and Government Relations – Dave, Shannon

Nothing for this

9. **Town of Barrhead Update**

No other update than already reported.

10. **County of Barrhead Update Northwest of 16 Tourism**

Had 2 Tourism connections one at Tawatinaw and one in Whitecourt. April 1, will be the AGM for group. If you know of any new businesses (agri tourism operators), please let Debbie Oyzarun know at the County. Suggested a social media post be made looking for these new businesses.

11. Additions & Announcements

a) Annual Return

Has now been completed

12. Next Meetings:

a) Executive Meeting: March 11, 2026 – Blue Heron Support Services

b) General Meeting: March 19, 2026 – Upstairs Boardroom, Agrena

Meeting adjourned at 1:36 pm.



Executive Meeting Agenda

March 11, 2026

Location: Blue Heron Support Services Association

Time: 12:00pm

Attendance: Shannon, Diane, Michael, Tory, Donna

Regrets: Amy, Dave, Michelle, and Corey

1. Call to Order

Meeting called to order by Shannon at 12:03 pm.

2. Adoption of Agenda

Agenda was reviewed and accepted by Micheal

3. Additions to the Agenda

No additions to the agenda

4. Motion for Adoption of Minutes of Previous Meetings

- a) February Executive Meeting Minutes
- b) February General Meeting Minutes

5. Business Arising from the Minutes

Nothing arising from minutes

6. Other Business:

Speaker at the next General Meeting will be Nikki Borle from AHS. She will be speaking about what they are doing to entice healthcare professionals to Barrhead.

We still need to find a speaker for the April meeting. Everyone will thing on this.

7. Financial Reports - Michelle

8. Committee Reports

- a) **Advertising / Marketing** — Michael and Tory

Did a post highlighting the Backdoor Liquour Store. Will be doing a different business each week. Will do spotlights on new businesses on Thursdays.

- b) **Networking & Community Events** — Diane, Amy & Michelle

Volunteer Appreciation – April 22, 2026. Looking for nominations of volunteers in the community. Will be held at Bablitz Hall, tickets will be on sale soon, \$10 each. Street Festival (June 13) plans are underway for this.

- c) **Membership** — Shannon, Scott, & Donna

Have a couple of new members, Sal's Famous, Arianna's Sourdough, and they have inquired about decals and being spotlighted as a new business. Shannon to find or order more decals.

- d) **Economic Development** — Dave

Dave is still on holidays.



e) **Careers Next Gen** — Dave & Corey

Having a virtual meeting on March 12. Looking into the possibility of hosting a BBQ at the high school in Barrhead. Will have some businesses there) Fish & Wildlife, Stalwart Electric, Total Plumbing, Alberta Health Services,

f) **Advocacy & Government Relations** — Dave, Shannon, & Donna

9. **Next Meetings:**

a) General Meeting: March 19, 2026 12:00pm, Rotary Room, Agrena

b) Executive Meeting: April 8, 2026 12:00pm, Blue Heron Support Services

Next Generation Advanced Metering Infrastructure Network Installation Information Package



February 13, 2026

Town of Barrhead
Attn: Collin Steffes, Chief Administration Officer
Box 1489
Barrhead, AB T7N 1A2

RE: FortisAlberta Electric Meter Upgrade in the Town of Barrhead

Dear Mr. Steffes,

FortisAlberta is pleased to announce the initial phase of our Next Generation Advanced Metering Infrastructure (AMI) Program where we have upgraded a few electricity meters and network equipment in select locations in your community as with any technology updates are required to keep up with evolving customer needs. AMI metering technology is common throughout North America and has proven to be a sustainable, reliable, and cost-effective choice for customers.

This first phase is required prior to full development to ensure the new communication technology operates optimally, allowing us to continue to provide automated meter reading services for our customers

Following the AMI network equipment installation, FortisAlberta will begin the mass installation of AMI electricity meters for all homes and businesses across our service territory. This process will start in 2026 and continue through the end of 2029.

The new AMI meters use radio frequency waves or cellular communication to automatically transmit data from AMI meters installed on property to offer measurement of energy usage. This usage data is used to calculate the electricity bill the customer pays to their retailer including the distribution service charges paid to FortisAlberta.

Why we're exchanging meters:

FortisAlberta's current meters are nearing the end of their lifespan. To maintain reliable service, we are exchanging meters across our service area, with the goal of completing the project by 2029. This phased approach helps keep costs down and minimizes disruptions for customers.

A regular part of our service:

Each year, FortisAlberta installs or exchanges more than 30,000 meters across the province. The work in your community is part of a routine upgrade to the company's metering infrastructure, and reflects our ongoing commitment to delivering safe, reliable electricity.

What does it mean for your municipality:

- » Network equipment installed on poles and streetlights owned and operated by FortisAlberta
- » No digging or other ground disturbance is required
- » Very limited, short duration traffic disruptions
- » Meter exchanges on homes and businesses.

What it means for customers?

- » Fewer future visits to their homes or businesses to change or read meters.
- » Improved electricity grid reliability.
- » Faster detection of meter tampering or electricity theft.
- » Ability to accommodate future programs that may help better manage electricity usage.

What to expect:

- » FortisAlberta crews have installed new network equipment and exchange select meters.
- » Only select locations in your community are affected. The remainder of the community will be transitioned to upgraded technology by the end of 2029.
- » The AMI mass meter installs will be performed by a mix of FortisAlberta employees, and our installation vendors Olameter Inc. and Rodan Energy Solutions. These companies operate under FortisAlberta's oversight and are required to meet the same safety, security and quality standards.

If you have further questions or concerns, please reach out to me directly at 780-288-1588.

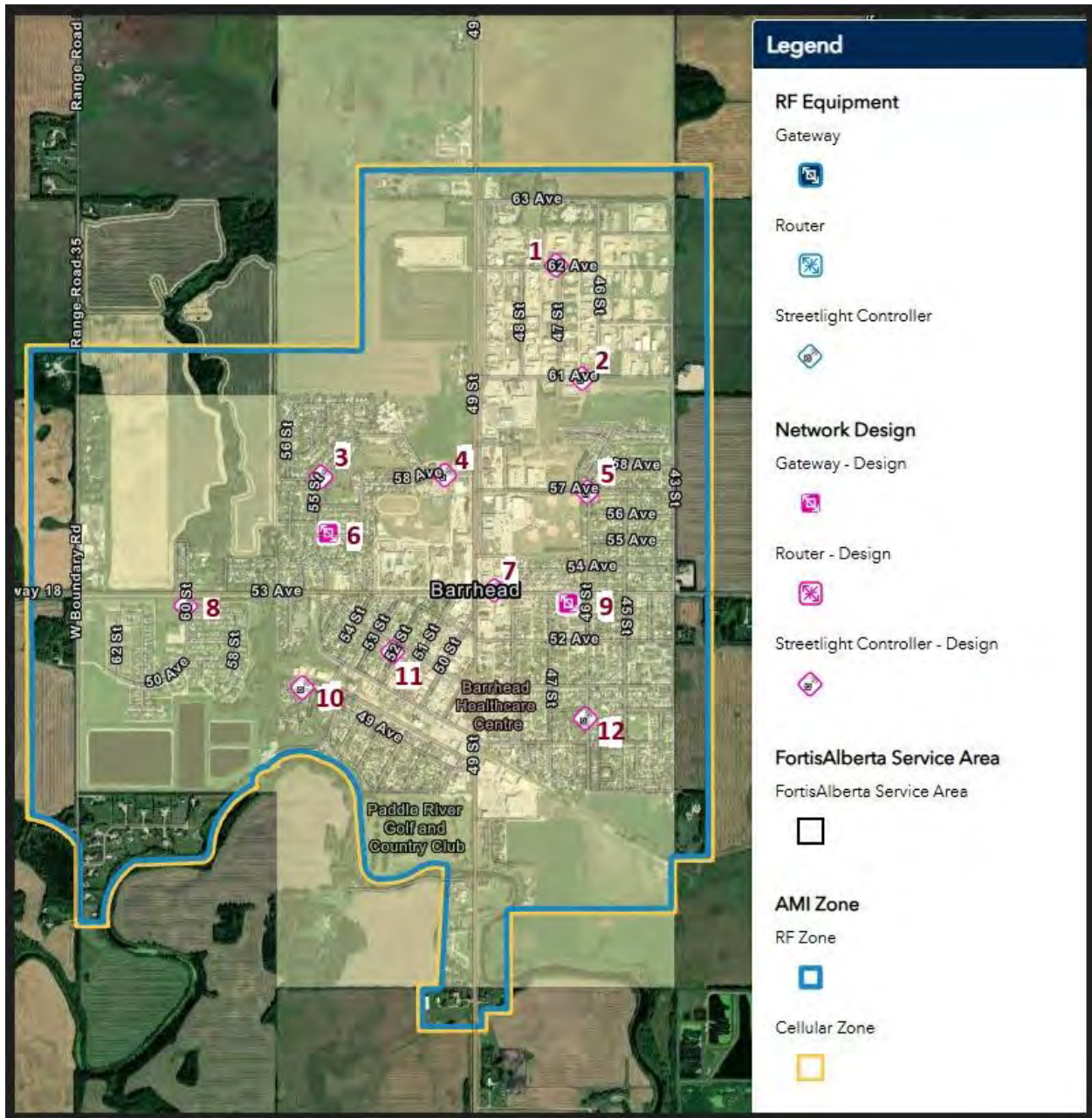
We appreciate your ongoing support and understanding as we make this upgrade to improve the electricity service experience in the Town of Barrhead. Thank you for your cooperation in making this project a success.

Sincerely,



Dora LHeureux
Stakeholder Relations Manager
FortisAlberta Inc.

AMI Network Installation Map



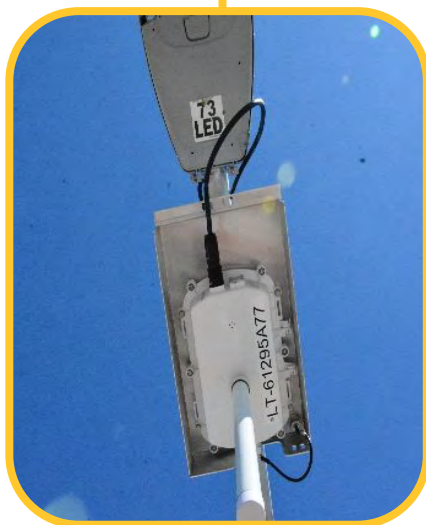
AMI Network Installation Table

Map Point	Municipality	Device Type	FID Initial Design	FID Initial Design Latitude	FID Initial Design Longitude
1	Town of Barrhead	SLC	7191223	54.135198000000003	-114.39675
2	Town of Barrhead	SLC	7191217	54.131031	-114.395129
3	Town of Barrhead	SLC	6678886	54.127409	-114.411541
4	Town of Barrhead	SLC	2004573947	54.127481000000003	-114.40376999999999
5	Town of Barrhead	SLC	7215425	54.126863999999998	-114.39479300000001
6	Town of Barrhead	Gateway	6527234	54.125340999999999	-114.411084
7	Town of Barrhead	SLC	6911140	54.123233999999997	-114.40066299999999
8	Town of Barrhead	SLC	6435695	54.122660000000003	-114.42003800000001
9	Town of Barrhead	Gateway	7002703	54.122757	-114.395989
10	Town of Barrhead	SLC	6698710	54.119655999999999	-114.41270900000001
11	Town of Barrhead	SLC	6546904	54.120977000000003	-114.407025
12	Town of Barrhead	SLC	6547209	54.118521999999999	-114.39492199999999

AMI Gateway Pictures



AMI Router Pictures



AMI Streetlight Controller Pictures





RADIO FREQUENCY

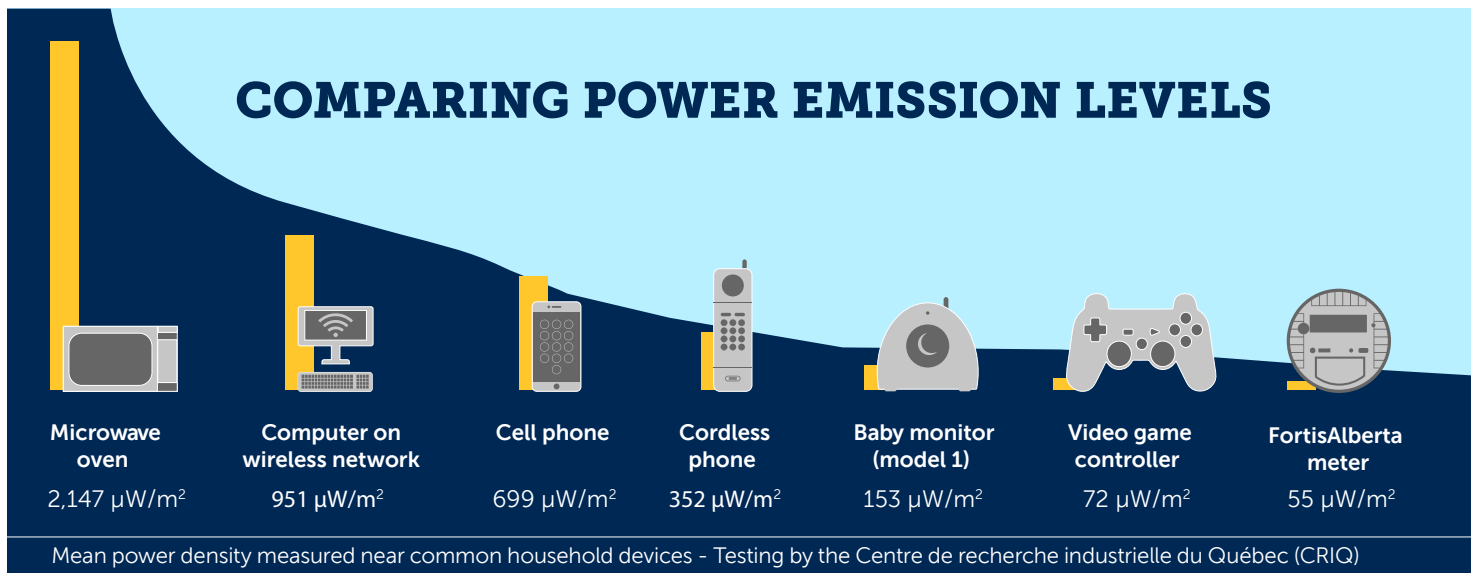
FortisAlberta, your local electricity distribution service provider, is implementing a meter reading system that uses radio frequency and cellular technology. Unlike the current system where meter data and communication signals are transmitted via the existing power lines, radio frequency and cellular technology uses wireless communication to transmit this information to FortisAlberta. These technologies are also used for other common household devices including Wi-Fi, cordless telephones, cell phones, baby monitors and garage door openers.

The frequency that our radio frequency meters operate at are in the range of 900 MHz. The frequency that our cellular meters operate at are in the range of 700 to 2100 MHz.

We understand that there are questions about possible health effects of radio frequency and cellular emissions created by wireless communication technologies. These technologies have been researched for decades and thorough reviews of this research have been completed by health agencies including Health Canada, the US Federal Communications Commission (FCC), and the American Cancer Society. Each of these organizations has concluded that emissions below certain exposure limits are not harmful.

Health Canada has defined these safe exposure limits in its Safety Code. FortisAlberta’s meters operate at levels far below the limits outlined by Health Canada’s Safety Code and in total, transmits signals for less than a minute and a half each day.

The graph below shows how the emissions from a FortisAlberta meter compare to the emissions from other common household devices.



Unless you’re standing right next to it, RF wave exposure is almost non-existent as FortisAlberta meters are often located outside of your property.



FREQUENCIES

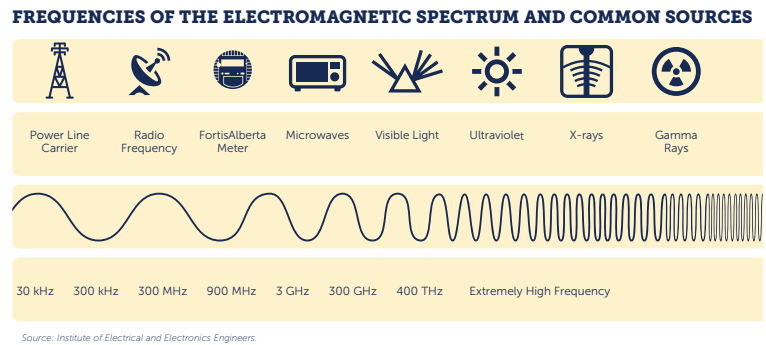
Different forms of electromagnetic energy are distinguished by their frequency (i.e. the number of times it changes direction back and forth per second), that is measured in hertz (Hz). Frequency is strongly associated with the energy level of the electromagnetic fields, which determines how they may interact with objects and living tissue.

Static fields and extremely low frequency fields (e.g. Radio Frequency) are at the lower end of the electromagnetic spectrum and have very low energy levels.

Higher in the electromagnetic spectrum are fields including microwaves, visible light, and ionizing radiation, such as X-rays, that have increasingly higher energy levels. Microwaves, for example, can heat tissue at high intensity levels, while X-rays can damage cells and break up molecules.

Radio frequency is classified as a “low frequency” electromagnetic field (EMF), which means it has a frequency between 3 kHz and 300 GHz (300 hertz and 300 billion hertz).

See the chart below.



HEALTH CANADA'S SAFETY CODE

The purpose of Health Canada's Safety Code is to establish safety limits for exposure in the frequencies between 3 kHz and 300 GHz. These limits are based on decades of research from peer reviewed scientific studies. Safety limits established by Health Canada are set many times below the level at which research suggests there may be an adverse health effect from short- or long-term exposure to RF. For devices communicating at 900 MHz, Health Canada's Safety Code limit is 2.7 W/m² or 2,700,000 μW/m². The radio frequency and cellular infrastructure that FortisAlberta is implementing is far below the limits outlined in Safety Code 6.

FortisAlberta Meter	Total time active per day*	Power level (watts)	RF emission exposure levels in μW/m ²	Per cent of Safety Code 6 Limit
One metre directly in front of the device	< 1.5 min.	0.425	54.67	0.002
Five metres directly in front of the device	< 1.5 min.	0.425	2.18	0.00008
One metre directly behind the device	< 1.5 min.	0.425	1.93	0.00007

* The devices listed in the table above communicate in brief intervals throughout the day. The total time active per day is the total amount of time in a 24-hour period the device is communicating.

For more information on the Safety Code, visit: [Health Canada](#)

For more information on radio frequency emissions and public health, please visit: [Health Canada](#) | [Innovation, Science and Economic Development Canada](#) | [American Cancer Society](#)



FortisAlberta customers have automated meters that measure and record electricity consumption on a daily basis.

WHAT ARE ELECTROMAGNETIC FIELDS?

Electromagnetic fields (EMFs) are invisible lines of force that surround any electrical device. All uses of electricity will generate EMFs when any electrical device is turned on. The field is strongest next to the source and diminishes rapidly as you move away.

On a daily basis, people are exposed to EMFs as they operate or pass near any electrical device. EMFs are produced by the current flowing through appliances, electrical devices, the household wiring that powers them and the power lines that provide electricity to your home.

All uses of electricity will generate electromagnetic fields. As this diagram illustrates, the field is strongest next to the source and diminishes rapidly as you move away.

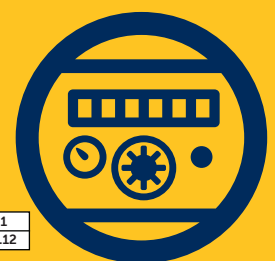


←-----→

Distance in metres

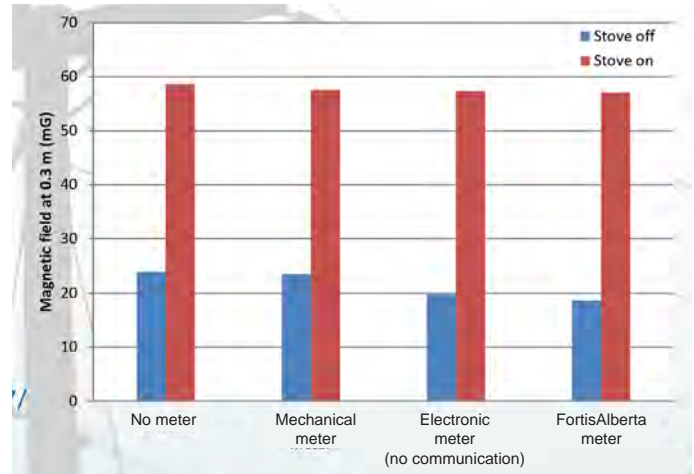
10	9	8	7	6	5	4	3	2	1
0.0012	0.0015	0.002	0.003	0.004	0.005	0.008	0.02	0.03	0.12

Power Density (W/m²)



Do FortisAlberta meters generate EMFs?

A study conducted by the University of Alberta found no comparable difference when measuring EMF levels at a meter location with no meter, an older mechanical meter or an electronic meter with or without automated communication. The contributor to EMFs at the meter location is a result of the current flowing through the meter to operate appliances and electrical devices in the home. In this example, the action of turning a stove on or off will result in a change in the level of EMFs at the meter location.



Responsible practices relating to health and safety are a cornerstone to FortisAlberta operations and are of utmost importance to us. We are committed to performing our due diligence in keeping abreast of new information as it becomes available, sharing such knowledge with our customers and the public and reviewing as necessary, our electrical equipment design and operational practices.

How do EMF levels differ in the home and meter locations

In every home, EMF levels change according to the current required to operate appliances and electrical devices. These levels will generally peak in the late afternoon when families are at home and decline at night or during the day when most devices are turned off.

The type and number of electrical devices running in a home determines the total amount of current flow at the meter location. This in turn influences the EMF levels at the meter location. Keep in mind, EMF is strongest next to the source and diminishes rapidly as you move away.

EMF references and resources

Health Canada

<https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/power-lines-electrical-appliances.html#w>

Government of Canada

<https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/power-lines-electrical-appliances.html>

Electricity Canada

https://www.electricity.ca/files/reports/english/EMF_Page2_2018.pdf

World Health Organization

https://www.who.int/health-topics/electromagnetic-fields#tab=tab_1