



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, NOVEMBER 14, 2023 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Organizational Meeting Minutes – October 24, 2023
 - (b) Regular Meeting Minutes – October 24, 2023
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society
 - (b) Delegation at 5:45 p.m. – Ms. Karen Gariepy, Executive Director, representing the Town and County of Barrhead Housing and Service Needs Estimation
 - (c) Delegation at 6:00 p.m. – Ms. Elaine Dickie, Library Director, representing the Barrhead Public Library
6. Old Business
 - (a) Barrhead Steelers' Request for a Designated Change Room

7. New Business
 - (a) Barrhead Regional Fire Services and Emergency Response Centre 2024 Budgets
 - (b) Barrhead Regional Landfill Committee 2024 Budgets
 - (c) Barrhead & District Twinning Committee – 2024 Operating Budget
 - (d) Financial Statement Report to September 30, 2023
 - (e) Bank Statement for Month Ending October 31, 2023

8. Reports
 - (a) Council Reports
 - (b) CAO's Report
 - (c) Council Action List to October 24, 2023

9. Minutes
 - (a) Community Futures Yellowhead East – June 15, 2023
 - (b) Barrhead & District Social Housing Association – August 29, 2023

10. Bylaw
 - (a) There are no Bylaws

11. Correspondence Items
 - (a) There are no Correspondence Items

12. For the Good of Council

13. Tabled Items

14. Closed Session
 - (a) Pursuant to Section 16 – Land of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, OCTOBER 24, 2023,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT

Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, A. Oswald, D. Sawatzky and D. Smith

Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader

ABSENT

CALL TO ORDER

Mayor McKenzie called the meeting to order at 5:46 p.m.

AGENDA

The agenda was reviewed.

305-23

Moved by Cr. Kluin that the agenda be accepted as presented/with the following additions:

- Delete – 8(a) Chamber of Commerce Report
- Add – 14(b) Closed Session – FOIP Act Section 24 - Personnel

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of October 10, 2023, were reviewed.

306-23

Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of October 10, 2023 be accepted as presented.

CARRIED UNANIMOUSLY

MONTHLY BANK STATEMENT

The Monthly Bank Statement for the month ended September 30, 2023, was received.

307-23

Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended September 30, 2023, as presented.

CARRIED UNANIMOUSLY

COUNCIL REPORTS

The following Reports to Council as of October 24, 2023, were reviewed:

- Barrhead Cares Coalition
- Barrhead Regional Landfill Committee
- Community Futures Yellowhead East
- Family & Community Support Services Society
- Library Board
- Yellowhead Regional Library Board
- CAO's Report

308-23

Moved by Cr. Sawatzky that the following Reports to Council as of October 24, 2023, be accepted as information:

- Barrhead Cares Coalition
- Barrhead Regional Landfill Committee
- Community Futures Yellowhead East
- Family & Community Support Services Society

- Library Board
- Yellowhead Regional Library Board

CARRIED UNANIMOUSLY

309-23 Moved by Cr. Sawatzky that the CAO's Report be accepted as information.

CARRIED UNANIMOUSLY

MINUTES TO COUNCIL

The following Minutes to Council were reviewed:

- Barrhead & District Family and Community Support Services Society – dated April 21, 2022

CORRESPONDENCE ITEM

The following correspondence item was reviewed:

A letter dated October 10, 2023 from the Barrhead Steelers, requesting change room #5 be the official room of the Steelers.

310-23 Moved by Cr. Sawatzky that Council instructs Administration to provide further information at the next Council Meeting on the request from the Barrhead Steelers, to designate dressing room #5 as the official room of the Steelers and that Administration provides additional information relating to the Barrhead Bombers' rental agreement at the next Council Meeting.

CARRIED UNANIMOUSLY

RECESSED

311-23 Moved by Cr. Smith to recess the meeting at 6:29 p.m.

CARRIED UNANIMOUSLY

RECONVENED

312-23 Moved by Cr. Sawatzky to reconvene the meeting at 6:53 p.m.

CARRIED UNANIMOUSLY

**CLOSED SESSION –
FOIP ACT SECTION 16 – LAND
AND SECTION 24 - PERSONNEL**

313-23 Moved by Cr. Kluin that Council go in closed session at 6:53 p.m.

CARRIED UNANIMOUSLY

EXITED Cheryl Callihoo, Director of Development & Legislative Services exited the Chambers at 7:15 pm.

OUT OF CLOSED SESSION

319-23 Moved by Cr. Smith that the Council come out of closed session at 7:54 p.m.

CARRIED UNANIMOUSLY

ADJOURN

320-23

Moved by Cr. Sawatzky that the Council Meeting be adjourned at 7:54 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

MINUTES
ORGANIZATIONAL MEETING OF THE BARRHEAD TOWN COUNCIL
HELD TUESDAY, OCTOBER 24, 2023 @ 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, A. Oswald, D. Sawatzky and D. Smith

Officials: Ed LeBlanc, CAO and Cheryl Callihoo, Director of Development & Legislative Services

Others: Barry Kerton, Barrhead Leader

ABSENT

CALL TO ORDER

Mayor McKenzie called the meeting to order at 5:30 p.m.

CONSIDERATION OF AGENDA

The Agenda was reviewed.

296-23 Moved by Cr. Oswald that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

DEPUTY MAYOR APPOINTMENTS

The Deputy Mayor appointments for 2023-2024 were reviewed.

297-23 Moved by Cr. Assaf that the Deputy Mayor appointments for 2023-2024 be as follows:

November – December 2023 – Cr. Oswald
January – February 2024 – Cr. Smith
March – April 2024 – Cr. Assaf
May – June 2024 – Cr. Kluin
July – August 2024 – Cr. Klumph
September – October 2024 – Cr. Sawatzky

CARRIED UNANIMOUSLY

COUNCIL APPOINTMENTS TO STANDING COMMITTEES, BOARDS COMMITTEES, COMMISSIONS & OTHER APPOINTMENTS

Council appointments to the Standing Committees, Boards, Committees, Commissions and Other Appointments were reviewed.

298-23 Moved by Mayor McKenzie that Council approve the Standing Committee being the Regional Landfill Committee as recorded.

CARRIED UNANIMOUSLY

299-23 Moved by Cr. Klumph that Council approve the Boards, Committees and Commissions as recorded.

CARRIED UNANIMOUSLY

300-23 Moved by Cr. Smith that Council approve Other Appointments as discussed and presented.

CARRIED UNANIMOUSLY

CLOSED SESSION – FOIP ACT SECTION 24 - PERSONNEL

301-23 Moved by Cr. Smith that Council go in closed session at 5:39 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

302-23 Moved by Cr. Assaf that the Council come out of closed session at 5:44 p.m.

CARRIED UNANIMOUSLY

303-23 Moved by Cr. Assaf that Council appoint the following members-at-large:

- Mr. Ross Pentney to the Barrhead Regional Fire Services Committee for the 2023-2024 term.
- Mr. Gerry St. Pierre to the Barrhead Regional Water Commission for the 2023-2024 term.
- Mr. Gerry St. Pierre and Mr. Dale Krasnow to the Subdivision & Development Appeal Board.
- Mr. Stephen Bablitz, Ms. Lynn Down, Ms. Tara Golby, Ms. Leah Jackson and Ms. Shelley Oswald to the Twinning Committee for the 2023-2024 term.

CARRIED UNANIMOUSLY

ADJOURN

304-23 Moved by Cr. Kluin to adjourn the Organizational Meeting at 5:46 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: 5:30 p.m. Delegation - Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society.

1.0 PURPOSE:

Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society will present their proposed 2024 Operating Budget for Council's review and consideration.

2.0 BACKGROUND AND DISCUSSION:

Similar to prior years, FCSS' Executive Director presents their operating budget to Council.

3.0 ALTERNATIVES:

3.1 That Council approves the 2024 Barrhead & District Family and Community Support Services Society presentation from Ms. Karen Gariepy, as presented.

3.2 That Council tables the Barrhead & District Family and Community Support Services Society's 2024 budget presentation and request their Administration to provide further information for the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The proposed 2024 Operating Budget represents an increase of the Town's financial contribution by \$1,649.00 or 2.18 % from the approved 2023 Operating Budget.

The proposed FCCS's budget is incorporated in the Town's draft 2024 Operating budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Barrhead & District Family and Community Support Services Society provides a vital service to the Barrhead community.

8.0 ATTACHMENTS:

8.1 2024 Operating Budget

9.0 RECOMMENDATION:

That Council approves the 2024 Barrhead & District Family and Community Support Services Society presentation from Ms. Karen Gariepy, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

	2024 80-20 Budget	2024 Budget	2023 Budget	2023 Forecast
REVENUE:				
Donations		\$5,000.00	\$5,000.00	\$ 6,000.00
Fund Raiser Revenue		\$0.00	\$0.00	\$ 1,720.00
4000 - 80/ 20 Program Revenues				
Fees Collected		\$1,000.00	\$6,121.00	\$ 3,300.00
Other Income		\$0.00	\$6,950.00	\$ 7,790.00
Transfers from Community/Casino		\$55,000.00	\$39,748.00	\$ 46,000.00
Seniors Home fees		\$17,000.00	\$22,000.00	\$ 17,250.00
Seniors Programs Fees		\$6,500.00	\$0.00	\$ 15,500.00
Reimbursable Income		\$45,500.00	\$0.00	\$ 46,500.00
FCSS Dividends		\$500.00	\$0.00	\$ -
Woodlands Support		\$15,000.00	\$12,500.00	\$ 12,500.00
Interest Income		\$3,200.00	\$0.00	\$ 5,550.00
Rental Income		\$6,250.00	\$0.00	\$ 9,790.00
Youth 106 Program Fees		\$2,500.00	\$0.00	\$ 3,436.00
Grant Program Admin. Fees		\$0.00	\$200.00	\$ -
Total 80/ 20 Program Revenues		\$157,450.00	\$92,519.00	\$175,336.00
Grant Programs Revenue				
FCSS Community Programs		\$7,100.00	\$2,250.00	\$ 2,000.00
Total Grant/Program Revenue		\$7,100.00	\$2,250.00	\$2,000.00
Municipal/Provincial Funding				
Town Funding		\$77,149.00	\$75,500.00	\$ 75,500.00
County Funding		\$77,149.00	\$75,500.00	\$ 75,500.00
Provincial Funding		\$329,614.00	\$315,423.00	\$ 326,068.53
Total Municipal/Provincial Funding		\$483,912.00	\$466,423.00	\$ 477,068.53
Total Income		\$648,462.00	\$561,192.00	\$654,404.53
EXPENSES:				
Staffing Cost				
Payroll Expenses		\$44,227.57	\$35,551.29	\$44,611.29
Salaries		\$432,247.53	\$365,071.48	\$425,255.48
WCB Volunteers		\$0.00	\$1,200.00	\$ 1,032.00
WCB Premiums		\$8,601.73	\$4,700.48	\$ 4,552.32
Benefits		\$19,291.74	\$23,127.52	\$31,127.52
Total Staffing Cost		\$504,368.56	\$429,650.77	\$500,994.29
Training & Development		\$5,750.00	\$6,650.00	\$ 6,500.00
IT Support & Services		\$3,500.00	\$0.00	\$ 1,600.00
Telephone & Internet		\$6,400.00	\$5,784.00	\$ 5,700.00
Postage		\$750.00	\$1,000.00	\$ 780.00
Office Supplies		\$3,500.00	\$3,500.00	\$ 4,500.00
Advertising & Promotional materials		\$2,000.00	\$3,000.00	\$ 4,058.00
Materials & Supplies		\$3,350.00	\$5,907.23	\$ 4,200.00

Food Supplies For Programs	\$5,200.00	\$1,750.00	\$ 1,600.00
Travel & Subsistence	\$7,500.00	\$8,250.00	\$ 3,000.00
Janitorial Services & Supplies	\$2,250.00	\$2,000.00	\$ 2,500.00
Program Facilitaion Fees	\$5,500.00	\$0.00	
Accounting & Payroll Audit	\$2,400.00	\$1,400.00	\$ 1,303.00
Audit Legal	\$13,000.00	\$11,000.00	\$ 12,000.00
Insurance	\$3,200.00	\$5,200.00	\$ 5,008.00
Vehicle Expenses	\$1,000.00	\$750.00	\$ 597.00
Building Maintenance & repairs	\$1,500.00	\$2,000.00	\$ 2,000.00
Building Rent & utilities	\$39,360.00	\$60,000.00	\$ 60,000.00
Utilities	\$19,200.00	\$0.00	\$ 8,664.00
Program Equipment & Venue Rental	\$500.00	\$0.00	\$ -
Subscriptions & Resources Professional fee	\$3,500.00	\$5,000.00	\$ 4,575.00
Printing & Stationary Shredding Service	\$1,500.00	\$1,300.00	\$ 1,700.00
Staff Recognition	\$2,000.00	\$1,550.00	\$ 1,542.00
FCSS Volunteer recognition exp	\$3,700.00	\$2,250.00	\$ 2,250.00
Membership Fees	\$1,300.00	\$1,650.00	\$ 1,380.00
Counselling Fees	\$0.00	\$0.00	\$ -
Total Operating Expenses	\$137,860.00	\$129,941.23	\$128,957.00
Community Capacity Building			
Community Capacity Expenses	\$1,000.00	\$0.00	\$ -
Community Capacity Travel	\$1,200.00	\$0.00	\$ -
Equip. Repairs & Maint.	\$1,000.00	\$500.00	\$ 445.00
Equipment Purchases	\$1,200.00	\$1,000.00	\$ 974.70
Bank Charges	\$1,000.00	\$100.00	\$ 974.70
New Programing Expense Fund	\$833.44	\$0.00	\$ -
EXPENSES	\$648,462.00	\$561,192.00	\$632,345.69
	\$0.00	\$0.00	\$0.00
Payroll liability & vacation Payable 2023 roll to 2024			\$ 22,804.51
TOTAL EXPENSES			\$655,150.20
Net Income	\$0.00	\$0.00	-\$745.67

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: 5:30 p.m. Delegation - Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society.

1.0 PURPOSE:

Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society will present the prepared Town and County of Barrhead 2023 Alberta Provincial Housing & Service Needs Estimation Community report.

2.0 BACKGROUND AND DISCUSSION:

In 2023, the Rural Development Network partnered with 22 organizations representing 45 communities across Alberta to conduct a provincial-wide housing and service needs estimation.

The attached report outlines Barrhead's results within the provincial estimation, highlighting the number of residents who are housing insecure and their experiences with homelessness.

3.0 ALTERNATIVES:

3.1 That Council receives the Town and County of Barrhead 2023 Alberta Provincial Housing & Service Needs Estimation Community report, as information.

3.2 That Council tables the Town and County of Barrhead 2023 Alberta Provincial Housing & Service Needs Estimation Community report and request Barrhead F.C.S.S. to provide further information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Barrhead & District Family and Community Support Services Society provides a vital service to the Barrhead community.

8.0 ATTACHMENTS:

8.1 Town and County of Barrhead 2023 Alberta Provincial Housing & Service Needs Estimation Community report.

9.0 RECOMMENDATION:

That Council receives the Town and County of Barrhead 2023 Alberta Provincial Housing & Service Needs Estimation Community report, as information.

(original signed by the CAO)
Edward LeBlanc
CAO



TOWN AND COUNTY OF BARRHEAD

2023 Alberta Provincial Housing
& Service Needs Estimation

COMMUNITY REPORT



Prepared By:
Rural Development Network
(780)-964-2736
11443 - 143 Street, NW
Edmonton, AB

Acknowledgements

RDN's physical office is located on the Traditional Territories of Treaty 6 and is home to many Métis and Inuit Peoples. As a national organization, we also acknowledge that RDN staff and the communities we support live, gather, and organize across Turtle Island.

Inuit, Métis, and First Nations Peoples are experiencing homelessness at disproportionately high rates compared to non-Indigenous people in Canada. Unlike the common, colonialist definition of homelessness, Indigenous homelessness is not simply defined as lacking a structure of habitation; rather, it is more fully understood as a loss or breakdown of relationships between individuals, families, and/or communities and their land, water, place, family, kin, each other, animals, cultures, languages, and identities. RDN recognizes the ways in which settler relationships to both the land and the Peoples of this land have been broken and misused, causing and contributing to Indigenous homelessness. We also recognize the ways in which our presence on this land continues to uphold colonialism and reproduces dispossession and violence for Indigenous people, further perpetuating experiences of Indigenous homelessness.

In an ongoing effort to support Indigenous communities in addressing issues of housing, homelessness, and service needs, we are committed to working to decolonize homelessness research and advocate to funders for Indigenous self-determination in the housing and social sectors.

We share this acknowledgement to reaffirm our responsibility and commitment to reconciliation.

We also recognize that this land acknowledgement is just that, an acknowledgement; it is but one step in our journey. We commit to working to uphold the conditions of the treaties that govern this land.





We thank you.

This report and the information within were made possible through the efforts of many dedicated individuals and groups. We wish to thank the front-line staff at participating service agencies:

- Barrhead Employment Services
- Barrhead Social Housing
- Ripple Connection Support Centre

and the residents in Barrhead for their support, dedication, and commitment to this project.

Funded in part by the Government of Canada's Reaching Home Program:



Canada



About this Report

In 2023, the Rural Development Network (RDN) partnered with 22 organizations representing 45 communities across Alberta to conduct the third iteration of the provincial-wide housing and service needs estimation.

This report outlines Barrhead's results within the provincial estimation, highlighting the number of residents who are housing insecure and their experiences with homelessness. This report is complemented by the [Alberta Provincial Report](#), which highlights the combined results of all 45 communities across the province.

This report is intended to support decision-making across organizations, funders, and multiple levels of government around housing and homelessness by providing reliable and up-to-date data on housing and service needs in Barrhead. It can also be used and referred to in the community for program and advocacy purposes related to housing, homelessness, and service needs.

Contact info@ruraldevelopment.ca for more information on Housing and Service Needs Estimations.



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Definitions

What Does Homelessness Mean?

Homelessness


According to the Canadian Observatory on Homelessness (Gaetz et al., 2012), homelessness is the situation of an individual, family, or community without stable, safe, permanent, appropriate housing, or the immediate prospect, means, and ability to acquire it. It is the result of systemic or societal barriers, domestic violence, a lack of affordable and appropriate housing, the individual/household's financial, mental, cognitive, behavioural or physical challenges, and/or racism and discrimination.

Further, Indigenous homelessness considers the traumas imposed on Indigenous Peoples through colonialism. It is defined as a "human condition that describes First Nations, Métis and Inuit individuals, families or communities lacking stable, permanent, appropriate housing, or the immediate prospect, means or ability to acquire such housing...Indigenous homelessness is not defined as lacking a structure of habitation; rather, it is more fully described and understood through a composite lens of Indigenous worldviews" (Thistle, 2017).

Most people do not choose to be homeless, and the experience is generally negative, unpleasant, stressful, and distressing. The national definition of homelessness notes that individuals who become homeless experience a range of physical living situations, including:

Unsheltered: Absolutely homeless, living on the streets or in places not intended for human habitation (e.g. living on sidewalks, squares, parks, vehicles, garages, etc.).

Emergency Sheltered: People who are staying in overnight shelters due to homelessness as well as those staying in shelters due to family violence.



Provisionally Accommodated: People with an accommodation that is temporary or that lacks security for tenure (e.g. couch-surfing, living in transitional housing, living in abandoned buildings, living in places unfit for human habitation, people who are housed seasonally, people in domestic violence situations, etc.).

At Risk of Homelessness: People who are not yet homeless but whose current economic and/or housing situation is precarious or does not meet public health and safety standards (e.g. people who are one rent payment missed from eviction, people whose housing may be condemned for health, by-law, or safety violations, etc.).

(Canadian Observatory on Homelessness, Canadian Definition of Homelessness, 2012).

Insecure Housing: For this report, the term housing insecure, or insecure housing, will be used to encompass the entire spectrum of homelessness which includes unsheltered, emergency sheltered, provisionally accommodated, and at risk of homelessness.



Introduction

When it comes to homelessness and understanding its causes, the urban experience tends to dominate the conversation, mainly due to the “visibility” of individuals experiencing homelessness in urban centres. The issue of homelessness in rural and remote areas is far less understood and acknowledged because of its “hidden” nature. Further, recent data suggests that rural homelessness is prevalent at rates equivalent to or greater than urban per capita rates (Schiff, et al., 2022).

Recognizing this, RDN conducted the 2023 Alberta Provincial Housing and Service Needs Estimation with 22 organizations representing 45 rural, remote, and Indigenous communities across Alberta in an attempt to better understand what homelessness looks like in each community and across the rural provincial landscape. Specifically, the purpose of this estimation is to:

1. Develop a contextually relevant process for local service providers to engage and collect informed data with those who are at risk of or currently experiencing homelessness.
2. Provide a comprehensive picture of housing insecurity and homelessness in Alberta, including demographic information on who is experiencing homelessness and which services are being accessed, and which services are missing.
3. Help inform service providers and municipal, provincial, and federal policies, practices, and funding decisions on homelessness, housing, and support services.
4. Develop recommendations and next steps for service providers and municipal, provincial, and federal governments.
5. Elevate and incorporate the voices of people experiencing homelessness in the solutions to end homelessness.

This is the third iteration of the Alberta Provincial Housing and Service Needs Estimation; it was also conducted in 2018 and 2020 with 20 and 24 communities, respectively, though Barrhead has never participated in the provincial estimation before.

Methodology

The methodology employed in this Housing and Service Needs Estimation comes from the Step-by-Step Guide to Estimating Rural Homelessness, published by the Rural Development Network. RDN initially developed the Step-by-Step Guide to Estimating Rural Homelessness due to the lack of available, accurate, and current data on rural homelessness. A lack of data limits the ability of rural communities like Barrhead to advocate for better resources for their residents.

The guide is unique in that it tackles the issue of housing insecurity and homelessness from a rural perspective and recognizes the difficulties that come with conducting standard Point-in-Time (PiT) counts in rural and remote areas. It instead uses a service-based population estimation approach, which allows for anyone, including small nonprofits and local front-line agencies, to gather data on gaps in local housing and service needs without adding additional strain to workloads and organizational capacities.

Following the model proposed in the Step-by-Step Guide, RDN worked with communities and academics across Canada to develop a survey that reflected rural and remote community contexts. The survey was developed in accordance with the Canadian Observatory on Homelessness' definitions of homelessness. However, the survey itself was advertised as a Housing and Service Needs survey; this is a result of feedback from multiple service providers who are committed to minimizing the stigma associated with homelessness that could cause distress to their clients. By re-framing the language of the survey, service providers were able to encourage all clients to participate, instead of pointedly targeting certain individuals.

To further minimize stigma throughout the survey, rather than asking respondents to identify themselves as homeless or housing insecure, they were asked whether they consider their living conditions to be secure or insecure and to fill out checkboxes that determine their objective housing situation. Based on

responses to the latter survey question along with subsequent data analysis, RDN was able to determine which respondents were housing-unstable. As shown in the results, below, some individuals who don't consider themselves to be homeless or at risk of homelessness actually qualify based on the national definitions of homelessness.

The same survey was used across all communities participating in the 2023 Alberta Provincial Housing and Service Needs Estimation project, with one exception; each community's survey was customized to meet their location parameters. Figure 1 showcases Barrhead's location parameters.

Figure 1: Barrhead's Location Question on Survey

Q2. Where do you currently live (or which community do you live closest to)?

- Barrhead
- County of Barrhead
- Fort Assiniboine
- Goose lake
- I am not sure
- Other: _____
- Prefer not to answer

RDN worked with Barrhead to develop a survey administration process that would ensure the greatest level of participation possible. For Barrhead, surveys were advertised at service provider locations and online as an open Survey Monkey link across the community. Surveys were available through these locations and online for a period of four weeks: from March 1 to March 31, 2023.

Before the survey period began, RDN conducted orientation and training sessions with staff from participating agencies. During the training, emphasis was placed on clarifying survey terms, ensuring respondents' confidentiality and privacy, and

securing participants' informed consent. During each training session, resources were provided to staff to improve their understanding of the project and increase comfort in administering the survey. Training and resources also included the various ways to administer the survey in an open, non-intrusive manner, placing extra importance on meeting the individual's reasons for visiting the agency before offering the survey.

Important to note about the survey; to ensure the trust and anonymity of participants, each respondent was asked to give consent at the beginning of the survey and create a unique identifier. The unique identifier allows RDN to maintain the integrity of the data without knowing respondent identities. The unique identifier is a combination of letters and numbers from a participant's name and birthdate.

Figure 2: Unique Identifier Question on Survey

Q1. Anonymous Unique Identifier (ex. John Smith, born on 15th November 1964)

H	N	What are the last two letters of your FIRST name?
T	H	What are the last two letters of your LAST name?
1	5	What is the DAY you were born?
6	4	What are the last two numbers of the YEAR you were born?



Barrhead collected 118 survey responses during the four weeks. Of the 118 surveys, 37 were excluded. Surveys were deemed unsuitable and excluded for one or more of the following reasons:

1. Survey respondent(s) declined to give consent.
2. Survey respondent(s) declined to provide the unique identifier or provided improper unique identifier information (i.e. characters instead of numbers, etc.).
3. Survey respondent(s) submitted multiple surveys (determined based on unique identifier(s)).

Based on this, 81 were determined to be suitable for further analysis and will be the focus of the results outlined below.





Limitations

Despite our best attempts to reduce stigma and increase the accessibility of the survey, not all clients who were offered a survey chose to participate. Additionally, staff at participating agencies were informed that participants under the age of 14 years old required guardian consent to participate in the survey. While this is inherently problematic and exclusionary, as most youth experiencing homelessness would not have a guardian present to provide consent, to maintain survey ethics, this requirement is in compliance with the Alberta College of Social Workers. Worth noting here is that not everyone who filled out the survey responded to every question.

As a result, there remains a portion of people experiencing homelessness or housing insecurity whose voices and lived experiences were not captured in this project. Therefore, while the trends, highlights, and recommendations made are very informative, it is important to remember that this report presents a conservative picture of the housing and services needs in Barrhead.

Results & Analysis

Objective Housing Situation

As part of the survey, participants were asked the following question: *“Do you consider your housing situation to be unstable or feel you could easily lose your housing?”* Respondents were given the options “yes,” “no,” and “I’m not sure” to guide their responses. Of the 81 survey respondents, 21 self-identified as housing insecure, and 7 indicated “I’m not sure.” Through further analysis, it was determined that 48 survey respondents are housing insecure according to the national definitions of homelessness. An additional 42 dependents and 38 adults reported as living with housing insecure survey respondents. Therefore, based on survey results, there are at least 128 community members experiencing housing insecurity in Barrhead.

The top three reasons for housing insecurity in Barrhead, as reported by survey respondents, are:

1. Low wages
2. Inability to afford rent/mortgage payments
3. Illness/medical condition



Exploring the Spectrum of Homelessness in Barrhead

Recognizing that the national definition of homelessness is complex, encompassing various housing situations across a continuum, it is important to better understand what housing insecurity looks like in Barrhead. This can be achieved by exploring the experiences of the 48 housing insecure respondents.

To accurately place respondents along the spectrum of homelessness, a series of measures were used to understand their situations, including their self-identified housing stability response, their calculated housing stability, their current housing situation, the amenities they lack in their current home, and other factors. Early in the survey, respondents were asked to outline their current housing situation and were able to choose all situations that applied to them from a variety of statements that ranged from “I own the house I am currently in” to “I lived in supportive housing” to “I slept in a public space” and more. To accurately present what a journey of housing insecurity might look like for respondents over a month, we have included all responses, as respondents were able to select more than one statement.

An important thing to consider when reading this table is that people experiencing housing insecurity often fluctuate in and out of their situation; therefore, someone who was unsheltered one night might have been emergency sheltered or provisionally accommodated the next. As a result, we have highlighted every incident of insecurity respondents experienced in the past month to understand the journey of housing insecurity in Barrhead.

Table 1: Respondents by Housing Situation in the Homelessness Spectrum

Place on the Homelessness Spectrum	# of Respondents in Each Category
Unsheltered	1
Emergency Sheltered	2
Provisionally Accommodated	14
At-Risk of Homelessness	70

This table demonstrates the diversity of respondents' experiences with housing insecurity in Barrhead and outlines that homelessness presents itself in more ways than simply sleeping outside. Respondents that have been identified as "At Risk of Homelessness" emphasized their difficulty in being able to afford their rent/mortgage and/or have stayed in a home with unsafe conditions such as physical construction hazards, no windows, no electricity, etc. Some respondents are also living in overcrowded accommodations where there are not enough bedrooms for the number of people staying there.

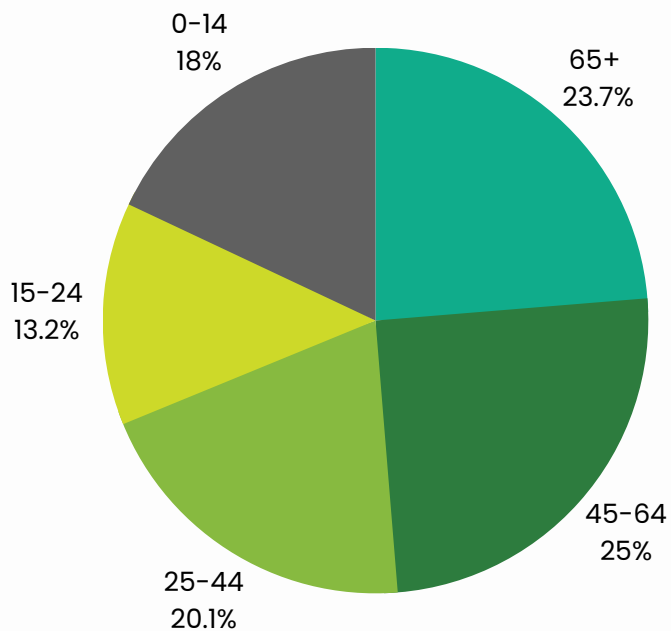
Respondents who indicated they experienced being provisionally accommodated noted staying in transitional housing units, staying in a home unwillingly because they have nowhere else to go, staying with a stranger because they had nowhere else to go, and/or enduring violence because they had nowhere else to go.

Barrhead Population Overview


According to Alberta's Regional Dashboard (Government of Alberta, n.d.a; Government of Alberta, n.d.b), the Town of Barrhead and County of Barrhead No. 11 cover a combined 2,501.4 square km of geographical land base with a total population size of 10,948; making up 0.24% of Alberta's total population.

49.9% (5,464) of the population is reported as female, while 50.1% (5,484) reported as male.

Figure 3: Barrhead Population Age Breakdown (2022)



The average age of the population is 46.4 years in the Town of Barrhead and 40.2 in the surrounding County.



According to Statistics Canada (2021) Census numbers, 9.2% (935) of the population immigrated to Canada, and 1% (105) of the population identified as a visible minority. Further, 5.8% (595) of Barrhead's combined population identified as Indigenous; 25% (150) of whom are First Nations and 74% (440) of whom are Métis.

The 2021 Census also reports that the Town and County of Barrhead have a combined 4,035 private households with an average of 2.2 people per household in town and 2.7 people in the surrounding County. Of the 4,035 private households, 77.8% (3,140) are owned, while 21.9% (250) are rented. Additionally, 87.1% (3,515) of occupied private dwellings are houses and 6.2% (250) of occupied private dwellings are apartments. Almost all of the apartments and a significantly higher proportion of renters are in the Town of Barrhead, where the average monthly rent for a two-bedroom dwelling is listed as \$806. Single-family houses make up 53.8% of all private dwellings in town and 90.5% in the surrounding County. Further, 24.4% (985) of households report one or more of the following:

- Spending more than 30% of their income on shelter costs,
- That their dwelling is “not suitable”; and/or,
- That their dwelling has “major repair needs.”

The median after-tax income is \$35,600 for individuals and \$61,600 for households in the Town of Barrhead and \$36,000 for individuals and \$74,000 for households in the County of Barrhead. According to the Economic Research Institute (2023), the cost of living in the Town of Barrhead is 5% higher than the national average and 1% lower than the provincial average for Alberta.

Housing & Service Needs Estimation Survey Respondent Population Overview

81 community members responded to the Barrhead survey; 68% (55) identified as female, 31% (25) as male, and 1% (1) as gender non-conforming. Additionally, 96% (78) of respondents identified as straight and 4% (3) as bisexual/pansexual.

Of the 81 respondents, 3% (2) are between the ages of 0-19; we know this from their unique identifier, which asks for their birth year, as well as our ethical standards on the age of consent when administering the survey that these respondents are between 14-18 years old. Additionally, 28% (22) are between the ages of 20-39, 30% (24) are between 40-59, and 40% (32) are 60 years or older.

94% (75) of respondents were born in Canada (Turtle Island), while 6% (5) immigrated to Canada.

82% (65) of respondents are white, while 7% (6) of respondents self-identified as racialized. An additional 3% (2) of respondents noted their racial identity was not listed in the options provided and 8% (6) of respondents preferred not to answer. Additionally, 17% (14) of respondents self-identified as Indigenous and 1% (1) preferred not to answer; 43% (6) as First Nations, 43% (6) as Métis, and 14% (2) as having other Indigenous ancestry.

12% (9) of respondents stayed in foster care, a youth group home, or under a youth/young adult agreement in the past and 1% (1) preferred not to answer.

Lastly, in terms of demographics, respondents were asked to indicate if they have ever served in the Canadian Armed Forces/Foreign Military Service, Royal Canadian Mounted Police (RCMP) or Foreign Police Service, or local or foreign Emergency Services (EMS, Police, Fire Department). Of the 81 survey respondents, 1% (1) were in the Canadian Armed Forces or Foreign Military Service, 1% (1) were in local or foreign Emergency Services, and 2% (2) preferred not to answer.

Housing Secure vs. Housing Insecure Survey Respondent Population Overview

Table 2: Housing & Service Needs Estimation Survey Population Overview Comparison by Housing Stability

Demographic Characteristic	Housing Secure	Housing Insecure
# of Survey Respondents	33	48
Gender	Male: 8	Male: 17
	Female: 24	Female: 31
	Trans-male: 0	Trans-male: 0
	Trans-female: 0	Trans-female: 0
	Gender non-conforming: 1	Gender non-conforming: 0
	Don't know: 0	Don't know: 0
	Straight: 32	Straight: 46
Sexual Orientation	Gay/Lesbian: 0	Gay/Lesbian: 0
	Bisexual/Pansexual: 1	Bisexual/Pansexual: 2
	Asexual: 0	Asexual: 0
	Two-spirit: 0	Two-spirit: 0
	Don't know: 0	Don't know: 20

Age	0 - 19 years: 2	0 - 19 years: 0
	20 - 39 years: 7	20 - 39 years: 15
	40 - 59 years: 7	40 - 59 years: 17
	60+: 16	60+: 16
Immigration Status	Born in Canada: 27	Born in Canada: 48
	Born outside of Canada: 5	Born outside of Canada: 0
Racial Identity	White: 29	White: 36
	Visible minority: 2	Visible minority: 4
Indigenous Identity	First Nations: 1	First Nations: 5
	Métis: 1	Métis: 5
	Inuit: 0	Inuit: 0
	Other Indigenous ancestry: 1	Other Indigenous ancestry: 1
Time in Foster Care, Youth Group Home, or Youth/Young Adult Agreement	Spent time in care: 2	Spent time in care: 7
Served in Canadian Armed Forces, RCMP, Emergency Services	Canadian Armed Forces: 1	Canadian Armed Forces: 0
	RCMP: 0	RCMP: 0
	Emergency Services: 1	Emergency Services: 0

Based on this survey population overview breakdown, we can determine the following:

- Respondents identifying as female are 1.8x more likely than their male counterparts to be housing insecure
- 79% of Indigenous respondents are housing insecure
- 78% of respondents who spent time in care are housing insecure and 57% of housing insecure respondents who spent time in care are Indigenous

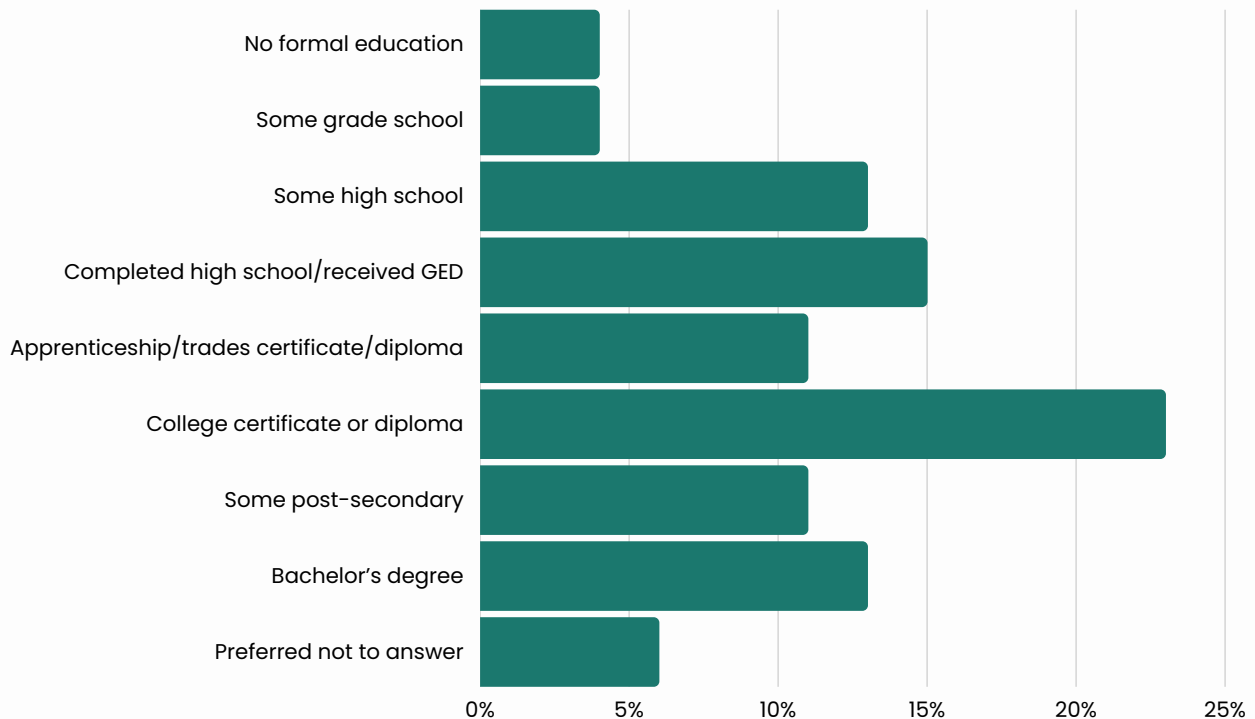
**Note that the rest of the reported results and analysis will focus on housing insecure respondents unless otherwise indicated.*




Education, Employment, and Income Sources

Respondents indicated various education levels when responding to “*What is the highest level of education you’ve completed?*” 4% (2) of respondents have no formal education, 4% (2) have completed some grade school, 13% (6) have completed some high school, 15% (7) have completed high school or received their GED, 11% (5) have an apprenticeship, trades certificate, or diploma, 23% (11) have a college certificate or diploma, 11% (5) have some post-secondary, 13% (5) have a Bachelor’s degree, and 6% (3) preferred not to answer. This can be seen in Figure 4 below.

Figure 4: Respondents’ Education Levels Breakdown





Additionally, 61% (20) of respondents are employed; 50% (11) of those employed are full-time, 27% (6) are part-time, 18% (4) are casual, and 5% (1) are employed seasonally.

Recognizing that many respondents are not full-time employed, we asked them, “What are your sources of income?” Respondents were encouraged to check all that apply from the following list of options: Job-related (e.g. employment, partner/spouse’s income, alimony/child support, etc.), Government-related (e.g. Seniors Benefits, Veterans’ Benefits, Disability Benefits, Employment Insurance, Student loans, etc.), Tax-related (e.g. child and family tax benefits, GST refunds, etc.), or Informal (e.g. bottle returns, panhandling, money from family and friends, etc.).

Respondents noted 44 times that they receive job-related income, 30 times that they receive government-related income, 27 times that they receive tax-related income, and six times that they receive informal income. Additionally, respondents noted three times that they have other sources of income including credit card loans, and once that they preferred not to answer.

Further, respondents were asked to disclose their approximate household income for the previous year. Responses varied widely, as seen in Table 3.

Table 3: Respondents Approximate Household Income in 2022

Total Household Income in 2022	# of Respondents Per Income Level
\$30,000 or less	24 (51%)
Between \$30,001 and \$49,999	7 (15%)
Between \$50,000 and \$69,999	6 (13%)
Between \$70,000 and \$89,999	2 (4%)
Between \$90,000 and \$109,999	3 (6%)
More than \$110,000	2 (4%)
Prefer not to answer	3 (6%)

This can be broken down further to understand household income level by housing security status, as seen in Table 4.

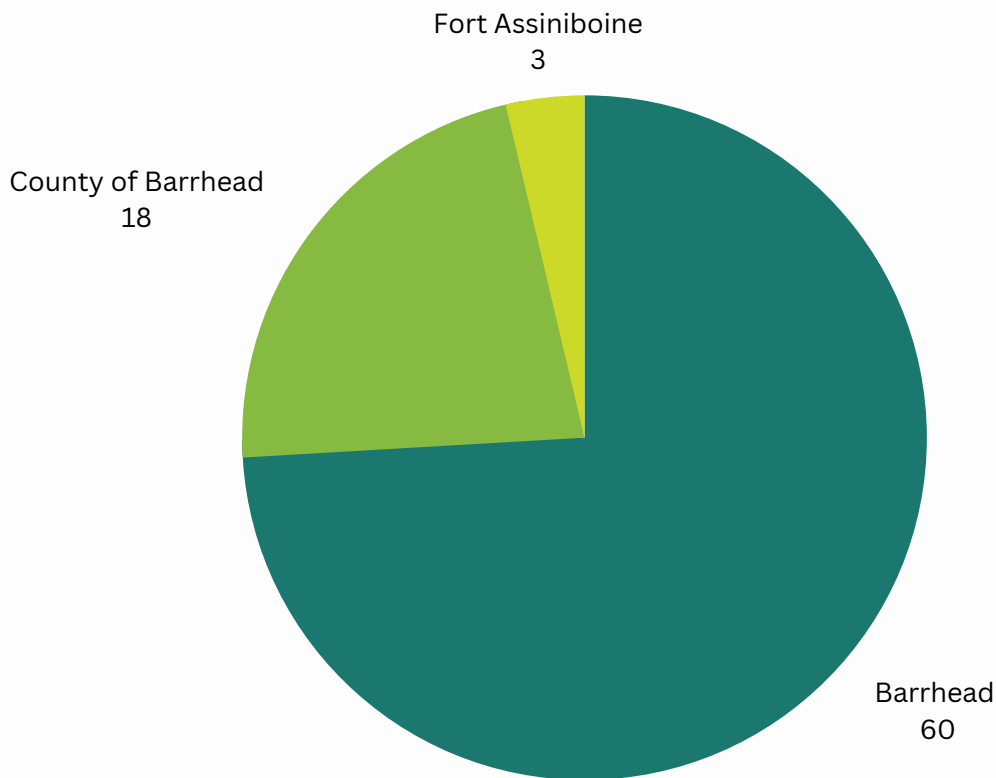
Table 4: Respondents' Household Income in 2022 by Housing Status

Total Household Income in 2022	# of Housing Secure Respondents Per Income Level	# of Housing Insecure Respondents Per Income Level
\$30,000 or less	4 (13%)	24 (51%)
Between \$30,001 and \$49,999	5 (16%)	7 (15%)
Between \$50,000 and \$69,999	5 (16%)	6 (13%)
Between \$70,000 and \$89,999	3 (10%)	2 (4%)
Between \$90,000 and \$109,999	3 (10%)	3 (6%)
More than \$110,000	8 (26%)	2 (4%)
Prefer not to answer	3 (10%)	3 (6%)

Living Situation

Residents from across Barrhead responded to the survey, as can be seen in Figure 5.

Figure 5: Breakdown of All Survey Respondents by Location



To better understand respondents' current living situations, respondents were asked to indicate if they rent or own their home (or if neither is true for them). 38% (18) of housing insecure respondents indicated that they own their homes, 50% (24) indicated that they rent their homes, and 13% (6) noted that they neither own nor rent. Comparatively, 82% (27) of housing secure respondents owned their homes, 9% (3) rented their homes, 6% (2) noted they neither own nor rent, and 3% (1) preferred not to answer.

Further, respondents were asked, "If you pay rent or a mortgage, how much do you pay per month?" Of the responses, rent and mortgage costs varied.

Table 5: Rent or Mortgage Costs per Month by Housing Status


Rent/Mortgage Cost	# of Housing Secure Respondents Paying Mortgage Costs	# of Housing Insecure Respondents Paying Rent/Mortgage Costs
Less than \$500	0	2 (4%)
Between \$500 to \$999	4 (13%)	20 (42%)
Between \$1000 to \$1499	9 (28%)	12 (25%)
Between \$1500 to \$1999	3 (9%)	6 (13%)
Over \$2000	0	2 (4%)
I don't pay rent or a mortgage	16 (50%)	3 (6%)
Prefer not to answer	0	3 (6%)

Among housing insecure respondents, whether they rent, own, or are in a different situation entirely, 35% (13) do not have sufficient and affordable heating and 24% (9) do not have fire protection.

Table 6: Breakdown of Respondents’ Missing Amenities

Missing Amenities	# of Respondents Missing Amenities
Indoor plumbing/bathing facilities	3 (8%)
Sufficient and affordable heating	13 (35%)
Safe drinking water	4 (11%)
Refrigeration	3 (8%)
Electricity (or equivalent - i.e. solar power)	2 (5%)
Cooking facilities	3 (8%)
Fire protection (smoke alarms, fire extinguishers)	9 (24%)

This breakdown highlighted respondents who lack basic amenities and is one of the ways in which respondents’ objective housing situation is calculated. Many respondents self-identified as housing stable but lacked amenities that would consider their housing situation stable according to the Canadian definition of homelessness, including indoor plumbing, heat, electricity, and access to safe drinking water.



23% (18) of all respondents, 50% (9) of which are housing insecure, have always lived in Barrhead. Of the housing insecure respondents who were not born there, 45% (21) have lived in the area for more than eight years. Respondents who are not from Barrhead were also asked to indicate why they came to this community. The top three reasons respondents came to the area are:

1. To be closer to family (43%)
2. For the lifestyle the community offers (15%)
3. To start a job (13%)

Other reasons people moved to Barrhead include to find housing (11%), to access services/supports (4%), to look for work (4%), and fear for safety/fleeing from violence (2%). 6% of respondents selected “other” and 2% preferred not to answer.

Community Supports

To better understand service needs and gaps in Barrhead, respondents were asked: “Which support services do you access?” The main reasons all respondents access services are to help with basic needs (20%) and health and wellness (19%).

Table 7: Reasons Why Respondents Access Support Services

Services Accessed	# of Housing Secure Respondents who Accessed these Services	# of Housing Insecure Respondents who Accessed these Services
Basic Needs - Food, shelter, clothing, etc.	0	23 (23%)
COVID-19 - PPE, information, supports	0	6 (6%)
Crisis Financial Support - Eviction notice, utility bill problems, damage deposits, etc.	0	9 (9%)

<p>Family/Parenting - Child care, parenting/family issues, relationship issues, child developmental assessment tools/referrals, etc.</p>	<p>4 (27%)</p>	<p>11 (11%)</p>
<p>Financial - Employment, housing, training/education, etc.</p>	<p>1 (7%)</p>	<p>9 (9%)</p>
<p>Health and Wellness - Addictions, mental health, physical health care, spiritual/cultural, etc.</p>	<p>6 (40%)</p>	<p>16 (16%)</p>
<p>Legal - Separation/divorce/custody, wills/estates, employment/labour standards, landlord/tenant issues, immigration issues, criminal/misdemeanor, etc.</p>	<p>3 (20%)</p>	<p>7 (7%)</p>

<p>Support Services - Help with government forms, help with accessing government/other programs or services, access to technology, etc.</p>	<p>1 (7%)</p>	<p>14 (14%)</p>
<p>Transportation - Access to basic services/education/employment, medical transportation</p>	<p>0</p>	<p>4 (4%)</p>

To further understand respondents’ abilities to access the necessary support services, we asked: *“Which of these services were you able to access in your community?”* and *“Which of these services did you have to access in another community?”* followed by, *“If applicable, how long did you travel to access these services (one-way)?”*

Interestingly, respondents were most likely to access basic needs supports, health and wellness services, and family/parenting supports in Barrhead and health and wellness services outside of Barrhead, as seen in Table 8.

Table 8: Services Accessed by Housing Insecure Respondents by Location

Services Accessed in Barrhead	# of Respondents who Accessed these Services	Services Accessed Outside of Barrhead	# of Respondents who Accessed these Services
Basic Needs - Food, shelter, clothing, etc.	20 (17%)	Basic Needs - Food, shelter, clothing, etc.	2 (4%)
COVID-19 - PPE, information, supports	10 (9%)	COVID-19 - PPE, information, supports	4 (8%)
Crisis Financial Support - Eviction notice, utility bill problems, damage deposits, etc.	10 (9%)	Crisis Financial Support - Eviction notice, utility bill problems, damage deposits, etc.	4 (8%)
Family/Parenting - Child care, parenting/family issues, relationship issues, child developmental assessment tools/referrals, etc.	14 (12%)	Family/Parenting - Child care, parenting/family issues, relationship issues, child developmental assessment tools/referrals, etc.	2 (4%)

Financial - Employment, housing, training/education, etc.	11 (9%)	Financial - Employment, housing, training/education, etc.	4 (8%)
Health and Wellness - Addictions, mental health, physical health care, spiritual/cultural, etc.	14 (12%)	Health and Wellness - Addictions, mental health, physical health care, spiritual/cultural, etc.	8 (16%)
Legal - Separation/divorce /custody, wills/estates, employment/ labour standards, landlord/tenant issues, immigration issues, criminal/ misdemeanour, etc.	11 (9%)	Legal - Separation/divorce/ custody, wills/estates, employment/labour standards, landlord/tenant issues, immigration issues, criminal/ misdemeanour, etc.	6 (12%)

Support Services - Help with government forms, help with accessing government/other programs or services, access to technology, etc.	13 (11%)	Support Services - Help with government forms, help with accessing government/other programs or services, access to technology, etc.	2 (4%)
Transportation - Access to basic services/education /employment, medical transportation	10 (9%)	Transportation - Access to basic services/education/ employment, medical transportation	6 (12%)

Respondents noted travelling an average of one hour and twenty minutes one-way to access services. Time and distance to access services outside of the community is a barrier for some respondents; while 59% of respondents travel by vehicle to get to these services, 20% rely on family members or friends, 15% rely on public transit or e-bus, taxis and/or a service agency staff arranging a ride for them, and 5% resort to hitchhiking to access services.


What's important to consider is that respondents who are unable to access the necessary support will continue to experience housing insecurity at much higher rates than those respondents who can access the support needed to stabilize their housing situation.

4% (2) of respondents accessed an emergency shelter in the past 12 months and 4% (2) preferred not to answer; 50% (1) accessed a women's/domestic violence shelter and 50% (1) were not sure which type of shelter they accessed.

Of the respondents who needed shelter services but did not access them, several reasons were provided as to why, as outlined in Table 9. The top main reason why respondents did not access shelter services when they needed them was because there were no shelters in their area.

Table 9: Reasons Respondents Did Not Access Shelter Services When Needed

Reason for Not Accessing Shelter Services	# of Respondents
The right kind of shelter wasn't available (for example, I needed a women's shelter and couldn't access one)	1 (11%)
The shelter was full	1 (11%)
There was no shelter in my area	5 (56%)
I didn't meet the intake criteria to access the shelter	0
I didn't feel safe	0
The shelter was unclean	0
The shelter did not welcome me because of my gender identity	0
Alcohol/substance use is not permitted on site	0
Lack of disability accommodations	0
Lack of transportation	1 (11%)



No pets allowed	1 (11%)
Isolation from social support (family, partner, friends, etc.)	0
Prefer not to answer	0



Insights on Community Spaces

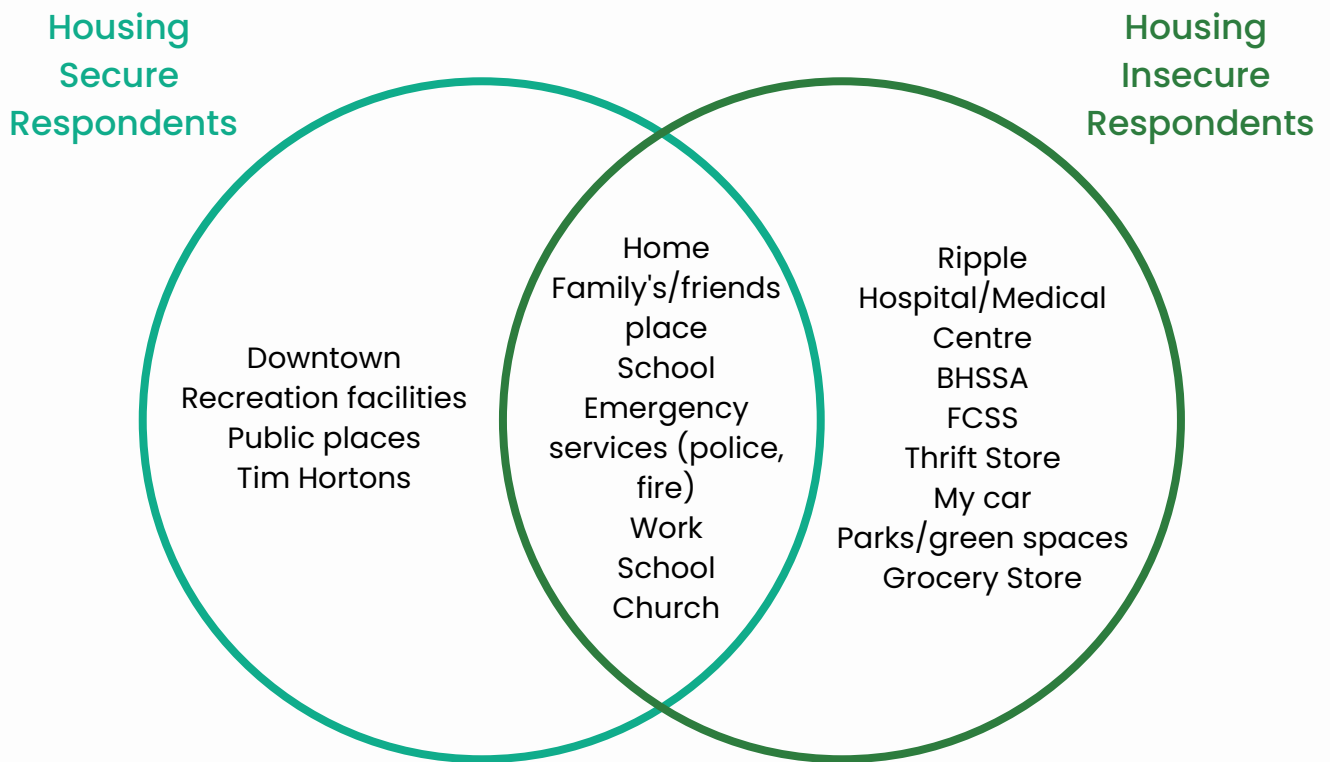
Wanting to ensure the respondents had the opportunity to reflect on their experiences in the community, they were asked; *“What are two things you love about the community and what are two things you don’t love about the community?”*

In analyzing responses across both housing secure and housing insecure respondents about what respondents love about Barrhead, one theme emerged: the sense of community. Respondents repeatedly highlighted the welcoming feel of the community. Many noted how they love that their family is close by, how welcoming and friendly the people are, and how safe they feel in Barrhead. Others noted the sense of peace and quiet they get living in Barrhead. Respondents also emphasized the proximity to the outdoors as a bonus to living in Barrhead.

In contrast, when discussing the things they don’t love about the community, respondents spoke often about a lack of services within the community. Respondents mentioned that Barrhead lacks affordable housing, accessible and affordable childcare, health and wellness services, and public transportation services. Additionally, respondents noted that services offered in the community are not wheelchair accessible.

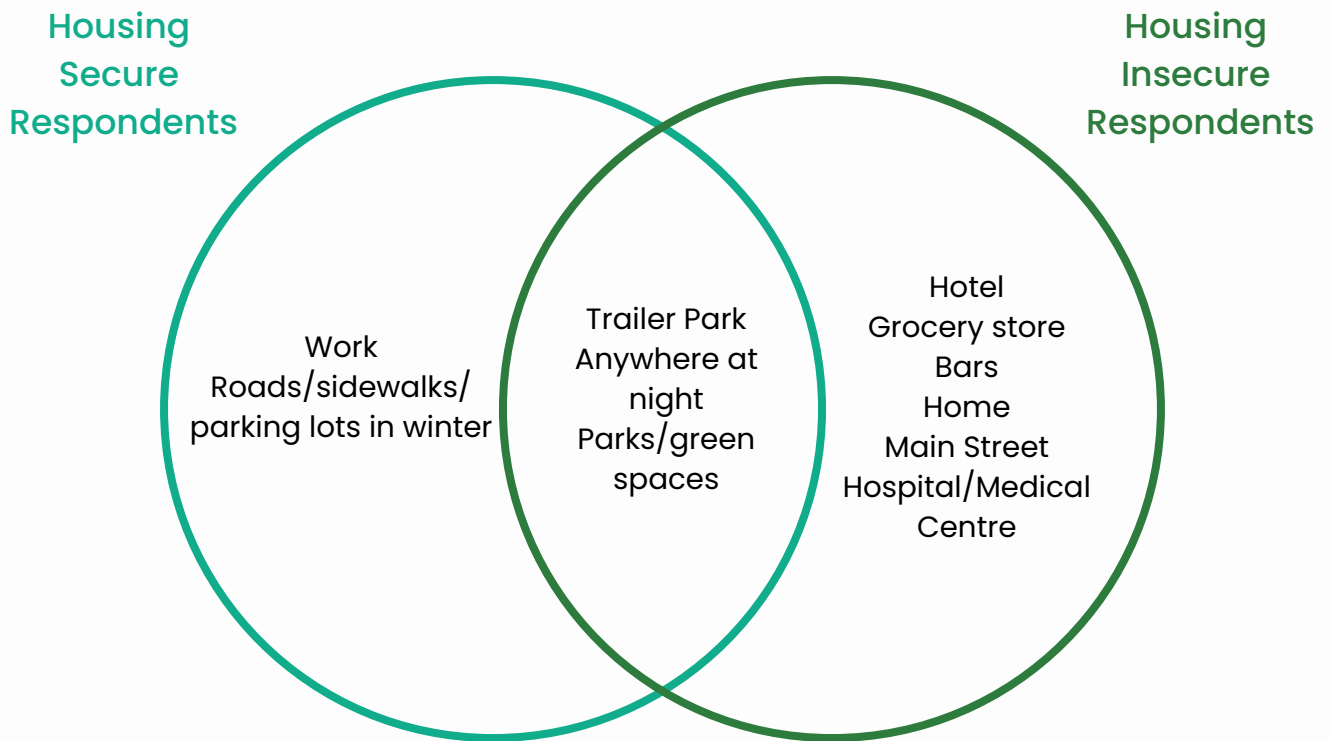
Respondents were also asked, *“What are two places that make you feel safe in the community and what are two places that make you feel unsafe in the community?”* Figure 6 highlights the spaces where respondents feel safe.

Figure 6: Venn Diagram of Safe Spaces Responses by Housing Status



In comparison, Figure 7 highlights spaces where housing secure and housing insecure respondents felt unsafe.

Figure 7: Venn Diagram of Unsafe Spaces Responses by Housing Status



“What Would You Like to See More of in Your Community?”

Respondents, both housing secure and housing insecure, outlined many things they would like to see more of in the community. Specifically, respondents highlighted a need for more accessible and affordable housing, more services including public transportation and childcare services, and a more wheelchair-accessible community. These needs are echoed in respondents' answers to a previous question they were asked: *“Does Barrhead provide enough... employment opportunities; free/accessible recreational and social opportunities; social services; accessible and affordable housing; public transportation; access to food?”*

Table 10: Respondents' Perceptions of Barrhead's Provision of Services

Does the Community Provide Enough:	# of Respondents Who Believe the Community Provides Enough...	# of Respondents Who Believe the Community Does Not Provide Enough...	# of Respondents Who Aren't Sure if the Community Provides Enough...
Employment opportunities	20 (28%)	30 (42%)	21 (30%)
Free/accessible recreational and social opportunities	36 (48%)	20 (27%)	19 (25%)
Social services	60 (79%)	7 (9%)	9 (12%)

Accessible & affordable housing	14 (20%)	36 (51%)	20 (29%)
Public transportation	4 (5%)	62 (85%)	7 (10%)
Access to food (grocery stores, markets, food banks, etc.)	60 (82%)	6 (8%)	7 (10%)

Of note in Table 10 is the significant discrepancy in respondents who believe there is enough accessible and affordable housing in Barrhead (20%) versus the number of respondents who believe more accessible and affordable housing is needed (51%) and the number of respondents who believe there is enough public transportation (5%) versus the number of respondents who believe more is needed (85%).

Upon further analysis, an overall satisfaction score was generated to better understand respondents' perceptions of service provision in the community. It was determined that housing secure respondents are 52% satisfied, while housing insecure respondents are only 38% satisfied with service provision in Barrhead. What's important to note here is that the satisfaction rates calculated above speak to the lack of available services in the area rather than satisfaction with currently available services in the community.

What Does Homelessness Look Like in Barrhead?

In a report that is composed of mainly quantitative data, it can be easy to overlook the humanity behind the numbers reported. Using the most common responses from the survey, we were able to compile a profile of a “typical” respondent facing housing insecurity.

In the case of Barrhead, this is a woman between 40-59 who has lived in the community for more than eight years. She currently rents her home which she shares with her partner/spouse for between \$500 and \$999 per month. Though employed full-time, she reports spending more than 30% of her monthly income on housing and finds it difficult to consistently pay rent. Her home also lacks sufficient and affordable heating. She regularly accesses basic needs support.

The true diversity of respondents is illustrated in the Results & Analysis section, but this highlights what someone experiencing housing insecurity might look like in Barrhead.






Opportunities Moving Forward

Based on the findings outlined in this report, RDN has identified three opportunities to support housing insecure respondents moving forward. They are:

1. Increase community awareness and understanding of housing insecurity and homelessness. Community conversations around housing insecurity should have two goals: First, to broaden the community's understanding of and empathetic reaction to community members experiencing housing insecurity, and second, to help community members understand the various experiences of housing insecurity in Barrhead. Of the 48 survey respondents who were identified as housing insecure, only 21 self-identified as housing insecure. It is possible then, that the 27 respondents who believe they are housing secure have never accessed supports that could help improve their current housing situation. Facilitating community conversations on housing insecurity and homelessness will help to ensure more people better understand their current housing situation and at the same time, will hopefully encourage the community and housing secure residents to show empathy and understanding towards housing insecure respondents and decrease the incidents of judgment, discrimination, and exclusion of housing insecure respondents' experiences. Considering 35% of respondents do not have sufficient heating and 24% do not have the appropriate and required fire protection in their current housing situation, community conversations should also include sharing information and resources on human rights, tenant rights, and homeowner rights.

2. Consider public transportation options in Barrhead. Respondents indicated that the lack of transportation is a barrier to accessing support services, recreation opportunities, and shelter in the community. 19% of respondents in need of services resorted to hitchhiking to get the support they needed. Additionally, many respondents indicated that transportation infrastructure, including roads, sidewalks, parking lots, and buses, are inaccessible to community members with mobility challenges, for example, individuals using a wheelchair, pushing a stroller, or pulling a wagon.



To ensure respondents can get the support they need to stabilize their housing situation, whether that be access to medical or mental health support, accessing the employment centre, obtaining a job, or even finding housing, accessible transportation is crucial. If public transportation services currently exist in Barrhead, consider expanding operating hours and adding to existing public transportation routes to better serve residents in need of transportation. If they do not yet exist, consider options to implement public transportation services in the community. Public transportation is often very difficult to provide in rural communities, due to lack of infrastructure and costs associated with operations. If needed, consider creative and/or alternative options to public transportation such as car share programs, taxi credits, volunteer ride share programs, or other options to ensure community members, specifically housing insecure community members, can get around the community. Additionally, conducting an accessibility audit across the community to identify transportation infrastructure that is not currently accessible is a great starting point to understand how to support respondents who need accessibility support.

3. Conduct an audit of current housing options in Barrhead with the goal of increasing accessible and affordable housing. Respondents overwhelmingly highlighted the need for accessible and affordable housing options in the community. As a result, it is important to highlight the need for affordable and adaptable housing projects to increase housing options in Barrhead which could include income-based housing units, below-market-rate rental units, and/or advocating for more creative housing options. Prioritize the accessibility of housing options when conducting an audit to meet the needs of community members with mobility challenges.

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Rural Development Network
(780)-964-2736
11443 - 143 Street, NW
Edmonton, AB

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: 6:00 p.m. Delegation – Ms. Elaine Dickie, Library Director, representing the Barrhead Public Library.

1.0 PURPOSE:

Ms. Elaine Dickie to present the 2024 Barrhead Public Library Budget at 6:00 P.M.

2.0 BACKGROUND AND DISCUSSION:

Similar to last year, the Library Board representative(s) meets with Council to present the 2024 Barrhead Public Library Budget, the Neerlandia Library Society along well as their three-year budget projections.

3.0 ALTERNATIVES:

- 3.1 (a) That Council approves the 2024 Barrhead Public Library Budget presentation from Ms. Elaine Dickie, as presented.
- 3.1 (b) That Council accepts the Barrhead Public Library's three-year budget projections, as information.
- 3.2 That Council tables the Barrhead Public Library presentation relating to their 2024 Operating Budget and request the Library's Administration to provide further information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The actual 2023 approved operating budget included:

- The Town's contribution of \$96,336.00 along with an additional \$5,750.00 for utility payment assistance bring a total financial commitment from the Town to \$102,086.00

The proposed 2024 operating budget includes:

- The Town's contribution of \$ 98,280.00 along with an additional \$7,500.00 for utility payment assistance bring a total financial commitment from the Town to \$105,780.00

The 2024 proposed budget represents an increase of \$3,694.00 or 3.62% in comparison to the 2023 approved budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

The Barrhead Public Library provides an important role for the community.

8.0 ATTACHMENTS:

- 8.1 Barrhead Library Board letter dated November 1, 2023
- 8.2 Barrhead Library Board proposed 2024 Operating Budget
- 8.3 Neerlandia Library Society's 2024 Operating Budget
- 8.4 Barrhead Library Board Three-Year Budget Projections

9.0 RECOMMENDATION:

- (a) That Council approves the 2024 Barrhead Public Library Budget presentation from Ms. Elaine Dickie, as presented.
- (b) That Council accepts the Barrhead Public Library's three-year budget projections, as information.

(original signed by the CAO)
Edward LeBlanc
CAO

BARRHEAD LIBRARY BOARD

5103 – 53 Avenue, Barrhead, Alberta T7N 0A8

Phone: 780-674-8519 Fax: 780-674-8520

e-mail: elaine@barrheadpubliclibrary.ca website: www.barrheadpubliclibrary.ca

Nov. 1, 2023

Attn: Edward Leblanc, CAO
Town of Barrhead

Re: Barrhead Library Board's proposed 2024 budget to be for presentation to Council

Dear Mr. Leblanc

At the request of the Library Board I enclose for Council's consideration the 2023 year-end budget projections for Barrhead Public Library and Neerlandia Public Library and the Library Board's proposed budget for 2024. The Board approved this budget at its regular meeting on Oct. 17, 2023. A three-year budget projection is also included.

Changes to note in the proposed 2024 budget: The Library Board is requesting a 45cent per capita increase from the municipalities, and an increase in contributions towards the cost of utilities at Barrhead Public Library. Demand for services and programs have been steeply rising, as are the costs of materials and providing a competitive wage for staff. To this end:

- Library Director Elaine Dickie has offered to work four days a week in 2024 with the reduction in her wage to be applied towards staffing.
- To further address the high cost of living, the salary grid is to be increased by 2% and permanent staff moved up on the salary grid.
- Utility costs at the Barrhead library continue to rise. These costs are outside the control of the Library Board. We respectfully request the municipalities raise their current \$5750 "cap" on utilities to \$7500 to reflect actual costs. Utilities which include heating, water, natural gas and janitorial services are expected to be \$15,300 in 2024. The Library will continue to pay for insurance, photocopying and phone/data, expected to be \$7350 in 2024, and any utility costs above the \$7500 cap.

As always, we are very grateful for Council's support for the work we do. We know, based on 2022 statistics, that Barrhead citizens borrowed 61,518 items with a cumulative value of \$959,500. We think you will agree that is a lot of dollars "saved" in our community.

We look forward to presenting this budget to Council on Nov 14, 2023 and will bring with us a short Power Point to illustrate the services we provide.

Sincerely,

Elaine Dickie, Library Director
for Barrhead Library Board

Connect . Discover . Explore

17-Oct-23

BARRHEAD LIBRARY BOARD

2024 Proposed Budget-Revenue

	2021 Actual	Revised 2022 Budget	2022 Actual	2023 budget	2023 Projected Year End	2024 Proposed	Notes: Re: 2024 Budget
Cash Revenue							
Government Revenue							
Municipal Affairs	58,430	58,430	58,430	69,855	69,855	69,855	\$5.60/capita plus \$9000 operating grant
Town of Barrhead	84,437	87,001	87,001	96,336	96,336	98,280	Town of Barrhead 4920 @ \$22.75
County of Barrhead	115,950	119,472	119,472	131,057	131,057	133,702	County of Barrhead 5877 @ \$22.75
COLA for BPL		7,300	7,300	0			
Total Government Revenue	258,817	272,203	272,203	297,248	297,248	301,837	
School Revenues							
Instruction	25,610	29,800	28,350	27,300	28,800	31,800	Grades K-6 (636 students)
Books	4,669	5,500	5,168	5,500	3,500	0	
Total School Revenues	30,279	35,300	33,518	32,800	32,300	31,800	
Public Library Revenues							
Donations/Fundraising							
Memorial/Gifts	14,340	7,000	7,791	9,000	9,000	9,000	
Books for Babies	0	500	0	500	500	500	
Friends of the Library	3,897	3,500	3,509	3,500	3,500	3,500	
Used Book Sales	1,262	500	442	500	900	900	
Book Fairs	6,209	12,000	13,558	12,000	12,000	6,000	
Adopt-A-Magazine	1,319	900	700	900	800	800	
Total Donations/Fundraising	27,027	24,400	26,000	26,400	26,200	20,700	
Grants							
Program Grants							
STEP /YCW/Employment	16,386	4,700	4,200	4,200	2,100	4,200	
YRL/Culture	\$ 800	\$ 750	\$ -				0 Rural Initiative
CAP/Other			3,360	10,000	10,000	4,200	
Total Grants	17,186	5,450	7,560	14,200	12,100	4,200	

17-Oct-23

BARRHEAD LIBRARY BOARD

2024 Proposed Budget-Revenue

Operations	7,179	8,500	8,837	7,500	7,500	7,500
Membership fees	490	2,500	1,249	1,500	500	500
Fines	278	500	1,530	1,500	2,100	2,100
Program fees	1,311	1,500	2,150	1,500	1,750	1,750
Other		0				
Handling fees (BES)	9,258	13,000	13,766	12,000	11,850	11,850
Total Operations	53,471	42,850	47,326	52,600	50,150	36,750
Total Public Library Revenues						
Withdrawal from reserve	0	1,395	0	3,236	0	0
GST Refund	997	750	1,125	600	500	1,200
Interest from Equity	193	200	172	200	300	300
One Time Provincial Contribution						
Town&County-Library Utilities	11,825	11,500	11,566	11,500	11,500	15,000
Total Cash Revenues	355,582	364,198	365,909	398,184	392,098	386,887
Allotments						
YRL Barhead Allotment	7,245	7,245	7,245	7,245	7,245	7,245
YRL Neerlândia Allotment	1,063	1,063	1,063	1,063	1,063	1,063
YRL BES Allotment	524	524	524	524	524	524
YRL NPCS Allotment	227	227	227	227	227	227
Total Allotments	9,059	9,059	9,059	9,059	9,059	9,059
Jane Kusal, Chair						

2024 Proposed Budget--Expenses

17-Oct-23	2021 Actual	Revised 2022 Budget	2022 Actual	2023 Budget	2023 Projected to Year End	2024 Proposed	2024 budget notes
Salaries							
Regular Employees	237,472	240,000	232,221	256,000	256,000	262,731	2024 budget notes
COLA for BPL 2022	7,300	7,300	7,300				
RRSP Contributions	3,084	3,399	2,720	3,500	2,500	2,500	
AJMA	8,436	6,300	6,272	6,300	3,600	3,600	
Workers Compensation	567	600	909	900	900	900	
Total Salaries	249,559	257,599	249,422	266,700	263,000	269,731	
Special Projects Personnel							
Summer Students	16,580	7,700	8,069	16,800	18,286	15,400	420 hours +280 hours
CAPYCW							
Total Special Projects	16,580	7,700	8,069	16,800	18,286	15,400	
Total Salaries and Special Projects	266,139	265,299	257,491	283,500	281,286	285,131	
Administrative Expenses							
Board Meeting Expenses	374	400	205	100	100	100	
Prof. Membership & Dues	507	500	348	500	500	500	
Other (Licenses)	1,879	1,500	366	1,000	1,200	1,000	movies, office, etc.
Total Administrative Expenses	2,760	2,400	920	1,600	1,800	1,600	
Accounting & Legal	1,517	2,200	2,255	2,255	2,306	2,350	
Accounting software	975	1,000	1,078	1,100	1,135	1,150	
Advertising/Promotion							
Publicity	600	2,000	799	4,000	1,500	2,000	
Job Ads							
Total Advertising/Promotion	600	2,000	799	4,000	1,500	2,000	
Total Acc/Legal, Advertising	3,092	5,200	4,132	7,355	4,941	5,500	
Book Fairs	4,814	9,600	10,197	9,000	9,000	4,500	
Capital Disbursements							
Technology	197		361	8,000	500	500	
Capital - other		0		0			
Total Capital Disbursements	197	0	361	8,000	500	500	
Collection Development							
BPL	10,932	10,000	10,993	11,505	10,000	15,000	
BES Collection	3,400	5,000	3,109	5,000	4,050	0	
Total Collection Development	14,332	15,000	14,102	16,505	14,050	15,000	

2024 Proposed Budget--Expenses

	2021 Actual	Revised 2022 Budget	2022 Actual	2023 Budget	2023 Projected to Year End	2024 Proposed
17-Oct-23						
Programs and Exhibits						
Art Exhibits	77	150	154	150	150	150
Books for Babes	457	500	198	500	500	600
Summer Reading Program	100	200	289	500	400	500
Library Programs	900	500	1,561	1,500	800	1,000
Alberta Culture Days	731	750	0	100	0	0
Summer Camps			292	500	1,250	700
Other Programs & Resources	1,210	1,000	1,110	1,500	1,500	2,000
Total Programs & Exhibits	3,475	3,100	3,604	4,750	4,650	4,950
Total Collection & Programs	17,807	18,100	17,706	21,255	18,650	19,950
Communication/Utilities						
Utilities	13,665	13,500	13,770	14,000	15,300	15,000
Insurance	2,709	4,000	2,215	4,000	2,100	3,500
Phone/data Communications	1,848	1,850	1,694	1,850	1,900	1,850
Total Communication/Utilities	18,222	19,350	17,679	19,850	19,300	20,350
Maintenance/Repair/Upgrading						
Maintenance	214	500	876	500	600	600
COVID	768	1,000	0	500	0	0
Maintenance-PHRD						
Total Maintenance/Repair/Upgrading	981	1,500	876	1,000	600	600
Professional Development						
Board	0	500	0	500	500	500
Staff	337	500	187	500	1,200	1,000
Director	0	500	65	500	400	250
Total Professional Development	337	1,500	252	1,500	2,100	1,750
Staff/Volunteer Appreciation	890	500	2,566	500	500	500
Prof. Development/Volunteer Apprec.	1,227	2,000	2,818	2,000	2,600	2,250
Supplies & Materials						
Birds/Fish	0	0	0	0	0	0
General Office Supplies	2,468	3,000	2,793	3,000	3,500	3,800
Photocopying	758	1,700	1,064	1,500	2,100	2,000
Processing Supplies	1,973	1,600	1,239	2,000	2,000	2,000
Contracted Services	0	500	34	0	0	0
Regular Postage	279	400	307	400	400	400
Office Equipment						
Total Supplies & Materials	5,477	7,200	5,437	6,900	8,000	8,200
Neerlandia Disbursement	35,436	33,648	33,720	37,724	37,724	38,306
						1299*22.79)*(1383*6.428)
Total Cash Expenditures	356,151	364,297	351,337	398,184	384,401	386,887

Neerlandia Library Society
4918 50th Street
Neerlandia , Alberta T0G 1R0
(780) 674-5384

	2023 Budget	2024 Budget
INCOME		
Trac Card Registrations	\$2,000.00	\$2,000.00
Interest	\$500.00	\$500.00
Fines/Lost books	\$500.00	\$500.00
Fundraising Income	\$32,200.00	\$32,200.00
GST Rebate	\$500.00	\$500.00
Alberta Municipal Affairs 1383@6.428	\$8,889.92	\$8,889.92
Per Capita County 1293@22.30	\$28,833.90	\$28,833.90
NPCS & NLS Wage Agreement	\$13,300.00	\$13,300.00
From Savings	\$5,022.18	\$3,276.18
	<u>\$91,746.00</u>	<u>\$90,000.00</u>
EXPENSES		
Collection	\$7,500.00	\$6,000.00
Library & Office Supplies	\$1,246.00	\$1,000.00
Membership/Prof Development	\$2,000.00	\$1,500.00
Wages-NLS share	\$34,000.00	\$36,000.00
Wages-NPCS share	\$13,300.00	\$13,300.00
Community Program Supplies & Expenses	\$3,000.00	\$2,000.00
Fundraising Costs	\$26,000.00	\$26,000.00
Capital Expense	\$2,000.00	\$2,000.00
GST paid out	\$1,000.00	\$500.00
Accounting/Insurance	<u>\$1,700.00</u>	<u>\$1,700.00</u>
	<u>\$91,746.00</u>	<u>\$90,000.00</u>
BOOK ALLOTMENTS		
YRL NLS Allotment		\$1,500.51
YRL NPCS Allotment		\$409.95
NPCS Allotment		<u>\$1,000.00</u>
		\$2,910.46

Barrhead Library Board



Three Year Budget Projections

	Budget Jan 01, 2024 to Dec 31, 2024	Budget Jan 01, 2025 to Dec 31, 2025	Budget Jan 01, 2026 to Dec 31, 2026	Budget Jan 01, 2027 to Dec 31, 2027
REVENUES				
Alberta Municipal Affairs	\$ 69,855	\$ 69,885	\$ 69,885	\$ 69,885
Town of Barrhead	\$ 98,280	\$ 100,246	\$ 102,251	\$ 104,296
County of Barrhead	\$ 133,702	\$ 136,376	\$ 139,104	\$ 141,886
Town & County COLA per BPL	\$ -	\$ -	\$ -	\$ -
Town & County Utilities	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
School Revenue	\$ 31,800	\$ 32,436	\$ 33,085	\$ 33,746
Donation & Fundraising	\$ 20,700	\$ 21,114	\$ 21,536	\$ 21,967
Grants	\$ 4,200	\$ 4,284	\$ 4,370	\$ 4,457
Operations	\$ 11,850	\$ 12,087	\$ 12,329	\$ 12,575
Other Revenue	\$ 1,500	\$ 1,530	\$ 1,561	\$ 1,592
Withdrawal from reserves	\$ -	\$ 1,667	\$ 3,398	\$ 5,164
TOTAL REVENUE	\$ 386,887	\$ 394,625	\$ 402,517	\$ 410,568
EXPENSES				
Total Staffing	\$ 285,131	\$ 290,834	\$ 296,650	\$ 302,583
Total Administrative Expenses	\$ 1,600	\$ 1,632	\$ 1,665	\$ 1,698
Total Accounting/Legal/Advertising	\$ 5,500	\$ 5,610	\$ 5,722	\$ 5,837
Total Fundraising and Book Fairs	\$ 4,500	\$ 4,590	\$ 4,682	\$ 4,775
Total Capital Disbursements	\$ 500	\$ 510	\$ 520	\$ 531
Total Collection & Development	\$ 15,000	\$ 15,300	\$ 15,606	\$ 15,918
Total Programs & Exhibits	\$ 4,950	\$ 5,049	\$ 5,150	\$ 5,253
Total Communications/Utilities	\$ 20,350	\$ 20,757	\$ 21,172	\$ 21,596
Total Maintenance/Repairs	\$ 600	\$ 612	\$ 624	\$ 637
Total Professional Development/Volunteer Apprecia	\$ 2,250	\$ 2,295	\$ 2,341	\$ 2,388
Total Supplies & Materials	\$ 8,200	\$ 8,364	\$ 8,531	\$ 8,702
Neerlandia Disbursement	\$ 38,306	\$ 39,072	\$ 39,854	\$ 40,651
TOTAL EXPENSES	\$ 386,887	\$ 394,625	\$ 402,517	\$ 410,568
NET INCOME	\$ -	\$ 0	\$ 0	\$ 0

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Request from Barrhead Steelers for a designated change room

1.0 **PURPOSE:**

For Council to consider the request from the Barrhead Steelers to designate a change room for their team.

2.0 **BACKGROUND AND DISCUSSION:**

During the October 24th Council Meeting, Council received correspondence from the Barrhead Steelers requesting change room #5 be the official room of the Steelers.

After some deliberation, Council passed the following resolution:

Moved by Cr. Sawatzky that Council instructs Administration to provide further information at the next Council Meeting on the request from the Barrhead Steelers, to designate dressing room #5 as the official room of the Steelers and that Administration provides additional information relating to the Barrhead Bombers' rental agreement at the next Council Meeting.

(Resolution No. 310-23)

- 2.1 The current Barrhead Bombers are not charged a dressing room rental fee. During the June 11th 2019 Council meeting Council passed a motion to provide exclusive use of one change room to the Western Provinces Hockey Association. Council rescinded the motion during the July 5th, 2010.

The direction provide by Council during the June 11th, 2019 Council Meeting was carried-over for the rental agreement for the Western States Hockey League as well as the now current league for the Barrhead Bombers.

2.2 The Agrena only has six change rooms.

- One change room has been dedicated to the Barrhead Bombers.
- When ice is rented out to Fun Hockey, one change room is allocated for both the home and visitors' female players.
- The initiation teams (the lowest age group) uses only ½ of the ice for games and practices. In those situations, there can be two homes teams and two visitors' teams each requiring individual change rooms for a total of four change rooms.
- Earlier this year, Barrhead Old Vets team donated a shelving unit for change room # 5 providing all minor hockey teams have access to that change room as well as the Old Vets having access to room #5 during their home games and annual tournament.
- Administration inquired with many arenas and it was common to learn that if a community provides exclusive use of a change room it is usually assign to the most senior hockey team in the community.

2.3 The Barrhead Steelers have the oldest minor hockey players in the community.

2.4 At the beginning of this hockey season the Barrhead Steelers rented five hours of ice per week. Since November they have cancelled half of their ice allocation. As reported by the President of Barrhead Minor Hockey the cancellations were due to the late hours of some practices and they were able to secure ice from other arena(s) at a more preferred time of the day.

2.5 The jerseys for all Barrhead hockey teams are "Boston Bruins" colors. The Recreation Department could paint some of the change rooms those colors at a cost of approximately \$200.00 for material per room. Barrhead Fun Hockey teams have "Detroit Red Wing" colors so a precedence could be set if we start painting our change rooms to fit team colors.

3.0 ALTERNATIVES:

3.1 That Council denies the request from the Barrhead Steelers to have change room #5 be the official change room of the Steelers.

3.2 That Council approves the request from the Barrhead Steelers' to have change room #5 be the official room of the Steelers.

3.3 That Council tables the request from the Barrhead Steelers to have change room #5 be the official room of the Steelers and instructs Administration to provide further information at 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:

Limited.

8.0 ATTACHMENTS:

8.1 – Letter dated October 10, 2023 from the Barrhead Steelers

9.0 RECOMMENDATION:

That Council denies the request from the Barrhead Steelers to have change room #5 be the official room of the Steelers.

(original signed by the CAO)
Edward LeBlanc
CAO

RECEIVED

OCT 13 2023

October 10, 2023

Dear Barrhead Council,

This letter is from the Barrhead Steelers, wanting to ask permission to turn room 5 in the Barrhead arena into the official room of the Steelers. The Steelers have been a very proud tradition of Barrhead Minor Hockey for many years and we all think that it would be great to have a designated dressing room again.

All of us remember when we were younger, looking up to all the Steelers. We remember when we would have that home tournament when we were given that chance to get ready in the Steeler room. It was such an amazing feeling.

A lot of kids that go through Barrhead Minor Hockey have that dream to be able to wear that Steelers Jersey and get ready to play the game they love in an amazing dressing room. Kids are proud to say that they are a part of this great hockey tradition.

We ask the Barrhead Council to take this into consideration and let this tradition carry on. Please let dressing room 5 become the home of the Barrhead Steelers.

Thank You,
Barrhead Steelers

[Handwritten signatures and notes, including names like "M...", "C...", and "D..."]

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Barrhead Regional Fire Services and Emergency Response Centre 2024 Budgets

1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services and Emergency Response Centre Committee's 2024 Operating Budgets, 2025 to 2027 Operating Plans, 2024 Capital Budgets and 10 Year Capital Plan.

2.0 **BACKGROUND AND DISCUSSION:**

During the November 1, 2023, Barrhead Regional Fire Services Committee meeting, the Committee reviewed the 2024 Fire and ERC Operating Budgets, the 2025 to 2027 Fire and ERC Operating Plans, the 2024 Fire and ERC Capital Budgets and the Fire and ERC 10 Year Capital Plan.

The Committee passed the following motions:

Moved by Cr. Assaf that the Barrhead Regional Fire Services proposed 2024 Regional Fire Operating Budget be reduced by \$11,000.00 for a revised total amount of \$997,970.00 and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Cr. Schatz that the Barrhead Regional Fire Services 2025-2027 Proposed Operating Plan be approved in the amounts of:

- 2025 - \$1,005,630.00
- 2026 - \$1,038,230.00
- 2027 - \$1,038,210.00

and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Cr. Schatz that the Barrhead Regional Fire Services Proposed 2024 Capital Budget be accepted in the amount of \$0.00 and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Ivan Kusal that the Proposed 2024 Emergency Response Centre Operating Budget be approved in the amount of \$56,160.00 and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Cr. Kleinfeldt that that Proposed Emergency Response Centre 2025-2027 Operating Plan, be approved in the amounts of:

- 2025 - \$57,980.00
- 2026 - \$59,960.00
- 2027 - \$62,000.00

and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Cr. Assaf that the Proposed 2024 Emergency Response Centre Capital Budget be approved in the amount of \$11,900.00 and be recommended for approval to both the Town Council and County Council, as presented.

Moved by Cr. Kleinfeldt that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be accepted as amended and be recommended for approval to both the Town Council and County Council, as amended.

3.0 ALTERNATIVES:

- 3.1 Council approves the Barrhead Regional Fire Services and Emergency Response Centre Committee's 2024 Operating Budgets, 2025 to 2027 Operating Plans, 2024 Capital Budgets and 10 Year Capital Plan.
- 3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information on the proposed 2024 Operating Budgets, 2025 to 2027 Operating Plans, 2024 Capital Budgets and 10 Year Capital Plan and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have a direct impact to the Town's overall 2024 operating budget. The Committee's overall financial request will have an impact of: \$330,510.00 to the Town's 2024 Operating Budget for Fire Services (an increase of \$5,620.00 or 1.7% from the previous year), \$28,080.00 for Emergency Response Centre (an increase of \$1,670.00 or 6.3% from the previous year), \$0.00 to the 2024 Fire Capital Budget (a decrease of \$65,500.00 from 2023) and \$5,950.00 to the 2024 ERC Capital Budget (same as 2023).

5.0 INTERDEPARTMENTAL IMPLICATIONS:

The noted operational budgets are limited to the regional Fire Department and Emergency Response services.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

To ensure the Barrhead Regional Fire Services and Emergency Response Centre have sufficient operational and capital budgets to meet their obligations for the 2024 fiscal year.

8.0 ATTACHMENTS:

1. The Barrhead Regional Fire Services 2024 Operating Budget
2. The Barrhead Regional Fire Services 2025 – 2027 Fire Operating Plan
3. The Barrhead Regional Fire Services 2024 Fire Capital Budget
4. The Barrhead Regional Fire Services Emergency Response Centre 2024 Operating Budget
5. The Barrhead Regional Fire Services Emergency Response Centre 2025 – 2027 ERC Operating Plan

6. The Barrhead Regional Fire Services Emergency Response Centre 2024 ERC Capital Budget
7. The Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan

9.0 RECOMMENDATIONS:

- a) That Council approves the Barrhead Regional Fire Services' proposed 2024 Operating Budget in the amount of \$997,970.00, with a financial contribution of \$330,510.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Regional Fire Services Committee.
- b) That Council approves the Barrhead Regional Fire Services' proposed 2025-2027 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- c) That Council approves the Barrhead Regional Fire Services' proposed 2024 Capital Budget in the amount of \$0.00, with a financial contribution of \$0.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Regional Fire Services Committee.
- d) That Council approves the Barrhead Regional Fire Services' Emergency Response Center Operating Budget in the amount of \$ 56,160.00 with a financial contribution of \$28,080.00 from both the Town of Barrhead and Barrhead County, as presented and recommended by the Barrhead Regional Fire Services Committee.
- e) That Council approves the Barrhead Regional Fire Services' Emergency Response Center proposed 2025-2027 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- f) That Council approves the Barrhead Regional Fire Services' Emergency Response Centre proposed 2024 Capital Budget in the amount of \$11,900.00 with \$5,950.00 contribution from both the Town of Barrhead and Barrhead County as presented and recommended by the Barrhead Regional Fire Services Committee.
- g) That Council approves the Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

(Original signed by the CAO)
Edward LeBlanc
CAO

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 OPERATING BUDGET						
3	Approved by Committee: November 1, 2023						
4		2023 Budget	2023 YTD TO OCT 20/23	2023 PROJECTED	2024 Budget	Budget Diff 2023/2024	2024 Comments
5	<u>FIRE REVENUES</u>						
6	1-141000 - Sale of Goods & Services	150	200.00	200.00	150	-	Normal 150
7	1-141013 - Mutual Aid Fees	2,500	2,500.00	2,500.00	2,500	-	Birch Cove - 2,500 (Last increase 2021, was 2,000 prior to that)
8	1-141014 - Fire Fighting Fees - Other	2,000	463,568.33	520,000.00	1,500	(500)	Other Fire Fighting, Mutual Aid, In 2023 BFS assisted several municipalities with wildfires
9	1-141018 - Rescue Services	46,000	33,270.00	50,000.00	50,000	4,000	MVA/Rescues
10	1-159001 - Reimbursements	1,000	291.16	1,000.00	1,000	-	WCB Rebate, etc.
11	1-185000 - County - Fire Fighting Fees	150,000	176,326.42	190,000.00	170,000	20,000	Fire Fighting responses/costs billed to municipality
12	1-185002 - Operational Contribution - County	324,890	243,667.50	306,682.00	330,510	5,620	
13	1-185003 - Town - Fire Fighting Fees	30,000	15,050.00	17,000.00	25,000	(5,000)	Fire Fighting responses/costs billed to municipality
14	1-185004 - Town - Dispatch	9,330	7,437.42	9,920.00	10,190	860	Town portion of dispatch
15	1-185005 - Operational Contribution - Town	324,890	243,667.50	306,683.00	330,510	5,620	50% remaining deficit - Operational Costs
16	1-185006 - County - Ambulance Assists	25,000	11,400.00	15,000.00	25,000	-	
17	1-185007 - Town - Ambulance Assists	22,000	24,375.00	26,000.00	24,000	2,000	
18	1-185008 - County - Guardian/Dispatch	26,190	20,067.37	26,230.00	27,610	1,420	County portion guardian fees, mileage, dispatch, hired equip.
19		963,950	1,241,820.70	1,471,215.00	997,970	34,020	
20							
21		2023 Budget	2023 YTD TO OCT 20/23	2023 PROJECTED	2024 Budget	Budget Diff 2023/2024	2024 Comments
22	<u>FIRE EXPENSES</u>						
23	2-211000 - Salaries	297,740	255,906.93	302,000.00	316,200	18,460	Includes 4% COLA, Merit
24	2-213001 - AUMA Fire Fighter Insurance Benefits	1,550	1,480.00	1,480.00	1,550	-	
25	2-213100 - Local Authorities Pension P	29,030	23,455.00	29,070.00	30,990	1,960	
26	2-213200 - Canada Pension Plan	15,000	18,991.89	24,000.00	17,000	2,000	
27	2-213300 - Employment Insurance	7,100	8,012.79	10,000.00	8,500	1,400	
28	2-213500 - AUMA Benefits	22,000	17,924.36	22,300.00	23,000	1,000	
29	2-213600 - Workers Compensation	7,500	5,713.24	7,140.00	7,500	-	

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 OPERATING BUDGET						
3	Approved by Committee: November 1, 2023						
4		2023 Budget	2023 YTD TO OCT 20/23	2023 PROJECTED	2024 Budget	Budget Diff 2023/2024	2024 Comments
30	2-214800 - Training & Development	35,000	18,112.46	25,000.00	35,000	-	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level). Training in 2023 was low due to provincial wildfires. We currently have full complement of Fire Fighters so training will be higher in 2024.
31	2-215900 - Firefighters Salaries	200,390	246,676.07	404,300.00	209,740	9,350	Fire Fighter Fees and minimum hours - 180,640 (Fire Fighter Fee Pay Schedule increased 4%), Practice and Meetings, Standby Summer, Year Round Standby Additional Weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600
32	2-215902 - Guardians	7,000	4,108.60	6,000.00	7,000	-	
33	2-221100 - Travel & Subsistence	7,500	5,818.31	7,500.00	25,000	17,500	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, 2024 IFIDIC Travel Chief and 2 firefighters 17,000 (last IFIDIC in 2022)
34	2-221110 - Mileage/Internet (Guardians) - County	6,500	5,660.43	6,500.00	6,500	-	
35	2-221400 - Memberships	2,800	360.00	360.00	1,360	(1,440)	AB Fire Chiefs Membership (2) - 360, Misc - 1,000
36	2-221500 - Freight	500	-	250.00	500	-	
37	2-221600 - Postage	360	240.00	360.00	360	-	
38	2-221700 - Telephone, Internet, Cable	10,500	7,139.31	8,800.00	9,000	(1,500)	Phones, fax, Internet, cells
39	2-222000 - Advertising/Subscriptions	500	716.83	800.00	500	-	
40	2-223200 - Legal/Prof. Fees	4,000	-	500.00	4,000	-	
41	2-223600 - Town Dispatch Contract	9,330	7,437.42	9,920.00	10,190	860	4,591 @ 2.22/capita in 2024
42	2-223601 - County Dispatch Contract	12,690	10,298.34	13,730.00	14,110	1,420	6,357 @ 2.22/capita in 2024
43	2-224001 - IT Maintenance, Materials	19,200	10,593.08	19,200.00	21,440	2,240	Computer/IT - 3,100, Workstation Hardware Replacements - 3,960, New Printer - 880, Fire Pro 3,100, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,200
44	2-225300 - Equipment Maintenance	4,500	2,327.78	3,000.00	3,500	(1,000)	
45	2-225503 - 1999 Freightliner Fire Truck	-	415.00	415.00	-	-	
46	2-225304 - 2015 Hazmat Trailer	500	-	-	100	(400)	Normal - 100
47	2-225501 - 1950 Mercury Fire Truck	100	-	-	100	-	Normal - 100
48	2-225505 - 2014 Kenworth Water Tender	2,500	1,501.21	2,500.00	2,000	(500)	Normal - 2,000

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 OPERATING BUDGET						
3	Approved by Committee: November 1, 2023						
4		2023 Budget	2023 YTD TO OCT 20/23	2023 PROJECTED	2024 Budget	Budget Diff 2023/2024	2024 Comments
49	2-225506 - 2007 Pierce Platform Tower 6	27,500	25,808.66	27,500.00	11,900	(15,600)	Normal - 5,400, Pump Test - 1,500, Aerial Testing - 5,000
50	2-225507 - 2020 Rapid Attack Truck (RAT)	1,500	828.29	1,000.00	1,000	(500)	Normal - 1,000
51	2-225508 - 2011 Freightliner Fire Truck	5,000	2,469.83	3,500.00	4,000	(1,000)	Normal - 4,000
52	2-225509 - 2012 Polaris 6 X 6, Trailer	4,000	15.40	1,500.00	2,500	(1,500)	Normal - 2,500
53	2-225511 - 2019 Dodge	4,000	5,759.54	6,500.00	3,000	(1,000)	Normal - 3,000
54	2-225512 - 2023 Dodge	4,000	2,601.00	3,000.00	3,000	(1,000)	Normal - 3,000
55	2-225533 - 2006 Freightliner M2 Truck	2,500	4,870.65	5,000.00	2,500	-	Normal - 2,500
56	2-225534 - 2008 Freightliner Tanker	4,500	5,699.89	6,500.00	2,500	(2,000)	Normal - 2,500 (2023 included Replacement Nozzle)
57	2-225537 - 2021 Fort Garry Fire Engine	5,500	1,307.43	3,500.00	4,000	(1,500)	Normal - 2,500, Pump Testing - 1,500
58	2-225900 - Contracted Services	15,000	-	15,000.00	15,000	-	
59	2-226301 - Hired Equipment	500	-	500.00	500	-	
60	2-226302 - Hired Equipment - County	500	14,917.69	18,000.00	500	-	
61	2-226303 - Equipment Lease - SCBA	26,130	26,132.52	26,135.00	26,130	-	SCBA Lease Actual Cost (Lease to 2030)
62	2-227102 - Radio License	1,400	1,452.10	1,455.00	1,500	100	
63	2-227400 - Insurance	29,550	30,162.37	31,500.00	34,500	4,950	
64	2-251000 - Materials & Supplies	7,000	4,223.85	7,000.00	7,000	-	
65	2-251004 - Communication Repair & Maintenance	8,000	3,208.57	6,000.00	8,000	-	Normal Repairs - 3,000, Replacements - 5,000
66	2-251005 - Air Cylinders/SCBA Packs	9,000	5,273.13	8,000.00	9,000	-	Normal - 2,500 for Compressor Service & Bi-Annual air monitoring, misc, mask replacements - 5,000, mask bags - 1,500
67	2-251006 - Equip. Replace - Hoses, Nozzles, Foam	12,000	1,869.95	6,500.00	12,000	-	Foam & Extinguisher Recharge - 6,000, Nozzles & Hoses - 6,000 and foam store build-up
68	2-251007 - Equip. Replace - Turn Out Gear, Etc.	36,000	6,010.47	15,000.00	36,000	-	Turnout gear (pants, boots, helmets, gloves, etc.) - 4,800 per set/per person
69	2-251008 - Fire Preven Material & Supplies	3,000	1,435.85	3,000.00	3,000	-	Normal - 3,000
70	2-251009 - Public Safety Materials & Suppl.	700	-	500.00	700	-	Normal - 700
71	2-251010 - Firefighter/Business Apprec.	2,500	696.36	2,500.00	2,500	-	Appreciation Meal - 500, Thanks to Firefighter Employers 2,000
72	2-251011 - Bulk Water For Trucks	4,100	1,835.91	3,000.00	4,100	-	Bulk water for Trucks
73	2-251012 - Rescue Materials & Supplies	7,500	1,927.20	7,500.00	7,500	-	
74	2-251013 - Uniforms	10,500	4,412.87	10,500.00	10,500	-	2 T-Shirts for each firefighter - 2,000, Class B Uniforms, 15 Members and 3 day staff - 6,000, Dress Uniforms (after 5 years) for 3 members net 2,000, Patches, misc - 500

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 OPERATING BUDGET						
3	Approved by Committee: November 1, 2023						
4		2023 Budget	2023 YTD TO OCT 20/23	2023 PROJECTED	2024 Budget	Budget Diff 2023/2024	2024 Comments
75	2-251200 - Personal Protection/Health & Wellness	1,750	375.00	1,000.00	1,000	(750)	Health & Wellness - 750, Other - 250
76	2-251500 - Gasoline/Diesel/Oil/Grease	26,530	24,858.68	30,000.00	29,000	2,470	Fuel higher in 2023 due to trucks assisting in provincial fires
77	2-276200 - Contribution to Capital	-	-	315,000.00	-	-	Transfer billable truck hour revenues from provincial fire assistance to Joint Reserve for future fire truck purchase
78		963,950	831,042.26	1,471,215.00	997,970	34,020	
79							
80							
81	Summary of 2024 Budget Changes over 2023 Budget						
82							
83		Salaries, Benefits, Firefighter Fees, Conference, Travel				50,230	Salaries include 4% increase plus merit increases
84		Phones, Dispatch				780	Increase to dispatch rate
85		Rescue Supp, Insurance, Materials & Supplies, Gasoline, Equipment & Vehicle Maintenance				(5,990)	Reduced Maintenance
86						45,020	Overall Budget - Higher

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2025 to 2027 OPERATING PLAN						
3	Approved by Committee: November 1, 2023						
4		2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS	2027 PLAN	2027 COMMENTS
5	OPERATING REVENUES						
6	Revenue from Sale of Air, Misc.	(150)	Normal 150	(150)	Normal 150	(150)	Normal 150
7	Mutual Aid	(2,500)	Birch Cove 2,500 starting in 2021, (Rate 2,000 since 2018, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(3,000)	Birch Cove 3,000 as of 2026, 2,500 from 2021 to 2025, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(3,000)	Birch Cove 3,000 as of 2026, 2,500 from 2021 to 2025, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)
8	Fire Fighting/Rescue Services - Other	(1,500)	Other Fire Fighting, Mutual Aid	(1,500)	Other Fire Fighting, Mutual Aid	(1,500)	Other Fire Fighting, Mutual Aid
9	Rescue Services - Prov.	(50,000)	MVA/Rescues	(50,000)	MVA/Rescues	(50,000)	MVA/Rescues
10	Reimbursements (WCB)	(1,000)	WCB Rebate	(1,000)	WCB Rebate	(1,000)	WCB Rebate
11	Fire Fighting Fees - County	(170,000)	Fire Fighting/Reponses - costs billed to municipality	(170,000)	Fire Fighting/Reponses - costs billed to municipality	(170,000)	Fire Fighting/Reponses - costs billed to municipality
12	Operational Contrib. - County	(334,340)	50% remaining deficit - operational costs	(350,390)	50% remaining deficit - operational costs	(350,380)	50% remaining deficit - operational costs
13	Fire Fighting Fees - Town	(25,000)	Fire Fighting/Reponses - costs billed to municipality	(25,000)	Fire Fighting/Reponses - costs billed to municipality	(25,000)	Fire Fighting/Reponses - costs billed to municipality
14	Dispatch - Town	(10,190)	Town portion of dispatch	(10,190)	Town portion of dispatch	(10,190)	Town portion of dispatch
15	Operational Contrib. - Town	(334,340)	50% remaining deficit - operational costs	(350,390)	50% remaining deficit - operational costs	(350,380)	50% remaining deficit - operational costs
16	Ambulance Assists - County	(25,000)		(25,000)		(25,000)	
17	Ambulance Assists - Town	(24,000)		(24,000)		(24,000)	
18	Guardian/Dispatch - County	(27,610)	County portion guardian fees, mileage, dispatch	(27,610)	County portion guardian fees, mileage, dispatch	(27,610)	County portion guardian fees, mileage, dispatch
19	GRAND TOTAL FIRE REVENUES	(1,005,630)		(1,038,230)		(1,038,210)	
20							
21							
22	OPERATING EXPENSES						
23	Salaries	322,510	Inc. 2% COLA	328,960	Inc. 2% COLA	335,540	Inc. 2% COLA
24	Fire Fighter Insurance Benefits	1,550		1,550		1,550	
25	Local Authorities Pension Plan	31,610		32,240		32,880	
26	Canada Pension Plan	17,340		17,690		18,040	
27	Employment Insurance	8,670		8,840		9,020	
28	AUMA Benefits	24,150		25,360		26,630	
29	Workers Compensation	7,900		8,100		8,300	
30	Training & Development	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)
31	Fire Fighters Salaries	213,350	Fire Fighter Fees, and minimum hours - 184,250, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600	217,040	Fire Fighter Fees, and minimum hours - 187,940, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600	220,800	Fire Fighter Fees, and minimum hours - 191,700, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600
32	Guardian Fees - County	7,000		7,000		7,000	
33	Travel & Subsistance, Mileage	8,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000	25,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFIDIC Travel Chief and 2 firefighters 17,000 (last IFIDIC in 2024)	8,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000
34	Guardian Mileage/Internet - County	6,500		6,500		6,500	
35	Memberships	1,360	AB Fire Chiefs Membership (2) - 360, Misc - 1,000	1,360	AB Fire Chiefs Membership (2) - 360, Misc - 1,000	1,360	AB Fire Chiefs Membership (2) - 360, Misc - 1,000
36	Freight	500		500		500	
37	Postage	360		360		360	

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2025 to 2027 OPERATING PLAN						
3	Approved by Committee: November 1, 2023						
4		2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS	2027 PLAN	2027 COMMENTS
38	Telephone	9,500	Phones, fax, Internet, cells	10,000	Phones, fax, Internet, cells	10,500	Phones, fax, Internet, cells
39	Advertising/Subscriptions	500		500		500	
40	Legal	4,000		4,000		4,000	
41	Dispatch Contract - Town	10,190	4,591 @ 2.22/capita	10,190	4,591 @ 2.22/capita	10,190	4,591 @ 2.22/capita
42	Dispatch Contract - County	14,110	6,357 @ 2.22/capita	14,110	6,357 @ 2.22/capita	14,110	6,357 @ 2.22/capita
43	IT Equipment Maint. - Hardware, Software	18,300	Computer/IT - 3,100, Workstation Hardware Replacements - 1,700, Fire Pro - 3,100, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,200	17,300	Computer/IT - 3,500, Fire Pro - 3,100, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,500	17,300	Computer/IT - 3,500, Fire Pro - 3,100, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,500
44	Equipment Maintenance General	4,500		4,500		4,500	
45	2015 Hazmat Trailer	500	Normal 500	500	Normal 500	500	Normal 500
46	1950 Mercury Fire Truck (Unit 01)	100	Normal 100	100	Normal 100	100	Normal 100
47	2014 Kenworth Water Tender (Unit 05)	2,500	Normal 2,500	2,500	Normal 2,500	2,500	Normal 2,500
48	2007 Pierce Platform Tower #6	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000
49	2020 Rapid Attack Truck - R.A.T. (Unit 07)	1,500	Normal 1,500	1,500	Normal 1,500	1,500	Normal 1,500
50	2011 Freightliner Fire Truck (Unit 08)	5,000	Normal 5,000	5,000	Normal 5,000	5,000	Normal 5,000
51	2012 Polaris Ranger 6 x 6, trailer (Unit 09)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
52	2019 Dodge (Command 2)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
53	2023 Dodge (Command 1)	4,000	Normal 4,000	4,000	Normal 4,000	4,000	Normal 4,000
54	2006 Freightliner M2 Truck (Unit 33)	2,500	Normal 2,500	2,500	Normal 2,500	2,500	Normal 2,500
55	2008 Freightliner Tanker (Unit 34)	4,500	Normal 4,500	4,500	Normal 4,500	4,500	Normal 4,500
56	2021 Fort Garry Fire Engine (Unit 37)	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500	5,500	Normal 4,000, Pump testing 1,500
57	Contracted Service - Town Admin	15,000		15,000		15,000	
58	Hired Equipment - Town	500		500		500	
59	Hired Equipment - County	500		500		500	
60	Equipment Lease - SCBA	26,130	SCBA equipment lease	26,130	SCBA equipment lease	26,130	SCBA equipment lease
61	Radio License	1,500		1,500		1,500	
62	Insurance	36,200		38,000		39,900	
63	Materials & Supplies General	7,000		7,000		7,000	
64	Communication Repairs/Replacement	8,000	Normal Repairs - 3,000, Replacements - 5,000	8,000	Normal Repairs - 3,000, Replacements - 5,000	8,000	Normal Repairs - 3,000, Replacements - 5,000
65	Air Cylinders/SCBA Packs	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc. Mask replacements 5,000, Mask bags 1,500	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc. Mask replacements 5,000, Mask bags 1,500	9,000	Normal - 2,500 for Compressor service & bi-annual air monitoring, misc. Mask replacements 5,000, Mask bags 1,500
66	Equip. Replacement - Hoses, nozzles, foam	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up	12,500	Foam & extinguisher recharge - 6,250 Nozzles & Hoses - 6,250 and foam store build up
67	Equip. Replacement - Turn Out Gear, etc.	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person	36,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,000 per set/per person
68	Fire Prevention Materials & Supplies	3,000	Normal 3,000	3,000	Normal 3,000	3,000	Normal 3,000
69	Public Safety Materials & Supplies	700	Normal 700	700	Normal 700	700	Normal 700
70	Firefighter/Business Appreciation Events	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000	2,500	Appreciation Meal 500, Thanks to Firefighter Employers 2,000
71	Water - Trucks	4,100	Bulk water for Trucks	4,100	Bulk water for Trucks	4,100	Bulk water for Trucks
72	Rescue Materials & Supplies General	7,500	Normal 4,000, Bail out kits 3,500	7,500	Normal 4,000, Bail out kits 3,500	7,500	Normal 4,000, Bail out kits 3,500

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1	BARRHEAD REGIONAL FIRE SERVICES						
2	2025 to 2027 OPERATING PLAN						
3	Approved by Committee: November 1, 2023						
4		2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS	2027 PLAN	2027 COMMENTS
73	Uniforms	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500	10,500	2 T-shirts for each fire fighter 2,000, Class B uniforms 15 members and 3 day staff 6,000, Dress uniforms (after 5 yrs) for 3 members net 2,000 , Patches, misc 500
74	Personal Prot./Health & Wellness	1,000	Health & Wellness - 750, Other - 250	1,000	Health & Wellness - 750, Other - 250	1,000	Health & Wellness - 750, Other - 250
75	Gasoline/Diesel	30,500		32,100		33,700	
76	GRAND TOTAL FIRE EXPENSES	1,005,630		1,038,230		1,038,210	

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES					
2	2024 FIRE CAPITAL BUDGET					
3						
4	Approved by Committee: November 1, 2023					
5			2023		BUDGET DIFF	
6		<u>2023 BUDGET</u>	<u>PROJECTED</u>	<u>2024 BUDGET</u>	<u>2023/2024</u>	<u>COMMENTS</u>
7	FIRE CAPITAL REVENUES					
8	Sale of Fixed Assets	(14,000)	(3,000.00)	-	14,000	
9	Town of Barrhead Contribution	(65,500)	(71,000.00)	-	65,500	
10	County of Barrhead Contribution	(65,500)	(71,000.00)	-	65,500	
11	TOTAL CAPITAL REVENUES	(145,000)	(145,000.00)	-	145,000	
12						
13						
14			2023		BUDGET DIFF	
15		<u>2023 BUDGET</u>	<u>PROJECTED</u>	<u>2024 BUDGET</u>	<u>2023/2024</u>	
16	FIRE CAPITAL EXPENSES					
17	Replacement of Command 2	125,000	125,000.00	-	(125,000)	
18	AFRACS Radios (3)	20,000	20,000.00	-	(20,000)	
19	TOTAL CAPITAL EXPENSES	145,000	145,000.00	-	(145,000)	
20						
21						
22						
23						
24						

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES						
2	2024 EMERGENCY RESPONSE CENTRE OPERATING BUDGET						
3	Approved by Committee: November 1, 2023						
4						BUDGET	
5		2023	2023 YTD	2023	2024	DIFF	
6	ERC OPERATING REVENUES:	BUDGET	TO OCT 20/23	PROJECTED	BUDGET	2023/2024	2024 COMMENTS
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(26,410)	-	(24,022.00)	(28,080)	(1,670)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(26,410)	(19,807.50)	(24,021.00)	(28,080)	(1,670)	
10							
11	TOTAL ERC OPERATING REVENUES	(52,820)	(19,807.50)	(48,043.00)	(56,160)	(3,340)	
12							
13						BUDGET	
14		2023	2023 YTD	2023	2024	DIFF	
15	ERC OPERATING EXPENDITURES:	BUDGET	TO OCT 20/23	PROJECTED	BUDGET	2023/2024	2024 COMMENTS
16							
17	ERC - GROUNDS MAINTENANCE	3,000	2,280.00	3,000.00	3,000	-	
18	ERC - BUILDING MAINTENANCE GENERAL	10,000	1,455.73	5,000.00	10,000	-	2024 includes flush of in-floor heating system
19	ERC - CUSTODIAL CONTRACT	10,000	7,441.20	9,950.00	10,500	500	
20	ERC - ALARM LEASE	320	323.40	323.00	320	-	
21	ERC - BUILDING & LIABILITY INSURANCE	9,100	10,214.06	10,220.00	11,300	2,200	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500	1,197.25	1,500.00	1,500	-	
23	ERC - JANITOR/CLEANING SUPPLIES	1,000	24.98	500.00	1,000	-	
24	ERC - TOWN UTILITIES	1,300	921.57	1,150.00	1,300	-	
25	ERC - GAS UTILITIES	6,100	3,789.93	5,900.00	6,200	100	
26	ERC - POWER UTILITIES	10,500	7,628.63	10,500.00	11,040	540	
27							
28	TOTAL ERC OPERATING EXPENDITURES	52,820	35,276.75	48,043.00	56,160	3,340	
29							
30							
31							

	A	B	C	D	E	F	G
1	BARRHEAD REGIONAL FIRE SERVICES						
2	2025 to 2027 EMERGENCY RESPONSE CENTRE OPERATING PLAN						
3	Approved by Committee: November 1, 2023						
4							
5		2025		2026		2027	
6	<u>ERC OPERATING REVENUES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(28,990)		(29,980)		(31,000)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(28,990)		(29,980)		(31,000)	
10							
11	TOTAL ERC OPERATING REVENUES	(57,980)		(59,960)		(62,000)	
12							
13							
14		2025		2026		2027	
15	<u>ERC OPERATING EXPENDITURES:</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>	<u>PLAN</u>	<u>COMMENTS</u>
16							
17	ERC - BUILDING MAINTENANCE GENERAL	10,000		10,000		10,000	
18	ERC - GROUNDS MAINTENANCE	3,200		3,400		3,600	
19	ERC - CUSTODIAL CONTRACT	10,600		10,800		11,000	
20	ERC - ALARM LEASE	320		320		320	
21	ERC - BUILDING & LIABILITY INSURANCE	11,870		12,460		13,080	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500		1,500		1,500	
23	ERC - JANITOR/CLEANING SUPPLIES	1,000		1,000		1,000	
24	ERC - TOWN UTILITIES	1,400		1,500		1,600	
25	ERC - GAS UTILITIES	6,490		6,800		7,100	
26	ERC - POWER UTILITIES	11,600		12,180		12,800	
27							
28	TOTAL ERC OPERATING EXPENDITURES	57,980		59,960		62,000	
29							
30							
31							

	A	B	C	D	E	F
1	BARRHEAD REGIONAL FIRE SERVICES					
2	2024 ERC CAPITAL BUDGET					
3	Approved by Committee: November 1, 2023					
4						
5					BUDGET	
6		2023	2023	2024	DIFF	
7	<u>ERC CAPITAL REVENUES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2023/2024</u>	<u>COMMENTS</u>
8						
9	ERC - Revenue from Own Source	-	-	-	-	
10	ERC - Municipal Contribution (County)	(5,950)	-	(5,950)	-	
11	ERC - Municipal Contribution (Town)	(5,950)	-	(5,950)	-	
12	TOTAL ERC CAPITAL REVENUES	(11,900)	-	(11,900)	-	
13						
14						
15					BUDGET	
16		2023	2023	2024	DIFF	
17	<u>ERC CAPITAL EXPENDITURES:</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>2023/2024</u>	<u>COMMENTS</u>
18						
19	On-Site Training Facility	11,900	-	11,900	-	
20	TOTAL ERC CAPITAL EXPENDITURES	11,900	-	11,900	-	
21						
22						
23						
24						
25						

	A	B	F	G	H	I	J	K	L	M	N	O							
1	Fire & ERC 10 Year Capital Plan																		
3			2024	2025	2026	2027	2028	2029	2030	2031	2032	2033 & Future							
4																			
5	23 Fire & ERC																		
6	2301 Fire																		
7	2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2030)											125,000							
8	2301-Fire - 0002 - 2014 Dodge - Command 2 Truck (2023)																		
9	2301-Fire - 0003 - 2006 Freightliner - Engine 33 (2025)											800,000							
10	2301-Fire - 0004 - 2021 Fort Garry Fire Engine - Eng. 37 (2040)											800,000							
11	2301-Fire - 0006 - 2008 Freightliner Fire Truck - Tender 34 (2032)											350,000							
12	2301-Fire - 0008 - 2020 RAT 1 (2030)											250,000							
13	2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2026)											40,000							
14	2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2027)											1,200,000							
15	2301-Fire - 0011 - AFRACS Radios (3)																		
16	2303-ERC - 0002 - ERC - Training Facility											11,900							
17	2303-ERC - 0005 - ERC Roofing											80,000							
18	Total											11,900	800,000	40,000	1,200,000		455,000	350,000	800,000

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Barrhead Regional Landfill Committee 2024 Budgets

1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Landfill Committee's proposed 2024 Operating Budget, 2025-2027 Operating Plan, the 2024 proposed Capital Budget and the 10 Year Capital Plan.

2.0 **BACKGROUND AND DISCUSSION:**

During the October 24, 2023, Barrhead Regional Landfill Committee meeting, the Committee reviewed the proposed 2024 Operating Budget, the 2025-2027 Operating Plan, the 2024 Capital Budget and the 10 Year Capital Plan.

The Committee passed the following motions:

Moved by Cr. Klumph that the Committee recommends to both Councils the approval of the proposed 2024 Landfill Operating Budget with expenditures in the amount of \$328,930.00, with each municipality contributing \$103,440.00, as presented.

Moved by Cr. Stoik that the Committee recommends to both Councils the approval of the 2025 Landfill Operating Plan with expenditures in the amount of \$335,180.00, the 2026 Landfill Operating Plan with expenditures in the amount of \$341,670.00 and the 2027 Landfill Operating Plan with expenditures in the amount of \$348,520.00, as presented.

Moved by Cr. Lane that the Committee recommends to both Councils the approval of the 2024 Landfill Capital Budget with expenditures in the amount of \$75,000.00, with each municipality contributing \$37,500.00, as presented.

Moved by Cr. Stoik that the Committee recommends to both Councils the approval of the 10 Year Proposed Landfill Capital Plan, as presented.

3.0 ALTERNATIVES:

3.1 Council approves:

- the Barrhead Regional Landfill Services' proposed 2024 Operating Budget
- the Barrhead Regional Landfill Services' 2025 to 2027 Operating Plan
- the Barrhead Regional Landfill Services' 2024 Capital Budget
- the Barrhead Regional Landfill Services' 10 Year Capital Plan

3.2 Council instructs the Barrhead Regional Landfill Committee to provide further information and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have an impact of \$103,440.00 to the Town's overall 2024 Operating Budget (an increase of \$18,400.00 or 21.6% from the previous year) and \$37,500.00 to the 2024 Capital Budget as compared to the financial commitment of \$332,500.00 to the Capital Budget in 2023.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Limited to the operations of the Barrhead Regional Landfill Committee.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited.

8.0 ATTACHMENTS:

1. 2024 Barrhead Regional Landfill Operating Budget
2. 2025 to 2027 Barrhead Regional Landfill Operating Plan
3. 2024 Barrhead Regional Landfill Capital Budget
4. Barrhead Regional Landfill 10 Year Capital Plan

9.0 RECOMMENDATIONS:

- a) That Council approves the Barrhead Regional Landfill Services' 2024 Landfill Operating Budget with expenditures in the amount of \$328,930.00, with each municipality contributing \$103,440.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- b) That Council approves the Barrhead Regional Landfill Services' 2025 to 2027 Landfill Operating Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- c) That Council approves the Barrhead Regional Landfill Services' 2024 Landfill Capital Budget with expenditures in the amount of \$75,000.00, with each municipality contributing \$37,500.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.
- d) That Council approves the Barrhead Regional Landfill Services' 10 Year Proposed Landfill Capital Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.

(Original signed by the CAO)

Edward LeBlanc
CAO

	A	B	C	D	E	F	G
1							
2	BARRHEAD REGIONAL LANDFILL						
3	2024 OPERATING BUDGET						
4	Approved by Committee: October 24, 2023						
5					2024		
6		2023	2023 YTD	2023	APPROVED	2023/2024	
7		<u>BUDGET</u>	<u>TO OCT 16/23</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>BUDGET DIFF</u>	
8	<u>OPERATING REVENUES</u>						<u>2024 COMMENTS</u>
9	LANDFILL - TIPPING FEES	(104,000)	(83,680.05)	(104,000.00)	(115,000)	(11,000)	Increase by \$5.00/load in 2024. Last increase 2022.
10	LANDFILL - RECYCLE/OTHER REVENUES	(6,800)	(9,029.79)	(12,000.00)	(7,050)	(250)	Electronics 4,000, Roundup Grant 1,500, Paint Recycling - 1,500 (2023 includes an additional rebate of \$3,350 for holding Toxic Roundup in 2021)
11	LANDFILL - MUNICIPAL GRANT (TOWN)	(85,040)	(54,474.68)	(87,518.00)	(103,440)	(18,400)	
12	LANDFILL - MUNICIPAL GRANT (COUNTY)	(85,040)	(63,780.00)	(87,517.00)	(103,440)	(18,400)	
13	TOTAL LANDFILL OPERATING REVENUES	(280,880)	(210,964.52)	(291,035.00)	(328,930)	(48,050)	
14							
15							
16					2024		
17		2023	2023 YTD	2023	APPROVED	2023/2024	
18	<u>OPERATING EXPENDITURES</u>	<u>BUDGET</u>	<u>TO OCT 16/23</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>BUDGET DIFF</u>	<u>2024 COMMENTS</u>
19							
20	LANDFILL - SALARIES	104,180	87,325.13	110,000.00	126,880	22,700	Includes second full time employee plus 4% increase (2023 was 9 months casual)
21	LANDFILL - LOCAL AUTHORITIES PENSION	5,800	4,510.54	5,600.00	10,800	5,000	
22	LANDFILL - CANADA PENSION PLAN	5,440	4,731.63	6,000.00	7,010	1,570	
23	LANDFILL - EMPLOYMENT INSURANCE	2,100	1,579.04	2,000.00	2,200	100	
24	LANDFILL - AUMA BENEFITS	3,210	6,169.04	8,000.00	9,880	6,670	
25	LANDFILL - WORKERS COMPENSATION	1,200	947.49	950.00	1,350	150	
26	LANDFILL - TRAINING & DEVELOPMENT	1,100	-	500.00	1,100	-	
27	LANDFILL - TRAVEL & SUBSISTANCE	3,000	-	500.00	3,000	-	Normal 1,000, Committee 2,000
28	LANDFILL - MEMBERSHIPS	600	583.10	585.00	600	-	AB Care Membership - 250, SWANA - 350
29	LANDFILL - TELEPHONE	2,000	1,677.05	2,000.00	2,200	200	
30	LANDFILL - ADVERTISING	1,000	97.02	500.00	1,000	-	
31	LANDFILL - CONSULTING SERVICES	20,000	11,318.92	15,000.00	15,000	(5,000)	Normal 15,000 Groundwater Monitoring & Reporting
32	LANDFILL - BUILDING MAINT.	3,500	1,503.33	3,500.00	3,500	-	Normal 3,500
33	LANDFILL - COMPACTOR 816F2 MAINTENANCE	2,500	760.43	1,500.00	3,500	1,000	
34	LANDFILL - 2023 JOHN DEERE LOADER	10,000	16,016.71	20,000.00	10,000	-	Normal - 10,000

	A	B	C	D	E	F	G
2	BARRHEAD REGIONAL LANDFILL						
3	2024 OPERATING BUDGET						
4	Approved by Committee: October 24, 2023						
5					2024		
6		2023	2023 YTD	2023	APPROVED	2023/2024	
7		<u>BUDGET</u>	<u>TO OCT 16/23</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>BUDGET DIFF</u>	
35	LANDFILL - 2004 CHEV 1/2 TON TRUCK	2,000	45.01	1,000.00	2,000	-	Normal - 2,000
36	LANDFILL - HIRED EQUIPMENT	52,500	23,276.82	52,500.00	60,000	7,500	Landfill Cover 60,000
37	LANDFILL - INSURANCE	5,500	5,484.55	5,500.00	6,050	550	
38	LANDFILL - MATERIALS & SUPPLIES	9,000	9,496.22	10,000.00	9,000	-	Normal 3,500, Gravel 5,500
39	LANDFILL - TOXIC ROUNDUP	17,000	15,048.80	15,100.00	17,000	-	Roundup 14,500, Advertising 2,500
40	LANDFILL - OIL, PAINT, METAL RECYCLING FEES	-	-	-	3,500	3,500	New Code
41	LANDFILL - GASOLINE & DIESEL	24,000	20,740.66	25,000.00	27,500	3,500	
42	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	1,050	634.88	800.00	1,050	-	Health & Wellness 500, Misc 550
43	LANDFILL - GAS UTILITIES	2,100	1,097.46	1,900.00	2,100	-	
44	LANDFILL - POWER UTILITIES	2,100	1,508.61	2,100.00	2,210	110	
45	LANDFILL - BANK CHARGES	-	174.21	500.00	500	500	Debit/Credit Card Fees
46	TOTAL LANDFILL OPERATING EXPENDITURES	280,880	214,726.65	291,035.00	328,930	48,050	
47							
48							
49							
50							
51							

	A	B	C	D	E	F	G
1							
2	BARRHEAD REGIONAL LANDFILL						
3	2025 TO 2027 OPERATING PLAN						
4	Approved by Committee: October 24, 2023						
5							
6		2025		2026		2027	
7		<u>PLAN</u>	<u>2025 COMMENTS</u>	<u>PLAN</u>	<u>2026 COMMENTS</u>	<u>PLAN</u>	<u>2027 COMMENTS</u>
8	<u>OPERATING REVENUES</u>						
9	LANDFILL - TIPPING FEES	(115,000)		(120,000)		(120,000)	
10	LANDFILL - RECYCLE/OTHER REVENUES	(7,100)	Electronic 4,000, Roundup Grant 1,550, Paint Recycling - 1,550	(7,150)	Electronic 4,000, Roundup Grant 1,575, Paint Recycling - 1,575	(7,200)	Electronic 4,000, Roundup Grant 1,600, Paint Recycling - 1,600
11	LANDFILL - MUNICIPAL GRANT (TOWN)	(106,540)		(107,260)		(110,660)	
12	LANDFILL - MUNICIPAL GRANT (COUNTY)	(106,540)		(107,260)		(110,660)	
13	TOTAL LANDFILL OPERATING REVENUES	(335,180)		(341,670)		(348,520)	
14							
15							
16		2025		2026		2027	
17	<u>OPERATING EXPENDITURES</u>						
18	LANDFILL - SALARIES	129,430	Includes 2% increase	132,000	Includes 2% increase	134,650	Includes 2% increase
19	LANDFILL - LOCAL AUTHORITIES PENSION	11,340		11,900		12,500	
20	LANDFILL - CANADA PENSION PLAN	7,360		7,730		8,120	
21	LANDFILL - EMPLOYMENT INSURANCE	2,300		2,500		2,700	
22	LANDFILL - AUMA BENEFITS	10,400		10,920		11,470	
23	LANDFILL - WORKERS COMPENSATION	1,500		1,650		1,900	
24	LANDFILL - TRAINING & DEVELOPMENT	1,100		1,100		1,100	
25	LANDFILL - TRAVEL & SUBSISTANCE	3,000	Normal 1,000, Committee 2,000	3,000	Normal 1,000, Committee 2,000	3,000	Normal 1,000, Committee 2,000
26	LANDFILL - MEMBERSHIPS	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350	600	AB Care Membership - 250, SWANA - 350
27	LANDFILL - TELEPHONE	2,300		2,400		2,500	
28	LANDFILL - ADVERTISING	1,000		1,000		1,000	
29	LANDFILL - CONSULTING SERVICES	15,000	Normal 15,000 Groundwater Monitoring & Reporting	15,000	Normal 15,000 Groundwater Monitoring & Reporting	15,000	Normal 15,000 Groundwater Monitoring & Reporting

	A	B	C	D	E	F	G
2	BARRHEAD REGIONAL LANDFILL						
3	2025 TO 2027 OPERATING PLAN						
4	Approved by Committee: October 24, 2023						
5							
6		2025		2026		2027	
7		<u>PLAN</u>	<u>2025 COMMENTS</u>	<u>PLAN</u>	<u>2026 COMMENTS</u>	<u>PLAN</u>	<u>2027 COMMENTS</u>
30	LANDFILL - BUILDING MAINT.	3,500	Normal 3,500	3,500	Normal 3,500	3,500	Normal 3,500
31	LANDFILL - COMPACTOR 816F2 MAINTENANCE	3,500		3,500		3,500	
32	LANDFILL - 2023 JOHN DEERE LOADER	10,000	New Loader, Normal 10,000	10,000	New Loader, Normal 10,000	10,000	New Loader, Normal 10,000
33	LANDFILL - 2004 CHEV 1/2 TON TRUCK	2,000	Normal - 2,000	2,000	Normal - 2,000	2,000	Normal - 2,000
34	LANDFILL - HIRED EQUIPMENT	60,000	Landfill Cover 60,000	60,000	Landfill Cover 60,000	60,000	Landfill Cover 60,000
35	LANDFILL - INSURANCE	6,350		6,670		7,000	
36	LANDFILL - MATERIALS & SUPPLIES	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500	9,000	Normal 3,500, Gravel 5,500
37	LANDFILL - TOXIC ROUNDUP	17,000	Roundup 14,500, Advertising 2,500	17,000	Roundup 14,500, Advertising 2,500	17,000	Roundup 14,500, Advertising 2,500
38	LANDFILL - OIL, PAINT, METAL RECYCLING FEES	3,500		3,500		3,500	
39	LANDFILL - GASOLINE & DIESEL	28,900		30,350		31,900	
40	LANDFILL - PERSONAL PROT./ HEALTH&WELLNESS	1,050	Health & Wellness 500, Misc 550	1,050	Health & Wellness 500, Misc 550	1,050	Health & Wellness 500, Misc 550
41	LANDFILL - GAS UTILITIES	2,200		2,300		2,400	
42	LANDFILL - POWER UTILITIES	2,350		2,500		2,630	
43	LANDFILL - BANK CHARGES	500		500		500	
44	TOTAL LANDFILL OPERATING EXPENDITURES	335,180		341,670		348,520	
45							
46							
47							
48							
49							
50							

	A	B	C	D	E	F	G
1							
2	BARRHEAD REGIONAL LANDFILL						
3	2024 LANDFILL CAPITAL BUDGET						
4	Approved by Committee: October 24, 2023						
5						BUDGET	
6		2023	2023 YTD TO	2023	PROPOSED	DIFF	
7	LANDFILL CAPITAL REVENUES	BUDGET	Oct 16/23	PROJECTED	2024 BUDGET	2023/2024	COMMENTS
8	LANDFILL - SALE OF FIXED ASSET	(25,000)		(25,000)	-	25,000	
9	LANDFILL - MUNICIPAL CONTRIBUTION (TOWN)	(332,500)	-	(325,000)	(37,500)	295,000	
10	LANDFILL - MUNICIPAL CONTRIBUTION (COUNTY)	(332,500)	-	(325,000)	(37,500)	295,000	
11	TOTAL LANDFILL CAPITAL REVENUES	(690,000)	-	(675,000)	(75,000)	615,000	
12							
13						BUDGET	
14		2023	2023 YTD TO	2023	PROPOSED	DIFF	
15	LANDFILL CAPITAL EXPENDITURES	BUDGET	Oct 16/23	PROJECTED	2024 BUDGET	2023/2024	COMMENTS
16	TRACK LOADER	660,000	-	660,000	-	(660,000)	
17	HOOKLIFT	-	-	-	-	-	
18	NETTING	-	-	-	25,000	25,000	
19	NON-COMPLIANCE REHAB (WELL DRILLING, ETC)	30,000	-	15,000	50,000	20,000	
20	TOTAL LANDFILL CAPITAL EXPENDITURES	690,000	-	675,000	75,000	(615,000)	
21							
22							
23							
24							
25							

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Barrhead & District Twinning Committee – 2024 Operating Budget

1.0 **PURPOSE:**

For Council to approve the Barrhead & District Twinning Committee's 2024 Operating Budget.

2.0 **BACKGROUND AND DISCUSSION:**

During the September 25, 2023, Barrhead and District Twinning Committee meeting, the Committee reviewed the proposed 2024 Operating Budget.

The Committee passed the following motion:

Moved by Tara Golby that the Committee recommend approval of the proposed 2024 Twinning Committee Budget as amended and forward it to the Joint Council Meeting for approval by Joint Councils.

Moved by Walter Preugschas that the Committee accept as information the 2025, 2026 and 2027 Twinning Committee Proposed Budget with amendments and forward to both Council's as information.

3.0 **ALTERNATIVES:**

- 3.1 Council approves the Barrhead and District Twinning Committee proposed 2024 Operating Budget, as presented.
- 3.2 Council instructs the Barrhead and District Twinning Committee to provide further information on the proposed 2024 Operating Budget and to bring back the information at a future Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The Committee's financial request will have an impact of \$4,900.00 to the Town's overall 2024 Operating Budget (an increase of \$1,000.00 or 25.6% from the previous year).

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Limited to the operations of the Barrhead and District Twinning Committee.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited.

8.0 ATTACHMENTS:

1. 2024 Barrhead and District Twinning Committee Operating Budget
2. 2025 – 2027 Barrhead & District Twinning Committee Operating Plan

9.0 RECOMMENDATIONS:

- a) That Council approves the Barrhead and District Twinning Committee Operating Budget with expenditures in the amount of \$9,800.00, with each municipality contributing \$4,900.00, as presented and recommended by the Barrhead and District Twinning Committee.
- b) That Council approves the Barrhead & District Twinning Committee 2025 to 2027 Operating Plan, as presented and recommended by the Barrhead & District Twinning Committee.

(Original signed by the CAO)
Edward LeBlanc
CAO

	A	B	C	D	E
1	Barrhead & District Twinning Committee				
2	2024 Operating Budget				
3	Approved by Committee: September 25, 2023				
4		2023 BUDGET	2023 PROJECTED	2024 PROPOSED BUDGET	2024 COMMENTS
5					
6	<u>OPERATING REVENUES</u>				
7	General Revenue	-	-	-	
8	Municipal Contribution (Town)	(3,900)	(1,225)	(4,900)	
9	Municipal Contribution (County)	(3,900)	(1,225)	(4,900)	
10	TOTAL TWINNING OPERATING REVENUES	(7,800)	(2,450)	(9,800)	
11					
12	<u>OPERATING EXPENSES</u>				
13	Conference Fees/Memberships	1,200	1,100	1,200	
14	Postage	100	70	100	
15	Advertising	500	-	500	
16	Promotion/Gifts	1,500	930	500	
17	Delegations & Miscellaneous Activities	1,500	-	5,000	Delegation in 2024 and future
18	Meeting Expense	1,000	350	1,000	
19	Miscellaneous/Japanese Garden	1,000	-	500	
20	Mileage/Rentals	1,000	-	1,000	
21	TOTAL TWINNING OPERATING EXPENDITURES	7,800	2,450	9,800	
22					
23					
24					

	A	B	C	D	E	F	G
1	Barrhead & District Twinning Committee						
2	2025 to 2027 Operating Plan						
3	Approved by Committee: September 25, 2023						
4		2025 PLAN	2025 COMMENTS	2026 PLAN	2026 COMMENTS	2027 PLAN	2027 COMMENTS
5	OPERATING REVENUES						
6	General Revenue	-		-		-	
7	Municipal Contribution (Town)	(4,650)		(5,650)		(6,550)	
8	Municipal Contribution (County)	(4,650)		(5,650)		(6,550)	
9	TOTAL TWINNING OPERATING REVENUES	(9,300)		(11,300)		(13,100)	
10							
11	OPERATING EXPENSES						
12	Conference Fees/Memberships	1,200		1,200		5,000	Host Conference
13	Postage	100		100		100	
14	Advertising	500		500		500	
15	Promotion/Gifts	1,000		1,000		1,000	
16	Delegation & Miscellaneous Activities	3,000		5,000	Delegation to Japan	3,000	
17	Meeting Expense	1,000		1,000		1,000	
18	Miscellaneous/Japanese Garden	1,000		1,000		1,000	
19	Mileage/Rentals	1,500		1,500		1,500	
20	TOTAL TWINNING OPERATING EXPENDITURES	9,300		11,300		13,100	
21							
22							
23							

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Financial Statement Report to September 30, 2023

1.0 PURPOSE:

For Council to approve the Financial Statement Report to September 30, 2023, as presented.

2.0 BACKGROUND AND DISCUSSION:

It has been the practice of Administration to provide Council with interim financial information to offer some insight on the Town's financial activities for both the operational and capital budgets.

3.0 ALTERNATIVES:

3.1 Council approves the Financial Statement Report to September 30, 2023, as presented.

3.2 Council tables the Financial Statement Report to September 30, 2023 and instructs Administration to provide additional information 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 Financial Statement Report to September 30, 2023

9.0 RECOMMENDATION:

Council approves the Financial Statement Report to September 30, 2023 as presented.

(original signed by the CAO)
Edward LeBlanc
CAO



TOWN OF BARRHEAD FINANCIAL STATEMENT REPORT TO SEPTEMBER 30, 2023

Council approved the 2023 Operating and Capital Budgets on January 10, 2023. During the budget process Council reviewed all budget line items, set priorities and established the municipal property tax rates for 2023. The Operating Budget was set at \$ 15.2 million and Capital Budget at \$3.8 million. In order to continue providing the same level of services and programs for the residents of the Town, Council increased the Municipal portion of the property tax rates for both residential and non-residential properties by 1.8%. This was the first municipal tax increase since 2019.

At September 30th actuals would typically be at approximately 75% levels, however total property tax revenues are accounted for when levied so they are now at nearly 100% and entries for transfers to capital for projects and reserves are done at the end of the fiscal year.

The September 30, 2023, Financial Statements indicate that all departments are doing very well with the various budget items.

A summary of the Operating and Capital Budgets at September 30, 2023 follows.

A. **OPERATING FINANCIAL STATEMENT BY DEPARTMENT** (See Attached A-1, A-2)

The Operating Financial Statement by Department provides summarized details by each particular department (Administration, Roads, Arena, etc.), with total operating revenues followed by total operating expenses.

On average several of the revenues by department are greater than 75%, with an overall total of 89.41% of the 2023 budgeted revenues. All Transfers from Operating Reserves are completed at Year End.

Several of the expenses in all the departments are also below the 75% range, for an overall total of 69.28% of the 2023 budgeted expenses.

Entries for the various departmental contributions to capital for projects and reserves are completed at the end of the year.

B. **OPERATING FINANCIAL STATEMENT BY CATEGORY** (See Attached B-1)

The Operating Financial Statement by Category provides the same information as in (A-1, A-2) but is summarized by the various categories (Taxes, Sales of Goods & Services, Grants, Salaries, Contracted Services, Equipment Maintenance, Insurance, Utilities, etc), with total operating revenues followed by total operating expenses.

Upon a review of this operating report at September 30, 2023, many of the revenue categories are greater than 75%. Interest rates are still quite high, so as of September 30, we have earned nearly \$300,000 for our return on investments. At year end, a portion of this will be transferred to our capital reserves. Transfers from Operating Reserves are completed at the end of the year.

For the expense section a large number of expenses are close to the 75% mark. Some items are paid for early in the year so they will be at a higher %, such as insurance.

As noted, the Contribution to Capital of \$ 920,490 listed on Row 48 of the report is done at the end of the year so it is 0% at this time.

Overall all Departments are doing very well with their budgets.

C. **NET MUNICIPAL REQUIREMENTS – OPERATING** (See Attached C-1)

The Net Municipal Requirements – Operating provides similar information as in Sections A and B; however, it provides more specific details for each department. The first column indicates the Net Operating Surplus/Deficit at September 30, 2023, for each Department. The second column is the Net Budget required for the full year (Revenues less Expenses), while the third and fourth columns display the variance.

As most of the Net Municipal Financial Requirements are close to 75% of the total 2023 budget, this report indicates that most departments are on track to stay within their allocated budgets in 2023.

As previously noted, entries for contributions to capital and reserves are completed at year end.

D. **ASSETS & LIABILITIES** (See Attached D-1)

The Assets report lists the Cash & Investments of \$ 9.4 million as at September 30, 2023. These funds will continue to be utilized during the year for operations and for capital projects that have been undertaken in 2023.

The Taxes Receivable of \$779,000 lists the actual amount of 2023 taxes that are outstanding at the end of September 2023. This number will continually decrease after three more months of Pre-Authorized payments and other general property tax payments.

The Receivables of \$ 922,000 is the amount owing for any outstanding Utility bills, invoicing for Landfill fees, bulk water, licenses and GST to be recovered from the government.

The Liabilities & Equity section shows the various operating and capital reserves as well as the deferred revenues which is for government grants that have been received but not expended yet.

The Pool debenture of \$4 million is the total at December 31, 2022, with the 2023 payment amounts to be applied at the end of the year.

E. **CAPITAL FINANCIAL STATEMENT BY DEPARTMENT** (See Attached E-1)

The Capital Financial Statement by Department shows all the capital revenues and expenditures by Department (Fire, Water, Sewer, Arena, Pool, etc). The revenues are listed first, followed by the expenditures.

Most Capital Revenues will come from reserves, grants or contributions from the operating budget. The entries for most of these will be completed at the 2023 year-end, so it is not unusual for many of these revenues to be at 0% on this report.

The Capital Expenditures show the expenses to September 30, 2023. A number of the capital projects are in progress and will be completed in 2023 or a few could be forwarded to 2024 after tenders have been reviewed or capital grant funding for the project has been approved.


F. **CAPITAL FINANCIAL STATEMENT BY CATEGORY** (See Attached F-1)


The Capital Financial Statement by Category lists the same information as in (E-1) but by category (Grants, From Capital Reserves, From the Operating Function, Engineering Structures Addition, Equipment Additions). Capital Revenues are listed, followed by Capital Expenditures.

As noted previously most Capital Revenues will be recorded later in the year and the Capital Expenditures are based on the payments that have been made to date as many projects are still in progress for this year.

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Operating Financial Statement by DEPARTMENT				
3	For the Nine Months Ending September 30, 2023				
4		Sep	2023		
5		2023	Budget	Variance	Variance %
6	REVENUES				
7	Taxes	-6,814,921.76	-6,883,980	-69,058.24	99.00%
8	Franchise, Interest, Tax Penalties	-1,046,644.42	-1,175,000	-128,355.58	89.08%
9	Council	-3,340.94	-4,500	-1,159.06	74.24%
10	Administration	-197,664.09	-75,460	122,204.09	261.95%
11	RCMP	-32,086.05	-65,800	-33,713.95	48.76%
12	Fire	-1,207,909.92	-963,950	243,959.92	125.31%
13	ERC	-19,807.50	-26,410	-6,602.50	75.00%
14	Town Fire/Town ERC	-200.00	-1,000	-800.00	20.00%
15	Disaster Services	-40.00	-50	-10.00	80.00%
16	Enforcement Services	-23,992.37	-27,600	-3,607.63	86.93%
17	Public Health		-21,830	-21,830.00	0.00%
18	Common Services	-3,609.30	-25,500	-21,890.70	14.15%
19	Roads	-76,460.00	-76,460		100.00%
20	Water	-2,010,869.69	-2,856,320	-845,450.31	70.40%
21	Sewer	-443,156.50	-665,750	-222,593.50	66.57%
22	Trade Waste	-175,852.07	-262,920	-87,067.93	66.88%
23	Landfill	-207,840.13	-280,880	-73,039.87	74.00%
24	Recycle	-135,885.92	-229,040	-93,154.08	59.33%
25	New Landfill		-4,500	-4,500.00	0.00%
26	FCSS	-298,515.02	-390,920	-92,404.98	76.36%
27	Cemetery	-26,055.00	-15,900	10,155.00	163.87%
28	Development	-3,270.00	-20,500	-17,230.00	15.95%
29	Communications		-5,000	-5,000.00	0.00%
30	Recreation Administration	-30,595.42	-63,500	-32,904.58	48.18%
31	Arena	-327,426.56	-405,850	-78,423.44	80.68%
32	Pool	-401,264.40	-476,750	-75,485.60	84.17%
33	Parks	-85,181.68	-96,410	-11,228.32	88.35%
34	Rotary Park	-16,812.24	-20,000	-3,187.76	84.06%
35	Bowling Alley	-3,641.10	-3,600	41.10	101.14%
36	Curling	-17,192.39	-13,930	3,262.39	123.42%
37	Walking Trail		-10,000	-10,000.00	0.00%
38	Tourism	-2,015.67	-7,500	-5,484.33	26.88%
39	Twinning		-3,900	-3,900.00	0.00%
40	Contingency/General		-43,650	-43,650.00	0.00%
41	Total Revenue	-13,612,250.14	-15,224,360	-1,612,109.86	89.41%
42					
43	EXPENSES				
44	Mayor	36,154.99	55,140	18,985.01	65.57%
45	Council	167,945.91	224,380	56,434.09	74.85%
46	Administration	704,419.35	929,370	224,950.65	75.80%
47	Computer	55,799.61	94,600	38,800.39	58.98%
48	RCMP	208,391.47	226,150	17,758.53	92.15%
49	Fire	791,341.97	963,950	172,608.03	82.09%
50	ERC	31,352.87	52,820	21,467.13	59.36%
51	Town Fire/Town ERC	285,704.92	386,220	100,515.08	73.97%
52	Disaster Services	4,137.49	1,500	-2,637.49	275.83%
53	Enforcement Services	123,395.74	152,390	28,994.26	80.97%
54	Safety	42,217.14	74,110	31,892.86	56.97%
55	Public Health	7,055.59	21,830	14,774.41	32.32%
56	Common Services	331,667.78	517,210	185,542.22	64.13%
57	Roads	868,010.09	1,319,720	451,709.91	65.77%

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Operating Financial Statement by DEPARTMENT				
3	For the Nine Months Ending September 30, 2023				
4		Sep	2023		
5		2023	Budget	Variance	Variance %
58	Airport	12,757.50	17,010	4,252.50	75.00%
59	Storm Sewer	10,255.66	27,160	16,904.34	37.76%
60	Water	1,233,024.95	2,077,130	844,105.05	59.36%
61	BRWC	644,778.81	779,190	134,411.19	82.75%
62	Sewer	286,763.70	665,750	378,986.30	43.07%
63	Trade Waste	141,146.00	262,920	121,774.00	53.68%
64	Landfill	198,864.67	280,880	82,015.33	70.80%
65	Recycle	164,378.48	229,040	64,661.52	71.77%
66	New Landfill		34,930	34,930.00	0.00%
67	FCSS	477,068.49	466,420	-10,648.49	102.28%
68	Cemetery	16,850.74	33,240	16,389.26	50.69%
69	Development	86,543.99	136,230	49,686.01	63.53%
70	Communications	105,259.43	168,470	63,210.57	62.48%
71	Recreation Administration	270,730.50	362,690	91,959.50	74.65%
72	Arena	439,779.33	667,710	227,930.67	65.86%
73	Pool	1,156,242.26	1,600,970	444,727.74	72.22%
74	Parks	224,519.37	298,810	74,290.63	75.14%
75	Sportsground	56,188.04	59,850	3,661.96	93.88%
76	Rotary Park	-1,542.75	7,000	8,542.75	(22.04%)
77	Bowling Alley	4,765.87	8,600	3,834.13	55.42%
78	Curling	17,288.50	34,460	17,171.50	50.17%
79	Walking Trail	15,339.00	53,890	38,551.00	28.46%
80	Museum	245.33	530	284.67	46.29%
81	Tourism/Culture	72,505.40	159,180	86,674.60	45.55%
82	Twinning	2,232.96	7,800	5,567.04	28.63%
83	Library	92,786.43	122,620	29,833.57	75.67%
84	Requisition	1,153,754.15	1,584,470	430,715.85	72.82%
85	Contingency/General	630.69	47,500	46,869.31	1.33%
86	Total Expenses	10,540,752.42	15,213,840	4,673,087.58	69.28%
87					
88	(Surplus)/Deficit	-3,071,497.72	-10,520	3,060,977.72	

	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by CATEGORY			
3		For the Nine Months Ending September 30, 2023			
4		Sep	2023		
5		2023	Budget	Variance	Variance %
6	REVENUES				
7	Taxes	-6,814,921.76	-6,883,980	-69,058.24	99.00%
8	Sales of Goods & Services	-3,560,033.19	-4,463,790	-903,756.81	79.75%
9	Penalties and Costs on Taxes	-48,879.58	-35,000	13,879.58	139.66%
10	Licenses & Fees	-62,597.37	-71,100	-8,502.63	88.04%
11	Concessions and Franchises	-706,421.29	-1,000,000	-293,578.71	70.64%
12	Return on Investments	-291,343.55	-140,000	151,343.55	208.10%
13	Rentals	-272,499.38	-408,490	-135,990.62	66.71%
14	Donations	-2,808.00	-3,350	-542.00	83.82%
15	Tipping Fees, Reimbursements	-123,143.18	-158,050	-34,906.82	77.91%
16	Federal Grants	-2,880.00	-2,500	380.00	115.20%
17	Provincial Grants	-547,730.02	-492,470	55,260.02	111.22%
18	Local Government Contributions	-1,178,992.82	-1,455,830	-276,837.18	80.98%
19	Transfers From Operating Reserve		-109,800	-109,800.00	0.00%
20	Total Revenue	-13,612,250.14	-15,224,360	-1,612,109.86	89.41%
22					
23	EXPENSES				
24	Salaries & Wages	3,012,356.57	4,129,130	1,116,773.43	72.95%
25	Employer Costs/Benefits	686,157.13	907,890	221,732.87	75.58%
26	Training & Development	39,841.18	84,300	44,458.82	47.26%
27	Mayor/Council Fees & Per Diems	165,438.00	222,680	57,242.00	74.29%
28	Mayor/Council Travel & Subsistence	28,055.55	42,500	14,444.45	66.01%
29	Fire Fighter & Guardian Fees	227,182.68	207,390	-19,792.68	109.54%
30	Fire Guardian Mileage	5,660.43	6,500	839.57	87.08%
31	Travel & Subsistence	21,348.47	42,800	21,451.53	49.88%
32	Memberships	13,173.86	16,800	3,626.14	78.42%
33	Freight & Postage	28,704.61	38,060	9,355.39	75.42%
34	Telephone & Internet	47,734.29	67,260	19,525.71	70.97%
35	Appreciation/Promotional Events	21,381.31	47,050	25,668.69	45.44%
36	Contracted/Professional Services	1,415,783.11	1,955,980	540,196.89	72.38%
37	Repairs & Maintenance General	249,589.11	437,800	188,210.89	57.01%
38	Building Maintenance	134,781.30	150,500	15,718.70	89.56%
39	Equipment & Vehicle Maintenance	208,443.76	381,670	173,226.24	54.61%
40	Leases, Licenses	116,069.52	172,620	56,550.48	67.24%
41	Insurance	298,515.22	287,300	-11,215.22	103.90%
42	Materials & Supplies, Chemicals	724,893.48	1,066,600	341,706.52	67.96%
43	Gas, Power, Water	764,488.54	1,092,530	328,041.46	69.97%
44	Landfill Close/Post Close		30,430	30,430.00	0.00%
45	Requisitions/Adjustments	1,153,754.15	1,584,470	430,715.85	72.82%
46	Contribution to Other Local Government	12,757.50	17,010	4,252.50	75.00%
47	Contribution to Boards & Agencies	867,559.84	995,560	128,000.16	87.14%
48	Contribution to Capital		920,490	920,490.00	0.00%
49	Add to Operating Reserve		7,150	7,150.00	0.00%
50	Debenture, Bank Charges, Write-Offs	296,452.12	298,870	2,417.88	99.19%
51	Underlevy/(Overrequisition)	630.69	2,500	1,869.31	25.23%
52	Total Expenses	10,540,752.42	15,213,840	4,673,087.58	69.28%
53					
54	(Surplus)/Deficit	-3,071,497.72	-10,520	3,060,977.72	

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2		Net Municipal Requirements - Operating			
3		For the Nine Months Ending September 30, 2023			
4		Sep	2023		
5		2023	Budget	Variance	Variance %
6	<u>DEPARTMENT</u>				
7	Taxes	-6,814,921.76	-6,883,980	-69,058.24	99.00%
8	Other (Franchise, Interest, Tax Penalties)	-1,046,644.42	-1,175,000	-128,355.58	89.08%
9	Mayor	36,154.99	55,140	18,985.01	65.57%
10	Council	164,604.97	219,880	55,275.03	74.86%
11	Administration	506,755.26	853,910	347,154.74	59.35%
12	Computer	55,799.61	94,600	38,800.39	58.98%
13	RCMP	176,305.42	160,350	-15,955.42	109.95%
14	Fire	-416,567.95	0	416,567.95	0.00%
15	ERC	11,545.37	26,410	14,864.63	43.72%
16	Town Fire/Town ERC	285,504.92	385,220	99,715.08	74.11%
17	Disaster Services	4,097.49	1,450	-2,647.49	282.59%
18	Enforcement Services	99,403.37	124,790	25,386.63	79.66%
19	Safety	42,217.14	74,110	31,892.86	56.97%
20	Public Health	7,055.59	0	-7,055.59	0.00%
21	Common Services	328,058.48	491,710	163,651.52	66.72%
22	Roads	791,550.09	1,243,260	451,709.91	63.67%
23	Airport	12,757.50	17,010	4,252.50	75.00%
24	Storm Sewer	10,255.66	27,160	16,904.34	37.76%
25	Water	-777,844.74	-779,190	-1,345.26	99.83%
26	BRWC	644,778.81	779,190	134,411.19	82.75%
27	Sewer	-156,392.80	0	156,392.80	0.00%
28	Trade Waste	-34,706.07	0	34,706.07	0.00%
29	Landfill	-8,975.46	0	8,975.46	0.00%
30	Recycle	28,492.56	0	-28,492.56	0.00%
31	New Landfill		30,430	30,430.00	0.00%
32	FCSS	178,553.47	75,500	-103,053.47	236.49%
33	Cemetery	-9,204.26	17,340	26,544.26	(53.08%)
34	Development	83,273.99	115,730	32,456.01	71.96%
35	Communications	105,259.43	163,470	58,210.57	64.39%
36	Recreation Administration	240,135.08	299,190	59,054.92	80.26%
37	Arena	112,352.77	261,860	149,507.23	42.91%
38	Pool	754,977.86	1,124,220	369,242.14	67.16%
39	Parks	139,337.69	202,400	63,062.31	68.84%
40	Sportsground	56,188.04	59,850	3,661.96	93.88%
41	Rotary Park	-18,354.99	-13,000	5,354.99	141.19%
42	Bowling Alley	1,124.77	5,000	3,875.23	22.50%
43	Curling	96.11	20,530	20,433.89	0.47%
44	Walking Trail	15,339.00	43,890	28,551.00	34.95%
45	Museum	245.33	530	284.67	46.29%
46	Tourism	70,489.73	151,680	81,190.27	46.47%
47	Twinning	2,232.96	3,900	1,667.04	57.26%
48	Library	92,786.43	122,620	29,833.57	75.67%
49	Requisition	1,153,754.15	1,584,470	430,715.85	72.82%
50	Contingency/General	630.69	3,850	3,219.31	16.38%
51					
52	Total Net Financial Requirement	-3,071,497.72	-10,520	3,060,977.72	

	A	B
1	TOWN OF BARRHEAD	
2	ASSETS & LIABILITIES	
3	For the Nine Months Ending September 30, 2023	
4		September
5		2023
6	ASSETS	
7	Cash & Investments	9,472,001.85
8	Taxes Receivable	779,690.72
9	Receivables - Utilities, GST, Other	922,956.58
10	Inventory	48,394.57
11	Engineering Structures - Assets	78,110,676.86
12	Accum. Amort. Engineering Structures	-44,555,529.58
13	Buildings - Assets	27,868,842.43
14	Accum. Amort. Buildings	-6,515,783.87
15	Machinery & Equipment - Assets	12,091,895.12
16	Accum. Amort. Machinery & Equipment	-3,843,905.08
17	Land - Assets	1,389,708.70
18	Land Improvements - Assets	2,732,361.26
19	Accum. Amort. Land Improvements	-1,235,782.10
20	Vehicles - Assets	4,238,211.40
21	Accum. Amort. Vehicles	-1,731,681.86
22	TOTAL ASSETS	79,772,057.00
23		
24	LIABILITIES & EQUITY	
25	Employer Liabilities - Payroll	-263,202.79
26	Deposits & Trusts	-76,824.34
27	Operating Reserves	-819,005.94
28	Deferred Revenues & Liabilities	-549,760.93
29	Capital Reserves	-6,517,706.72
30	Payables & Holdbacks	-369,656.78
31	Pool - Long Term Loan Payable	-4,049,387.62
32	Equity in Fixed Assets	-64,499,625.66
33	Accumulated Surplus	-286,519.40
34	TOTAL LIABILITIES	-77,431,690.18
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	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Capital Financial Statement by DEPARTMENT				
3	For the Nine Months Ending September 30, 2023				
4		Sep	2023		
5		2023	Budget	Variance	Variance %
6	CAPITAL REVENUES				
7	5-1201 Administration		-53,000	-53,000.00	0.00%
8	5-2301 Fire		-150,950	-150,950.00	0.00%
9	5-2303 ERC		-11,900	-11,900.00	0.00%
10	5-3101 Common Services	-3,105.00	-31,593	-28,488.00	9.83%
11	5-3201 Roads		-400,000	-400,000.00	0.00%
12	5-4101 Water		-547,060	-547,060.00	0.00%
13	5-4201 Sewer		-760,537	-760,537.00	0.00%
14	5-4301 Trade Waste	-6,500.00	-52,000	-45,500.00	12.50%
15	5-4302 Landfill		-690,000	-690,000.00	0.00%
16	5-4303 Recycle		-14,800	-14,800.00	0.00%
17	5-4304 New Landfill		-4,500	-4,500.00	0.00%
18	5-5601 Cemetery		-10,000	-10,000.00	0.00%
19	5-6201 Communications		-132,500	-132,500.00	0.00%
20	5-7202 Arena		-179,000	-179,000.00	0.00%
21	5-7203 Pool		-140,000	-140,000.00	0.00%
22	5-7204 Parks	-13,900.00	-173,500	-159,600.00	8.01%
23	5-7205 Sportsground	-124,592.54	-111,500	13,092.54	111.74%
24	5-7210 Walking Trail		-150,000	-150,000.00	0.00%
25	5-7401 Tourism		-42,500	-42,500.00	0.00%
26	5-9701 Contingency		-199,000	-199,000.00	0.00%
27	5-9702 Offsite	-1,250.00	-10,000	-8,750.00	12.50%
28	TOTAL CAPITAL REVENUES	-149,347.54	-3,864,340	-3,714,992.46	3.86%
29					
30					
31	CAPITAL EXPENDITURES				
32	6-1201 Administration	15,126.90	53,000	37,873.10	28.54%
33	6-2301 Fire	34,101.82	150,950	116,848.18	22.59%
34	6-2303 ERC		11,900	11,900.00	0.00%
35	6-3101 Common Services		31,593	31,593.00	0.00%
36	6-3201 Roads	79,609.85	400,000	320,390.15	19.90%
37	6-4101 Water	278,234.76	547,060	268,825.24	50.86%
38	6-4201 Sewer		760,537	760,537.00	0.00%
39	6-4301 Trade Waste		52,000	52,000.00	0.00%
40	6-4302 Landfill	7,596.00	690,000	682,404.00	1.10%
41	6-4303 Recycle		14,800	14,800.00	0.00%
42	6-4304 New Landfill		4,500	4,500.00	0.00%
43	6-5601 Cemetery	9,499.14	10,000	500.86	94.99%
44	6-6201 Communications		132,500	132,500.00	0.00%
45	6-7202 Arena	43,251.70	179,000	135,748.30	24.16%
46	6-7203 Pool	78,964.40	140,000	61,035.60	56.40%
47	6-7204 Parks	142,460.82	173,500	31,039.18	82.11%
48	6-7205 Sportsground	83,756.14	111,500	27,743.86	75.12%
49	6-7210 Walking Trail	72,838.87	150,000	77,161.13	48.56%
50	6-7401 Tourism	35,038.04	42,500	7,461.96	82.44%
51	6-9701 Contingency		199,000	199,000.00	0.00%
52	6-9702 Offsite		10,000	10,000.00	0.00%
53	TOTAL CAPITAL EXPENDITURES	880,478.44	3,864,340	2,983,861.56	22.78%

	A	B	C	D	E	F
1		TOWN OF BARRHEAD				
2		Capital Financial Statement by CATEGORY				
3		For the Nine Months Ending September 30, 2023				
4						
5		Sep	2023			
6		2023	Budget	Variance	Variance %	
7		CAPITAL REVENUES				
7		Return on Investment/Rev. from Own Source	-64,820.00	-100,000	-35,180.00	64.82%
8		Sale of Fixed Assets	-23,505.00	-38,900	-15,395.00	60.42%
9		Federal Grants		-100,000	-100,000.00	0.00%
10		Provincial Grants	-59,772.54	-777,500	-717,727.46	7.69%
11		County/Other Municipal Contributions		-410,950	-410,950.00	0.00%
12		From Capital Reserves		-1,223,050	-1,223,050.00	0.00%
13		From Operating Function		-920,490	-920,490.00	0.00%
14		From Other Capital Function		-283,450	-283,450.00	0.00%
15		Developers Levy Payments	-1,250.00	-10,000	-8,750.00	12.50%
16		TOTAL CAPITAL REVENUE	-149,347.54	-3,864,340	-3,714,992.46	3.86%
17						
18		CAPITAL EXPENDITURES				
19		Engineering Structures	155,629.28	894,500	738,870.72	17.40%
20		Building Additions	36,611.00	76,900	40,289.00	47.61%
21		Equipment Additions	415,624.05	1,113,000	697,375.95	37.34%
22		Land Improvement Additions	201,365.28	330,000	128,634.72	61.02%
23		Vehicle Additions	71,248.83	186,000	114,751.17	38.31%
24		To Other Capital Functions		283,450	283,450.00	0.00%
25		Add to Capital Reserves		980,490	980,490.00	0.00%
26		TOTAL CAPITAL EXPENDITURES	880,478.44	3,864,340	2,983,861.56	22.78%
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REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: November 14, 2023

Re: Bank Statement – for month ending October 31, 2023

1.0 PURPOSE:

To approve the Monthly Bank Statement for the month ending October 31, 2023.

2.0 BACKGROUND AND DISCUSSION:

None

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending October 31, 2023, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending October 31, 2023 and to instruct Administration to provide further information for the next regular 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 for month ending October 31, 2023.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending October 31, 2023, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED OCTOBER 31, 2023**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	4,970,701.85	4,500,000.00
Receipts	1,235,594.13	
Interest	23,059.39	
Transfers from/to Term Deposits	0.00	
Cancelled Cheques		
SUBTOTAL	6,229,355.37	4,500,000.00
Disbursements	1,062,107.59	
Debentures/Interest	0.00	
School Requisition	0.00	
Transfers from/to General	0.00	
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	5,167,247.78	4,500,000.00

PER BANK:		
Balance at end of month	5,090,380.11	4,500,000.00
Outstanding Deposits	90,585.74	
SUBTOTAL	5,180,965.85	4,500,000.00
Outstanding Cheques	13,718.07	
NET BALANCE AT END OF MONTH	5,167,247.78	4,500,000.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED OCTOBER 31, 2023

<u>Financial Institution</u>		<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Scotiabank	\$	2,500,000.00	5.61	08-Jun-23	Maturity Date Dec. 7, 2023
Servus	\$	2,000,000.00	5.58	08-Sep-23	Maturity Date Dec. 7, 2023

**COUNCIL REPORTS
AS OF NOVEMBER 14, 2023**

		Meeting (since last council)
Agricultural Society	Cr. Oswald (Alt. Cr. Kluin)	<u> X </u>
Barrhead Accessibility Coalition	Cr. Kluin	<u> </u>
Barrhead Cares Coalition	Cr. Assaf	<u> </u>
Barrhead & Area Regional Crime Coalition (BARCC)	Mayor McKenzie	<u> </u>
Barrhead Attraction & Retention Committee	Mayor McKenzie	<u> </u>
Barrhead & District Social Housing Association	Cr. Smith	<u> X </u>
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith	<u> X </u>
Barrhead Regional Airport Committee	Mayor McKenzie and Cr. Assaf	<u> </u>
Barrhead Regional Landfill Committee	Cr. Sawatzky and Cr. Klumph	<u> </u>
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith (Alt. Cr. Oswald)	<u> </u>
Capital Region Assessment Services Commission	Cr. Klumph	<u> X </u>
Chamber of Commerce	Cr. Oswald	<u> </u>
Community Futures Yellowhead East	Cr. Assaf (Alt. Cr. Kluin)	<u> </u>
Economic Development Committee	Committee of the Whole	<u> </u>
Enhanced Policing School Resource Officer Committee	Cr. Sawatzky (Alt. Mayor McKenzie)	<u> </u>
Family & Community Support Services Society	Cr. Kluin and Cr. Oswald	<u> </u>
Intermunicipal Collaboration Framework Committee	Cr. Assaf, Cr. Smith and Mayor McKenzie	<u> </u>
Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	<u> </u>
Municipal Emergency Advisory Commission	Cr. Assaf, Cr. Kluin and Cr. Smith	<u> </u>
Municipal Planning Commission	Cr. Assaf, Cr. Oswald and Cr. Sawatzky (Alt. Cr. Smith)	<u> </u>
Subdivision & Development Appeal Board	Cr. Klumph	<u> </u>
Twinning Committee	Cr. Klumph	<u> </u>
Yellowhead Regional Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	<u> </u>



C.A.O Report

To: Town Council

Date: November 14, 2023

Re: October, 2023 C.A.O. Report

Enforcement Services:

- New files generated from October 1st, 2023 – October 31st, 2023
 - Total: 21 files
 - Animal Control matters/Miscellaneous: 7 file
 - Traffic Enforcement: 8 files (speeding, distracted driving, etc)
 - Bylaw Issues: 6 files
- Unresolved files carried over from previous reporting period:
 - Traffic Enforcement: 3 files
 - Bylaw Issues: 2 files

Transportation Services:

- The 2023 Sewer Flushing program is scheduled to be completed by the end of November.
- Shop personnel has prepared our equipment for the winter season
- Installed new pump in the main Lift Station and made arrangements to have the old one rebuilt
- Installed Christmas lights
- Rebuild alleys in Beaver Brook subdivision
- Haul leaves from Paddle River Golf Course
- Street Sweeping completed

Fire Protection Services:

- Incidents from October 1st , 2023 – October 31st , 2023
 - Fires: 2 (72.75 hours or 31.7% of the total man hours for the month of October)
 - Rubbish or grass fires: 4 (30.15 hours or 13.1% of the total man hours for the month of October)
 - Vehicle accidents: 5 (47.9 hours or 20.9% of the total man hours for the month of October)
 - Ambulance assists: 19 (55.75 hours or 24.3% of the total hours for the month of October)
 - Public service (locked out): 1 (1.75 hours or .8% of the total hours for the month of October)
 - False Alarms: 6 (14.75 hours or 6.5% of the total man hours for the month of October)
 - Incident unclassified – building collapse: 1 (6.25 hours or 2.7% of the total man hours for the month of October)

For the month of October there were a total of 38 calls which represented a total of 229.3 firefighter hours.

- Training:
 - NFPA 1001 level 2, 9 students continued, took class to Whitecourt to use propane props.
 - Vehicle extraction
 - SCBA
 - Pumping operations

- Other:
 - Participated in pumpkin walk, first aid and fire works
 - Did safety patrols for Halloween and handed out treats
 - Open House was held on October 12th with over 450 citizens attended
 - New Command Truck arrived

Membership total 44, 42 responding, 2 recruits.

The following chart outlines the total ambulance assist calls responded by the Regional Fire Department, for the month of October, 2023:

Response Levels	October	Town or County		Year to Date	Town or County
Level A – Not serious (ie: lift assist)	3	2 – Town 1 - County		10	9 - Town 1 - County
Level B – More serious (ie: medical alert alarm)	0	0 - Town 0 - County		8	7 – Town 1 - County
Level C – Serious (ie: stroke or abnormal breathing)	3	3-Town 0-County		13	11 – Town 1 – County 1– Birch Cove
Level D – Possible life threatening (ie: chest pains, unconscious, overdose)	11	6 - Town 4 – County 1-Birch Cove		117	86 – Town 29 – County 2-Birch Cove
Level E – Life Threatening (ie: cardiac arrest, ineffective breathing)	0	0 – Town 0 - County		16	11 – Town 5 – County
Other	2	1 – Town 1 - County		2	1 – Town 1 - County
Total calls	19	12– Town 6 – County 1 – Birch Cove		166	124 – Town 39 – County 3-Birch Cove
Total hours spent on calls	55.75 hours or 24.3 % of total hours			452.25 hours or 21.5% of total hours	
Fire Dept. arriving before EMS	9			83	
Fire Dept. arriving before EMS (%)	47.3%			50.0%	

Note 1: All ambulance assist calls are initiated by the Ambulance’s Dispatch Centre.

Recreation Services:

➤ Operational:

- The Department had a booth at the Pumpkin Walk event and hosted its annual Haunted House in conjunction with it. There were approximately 500 visitors that attended the Haunted House within the scheduled two-hour event
- Removed porta potties from all parks and closed Rotary Campground for the season.
- Teachers' Profession Development (PD) Day Camps continue to be held, and new this year we are offering week-long PD camps for fall, winter, and spring break with the first one running November 6-10.
- We are working with the Community Guide Committee to help with creating a publication for next spring, targeting to do 3 publications per year.
- Planning is ongoing for all outdoor skating areas and the skating path.
- Continue to operate PD Day Camp in partnership with FCSS.
- The Recreation Department will be donating an item to the Festival of Trees.
- In the new year, the Aquatics Centre will be reaching out to various schools offering swimming lessons for their students.

➤ Upcoming Special Events:

- Polar Parade, Christmas swims, shinny hockey, along with public skating will be offered during the holiday season.

Economic Development Services:

In respect to the Community's Alberta Advantage Immigration Program, the following is the statistics for the period ending October 31, 2023:

<u>Employers:</u>	October 31, 2023	Program To date (November 7, 2022 – October 31, 2023)
Employers that have expressed interest	1	28
Employers enrolled	0	20 (8 active employers with open vacancies)
<u>Candidates:</u>		
Candidates that have expressed interest	4	158
Candidates endorsed:	2	61
Current foreign workers	2	22
International applicants	0	39
<u>Positions:</u>		
Positions supported by AAIP	8	88 (16 positions currently vacant)
Positions filled through AAIP	2	61
Started working & living in the community	2	20
Pending arrival to Canada	0	41

Edward LeBlanc – CAO

(original report signed by the C.A.O.)

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF OCTOBER 24, 2023

Resolution Number	Resolution	Comments	Status
	<u>October 24, 2023 Council Meeting</u>		
310-23	Moved by Cr. Sawatzky that Council instructs Administration to provide further information at the next Council Meeting on the request from the Barrhead Steelers, to designate dressing room #5 as the official room of the Steelers and that Administration provides additional information relating to the Barrhead Bombers' rental agreement at the next Council Meeting.	The item is part of the November 14th Council Meeting agenda and package.	Completed
	<u>October 10, 2023 Council Meeting</u>		
289-23	Moved by Cr. Assaf that Council rent the aquatic lanes to the Swim Club in half hour increments, at a cost of \$8.00 per lane per half hour.	The Club was advised of Council's decision.	Completed
	<u>September 12, 2023 Council Meeting</u>		
282-23	Moved by Cr. Klumph that Council accepts the letter dated September 5, 2023 from the residents of Mehden Road and defer this item to the 2024 budget deliberations, for discussion and recommendations.	Administration has placed the item to be discussed during the 2024 Budget deliberations.	Completed
274-23	Moved by Cr. Assaf that Council instructs Administration to reach out to Telus and inquire as to the weak cell phone service provided to the Town and request a representative to attend a future meeting of Council.	Administration understand that Telus representatives attended the recent A.M. Convention and some members of Council discussed this issue with coverage with one of them.	Pending
273-23	Moved by Cr. Assaf that Council instructs Administration to post the backyard chicken survey on the Town website, in the Utility Bills, a paper copy at the Town Office and in the local newspaper to obtain feedback from residents and bring back to the October 24th Council meeting for review.	The result of the survey was fairly comprehensive. Administration is preparing a compressed summary for Council to be presented at a future Council Meeting.	In Progress
272-23	Moved by Cr. Klumph that Council supports the submission of a non-matching 2023/24 Alberta Community Partnership grant application in support of the Regional Raw Water Supply Assessment Study project and is prepared to manage the grant project and related compliance requirements.	Th County also provided their support for the grant application. Administration formally submitted the grant application and waiting to hear from the Province.	Completed

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF OCTOBER 24, 2023

<u>August 22, 2023 Council Meeting</u>			
252-23	Moved by Cr. Assaf that Council denies the request from B.A.R.C.C. dated August 17, 2023 to waive the rental fee for the Charles Godberson Rotary Room but provide an operating grant of \$500.00 for their event scheduled for October, 2023.	B.A.R.C.C. has been made aware of Council's direction. Payment for the operating grant has been made.	Completed
249-23	Moved by Cr. Sawatzky that Council approves the donation of the 1998 Town owned Fire Truck unit to the Grande Prairie Rotary Club, as is and where is.	The unit was part of Rotary's "Highway to Mexico" program.	Completed
<u>June 27, 2023 Council Meeting</u>			
187-23	Moved by Cr. Sawatzky that Council authorizes the County of Barrhead and the Town of Barrhead's Administrations to negotiate and refine the scope of the project with Next Architecture Inc. to a maximum of \$146,570.00 (GST excluded).		Pending
<u>May 9, 2023 Council Meeting</u>			
147-23	Moved by Cr. Oswald that Council instruct Administration to bring the concession agreement to a future Council Meeting.	Once the draft of the new agreement is prepared, the matter will be presented to Town Council.	In Progress
145-23	Moved by Cr. Smith that Council authorizes Administration to renew the letter of agreement dated June 26, 2017 with the Graduation Celebration Committee for an additional five years and to have the same parameters and financial obligations as seen on the previous agreement, effective for the 2023 graduation.	The Graduation Committee was informed of Council's decision to only charge the Committee a one-day rental fee. A draft agreement has been prepared and forward to the Committee for their review and consideration.	In Progress
144-23	Moved by Cr. Sawatzky that Council instructs Administration to prepare a report exploring the merits of obtaining an accreditation under the Alberta Safety Codes and presenting it to the Municipal Planning Commission for their consideration and recommendation to Town Council.		In Progress
<u>April 25, 2023 Council Meeting</u>			
130-23	Moved by Cr. Assaf that Council instructs Administration to place the musical playground equipment funded by the Alberta Blue Cross grant of \$50,000.00 in the Splash Park.	The equipment has been installed near the Splash Park.	Completed

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF OCTOBER 24, 2023

September 27, 2022 Council Meeting			
337-22	Moved by Cr. Assaf that Council instructs Administration to prepare a draft resolution for the 2023 Alberta Municipalities' Convention relating to the current Provincial ambulance service levels and its demand onto local Fire Departments.	As previously reported to Council the President from A.M. is willing to meet with Council virtually to discuss the on-going challenges. Administration is waiting for potential meeting dates from A.M.	In Progress
December 14, 2021 Council Meeting			
431-21	Moved by Cr. Klumph that Council instructs Administration to work with the Barrhead Regional Water Commission to come up with an agreement whereby the Commission pays the Town for future sewer operating expenses and capital expenditures.	During the Commission's November 25, 2022 meeting, the Board approved the capital contribution of \$109,775.00 towards the Town's 2021 and 2022 Capital Projects. The Operating expenses were reviewed during the April 27, 2023 Commission Meeting. The Board decided to review the costs during the 2024 budget deliberations scheduled for November 27, 2023.	In Progress

Community FUTURES YELLOWHEAD EAST
CFYE AMENDED Regular Board Meeting Minutes
Location: Community Futures Yellowhead East Office
Thursday June 15,2023 – 1:00pm – 4:00 pm

In Attendance	Nick Gelych, Daryl Weber, Serena Lapointe, Liz Krawiec, Anna Greenwood, Robin Murray, Marvin Schatz, Jim Hailes, Michelle Jones
REGRETS:	Ty Assaf
1) CALL TO ORDER:	Meeting Called to Order at 2:50
2) ADOPTION OF AGENDA:	<u>Motion# 9 Moved by Daryl Weber</u> <i>That the Agenda be accepted as amended to include 9.6 Building Policy and 9.7 Phone Allowance RFD.</i> <p style="text-align: right;">CARRIED</p>
3) MINUTES OF PREVIOUS MEETING:	<u>Motion # 10 Moved by Robin Murray</u> <i>That the amended minutes of the March 23, , 2023, regular board meeting be accepted as amended.</i> <u>Motion # 11 Moved by Robin Murray</u> <i>That the minutes of the April 20th, regular board meeting be accepted as attached.</i> <u>Motion# 12 Moved by Daryl Weber</u> <i>Due to Local Wildfires May regular board meeting postponed until June, 2023</i> <p style="text-align: right;">CARRIED</p>
4) CHAIR REPORT	As Presented
5) TREASURER’S REPORT	<u>Motion # 13 Moved by Liz Krawiec</u> <i>Motion to accept financial report(s) as attached.</i> <u>Motion # 14 Moved by Marvin Schatz</u> <i>Motion to accept attached Sunlife Financial Statement as information.</i> <p style="text-align: right;">CARRIED</p>
6) STAFF REPORTS:	Executive Director Report – As Attached B/A Loan Report – As Attached Loan Client Update – As Attached CED Report – As Attached DSS – As Attached <u>Motion # 15 Moved by Liz Krawiec</u> <i>To accept the staff updates for information</i>

CARRIED

7) IRC COMMITTEE

7.1 Election of IRC Vice Chair:

Chair, to call for nominations for position of Chair of the IRC committee.

Call Three times for further nominations from the floor.

Call for nominations to cease:

IRC Vice Chair: Daryl Weber, nominated by Robin Murray, in by affirmation.

Motion # 16 Moved by: Jim Hailes

Motion to accept Daryl Weber as IRC Vice Chair as elected.

7.2 IRC Meeting Results: Review with Board IRC meeting Outcomes

Tabled until next IRC meeting has been conducted.

7.3 IRC Loan Client Request: Item added on after approval of agenda, will need to be acknowledged in next meeting minute approval. IRC quorum met, IRC Chair Marvin Schatz residing.

Tourism Operator Regular Loan Client, requesting interest only payments from June – October 2023. Client advised prior to meeting that June would have to be paid as usual, since meeting would not take place until after payment deadline.

Motion # 17 Moved by Liz Krawiec

to provide approval for tourism regular loan client to make interest only loan payments for July, August, and September 2023. The month of October may be considered after review of summer financials.

8) OLD BUSINESS:

8.1 Update on Annual Council Presentations: Feedback provided from directors, regarding annual council presentation process. Board members indicated value coming from the presentations, however, recommend they be in person as often as possible.

8.2 Policy Review: Board will receive 1-2 policies for review at a time over the summer months. ED and staff will provide first review, highlighting recommended changes, then policy's will be forwarded to committee members for review, with recommendations required back to staff for final draft approval at the September board meeting.

Motion # 18 Moved by: Daryl Weber

To accept the Old Business Items as presented.

CARRIED

9) NEW BUSINESS:

9.1: Business Arising from Audit: None

9.2 RFD –\$5000 dollar request for Approval of funding from the Board Investment Fund. Funds requested to be used toward offsetting the cost of 2 meals to the Fox Creek Fire Evacuees. Ratification of Motion required. Additional previously missing background information and back up documentation included in report provided to board.

Motion # 19 Moved by Serena Lapointe

To make a motion to ratify the results of the email vote approval received from the RFD circulated, May 9, 2023.

9.3 Condo Strata Update – Board discussed the email received regarding changes to the ownership of the condo strata that CFYE belongs to.

Motion # 20 Moved by Marvin Schatz

To accept the newly increased annual condo association fees of \$3904.11 and the suggested capital reserve fee schedule of \$ 2,082.19 as indicated in the email received from the new owners, with the understanding that the amount over and above the previously approved annual budgeted amount would come from the Board Investment fund.

9.4 Partnership Project Request – CF Online Learning Solution: Board reviewed and discussed the project request.

Motion # 21 Moved by: Serena Lapointe

To approve the request for CFYE to partner on the CF Online Learning Solution, by providing a maximum partnership contribution of \$10,000, from the Board Investment Fund, to be used toward the project and grant application.

9.5 Partnership Project Request – CFWY – Emergency Preparedness. Discussion occurred between board members. ED indicated she would provide further detailed information to the board defining how the project aligns with the core mandate of the CFYE organization.

Motion # 22 Moved by: Robin Murray

to approve the partnership project with the other cf offices on the Emergency Preparedness project, allowing for a maximum financial contribution of \$5,000 from the Board Investment Fund, to be used toward the project, pending grant approval of the project.

9.6 Prairies Can Building Policy – for information and inclusion in CFYE policies. (does not currently apply to CFYE, as purchase of our building was done without Prairies can funds and within the grace grandfathered period)

9.7 Phone Allowance RFD – RFD provided to board requesting approval of an increase in telephone allowance allotted to staff.

To approve the increase in telephone allowance as per the requested amounts contained within the RFD.

**** Clarify with board from what date this was to be approved. Recommending that increase be retroactive from April 1, 2023.**

10) ROUND TABLE

11) CORRESPONDENCE

- Visioning Towards the Future-
- CFYE Tax Assessment
- Changes in Prairies Can CF Officer Update
- Letters of Advocacy Support for Funding
- CFNW Board Chair/Manager Banff Conference Report
- CFIB – Ceba Loan Client Report
- CF – Gender and Age Report

ADJOURNMENT:

Attached for Information Only – unless questions arising

Motion # 24 Moved by Liz Krawiec

Moved to adjourn at 4:45

Board Investment fund Per Diems will be paid at twice the normal rate of in person per diems due to the added length of the meetings.

NEXT MEETING:

September 21, 2023

CFYE Board Chair, Nick Gelych



CFYE Secretary, Serena Lapointe

Oct 19, 2023

DATE



Barrhead & District Social Housing Association
Minutes August
Regular Board Meeting – July 29, 2023

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

1.0 The meeting was called to order at 10:36 a.m.

2.0 Approval of Agenda

Don Smith moved to approve the July 23, 2023, Regular Board Meeting Agenda with the following additions:

New Business

6.7 Smoking Policy

Correspondence

*7.2 ASCHA Fall Regional Meeting
2024 Convention Save the Date*

Carried Unanimously

3.0 Adoption of the Minutes

Peter Kuelken moved to adopt the Minutes of the Regular Board Meeting of June 7, 2023.

Carried Unanimously

Chair: C.W. CAO: [Signature]

Minutes: August 29, 2023

4.0 Reports

4.1 Financial Report – June & July 2023

Income Statements for the organization were presented. A statement of investments and operating account balance was also presented for information purposes.

Bill Lane moved to accept the Financial Reports as presented.

Carried Unanimously

4.2 Cheque Log – June & July 2023

Roberta Hunt moved to accept the Cheque Log as presented.

Carried Unanimously

4.3 CAO Report

Updates were presented on the following topics:

- Operations (Dietary, Admin, Activities, Housekeeping)
- Business Plan, Wi-Fi, Hillcrest Landscaping Project
- Facilities Manager's Report
 - Lodges
 - Seniors Self-Contained
 - Community Housing
 - ASHC Funded Projects
 - BDSHA Projects

Peter Kuelken moved to accept the CAO's Report as presented.

Carried Unanimously

4.4 Resident Services Manger's Report

Vacancy Report:

-Hillcrest Lodge	25 vacancies (22.5%)
-Klondike Place	1 vacancies (2.5%)
-Golden Crest Manor	3 vacancies (9%)
-Jubilee Manor	0 vacancies (0%)
-Pembina Court Manor	1 vacancies (4%)
-JDR Manor	0 vacancies (0%)
-Barrhead CH	0 vacancies (0%)
-Swan Hills CH	2 vacancies (25%)

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

Carried Unanimously

Chair: C.W CAO: JD

Minutes: August 29, 2023

5.0 Old Business

- 5.1 Housing Needs Assessment Update– For Information Only
Assessment is nearing completion. A stakeholders' meeting with be discussed with Gordon & Associates.

Don Smith moved to accept the update for information only.

Carried Unanimously

6.0 New Business

- 6.1 RFD-Annual Fire Alarm & Suppression System Inspections
The RFP deadline had to be extended due to the addition of an addendum. To avoid having to bring the matter before the Board at the next meeting and further delay assigning the contact, the CAO requested that the Board allow him to award the contract at a cost of no more than \$20,000 (based on previous contract costs).

Bill Lane moved to allow the CAO to award the contract at his discretion up to a value of \$20,000.

Carried Unanimously

- 6.2 RFD – Change Orders for Hillcrest Landscaping Project
Two Change Orders were presented; one to remediate water collection at the intersection of two sidewalks installed by Jen-Col and the other to add a structure to provide shade for residents. The request was made for a budget of \$30,000 to furnish the outdoor space. The CAO also requested that the remaining \$20,000 of the fund but used for landscaping and maintenance of already existing outdoor areas throughout the Barrhead complex.

Don Smith moved to approve both Change Orders, the budget of \$30,000 for furnishings and the remaining \$20,000 towards beautification of existing outdoor areas.

Carried Unanimously

- 6.3 RFD – Commercial Dryer Replacement
One of the commercial dryers needs replacement. A quote was presented to replace both dryers although one is still working well. There is no discount for purchasing multiples.

Bill Lane moved that one dryer only be purchased at this time.

Carried Unanimously

Chair: CW CAO: 

Minutes: August 29, 2023

- 6.4 RFD – Proposal - Nordic Mechanical
The new Hillcrest HVAC system is too complex for the maintenance staff to maintain, and an outside contractor is necessary for this purpose. The CAO presented a proposal from Nordic Mechanical to maintain the HVAC system in Hillcrest Lodge. They currently are contracted to maintain the systems in Klondike Place.

Peter Kuelken moved that the contract be put out for tender.

Carried Unanimously

- 6.5 RFD – Donation Policy
The new Donation Policy was presented to the Board for approval.

Bill Lane moved that the Donation Policy be approved as presented.

Carried Unanimously

- 6.6 RFD – AGM
The CAO requested that the Board set a time and date for the AGM.

Roberta Hunt moved that the AGM be set for October 27, 2023, at 2:00 p.m.

Carried Unanimously

- 6.7 RFD – Smoking Policy
The Smoking Policy was presented for approval as some of the wording has changed.

Bill Lane moved that the Smoking Policy be approved as presented.

Carried Unanimously

7.0 Correspondence

- 7.1 Residents' 90th Birthday Party Invitation to the Board.
Board members that are available will attend. Please RSVP to Shelley if you wish to attend.
- 7.2 ASCHA Regional Meeting - North Zone.
Roberta, Bill, and Don will attend and will be registered as voting members.
- ASCHA Convention 2024 will be held on March 11, 12 and 13. All Board members to attend.

Chair: C. W. CAO: [Signature]

Minutes: August 29, 2023

8.0 In Camera – Board and CAO

Don Smith moved to go into closed session at 11:56 a.m. Bill Lane moved to end the closed session at 12:05 p.m.

Roberta moved to accept the information presented.

Carried Unanimously

9.0 In Camera – Board Only

Not Required

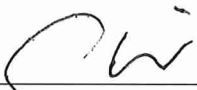
10.0 Time and Date of Next Meeting

Friday, October 27, 2023, at 10:00 a.m. - Organizational Meeting and Regular Board Meeting.

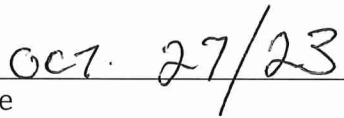
11.0 Adjournment

Peter Kuelken moved to adjourn the meeting at 12:06 a.m.

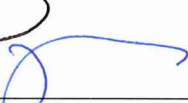
Carried Unanimously



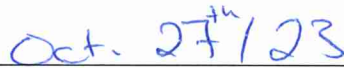
Signature: Craig Wilson, Chairperson



Date



Signature: Tyler Batdorf, CAO



Date