



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JUNE 23, 2020 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) Regular Meeting Minutes – June 9, 2020
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Ms. Heidi Magus from Barrhead Community Victim Services
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Bank Statement – for the month ending May 31, 2020
8. Reports - The Council Reports
 - (a) Community Futures Yellowhead East

9. Minutes
 - (a) Barrhead & District Family & Community Support Services Society – May 21, 2020
10. Bylaw
 - (a) There are no Bylaws
11. Correspondence
 - (a) Letter from Alberta Municipal Affairs – 2020 Gas Tax Fund (GTF) funding allocation
12. For the Good of Council
13. Tabled Items
14. Closed Session
 - (a) Land – Pursuant to Section 16 of the FOIP Act
15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JUNE 9, 2020,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, S. Oswald, L. Penny and D. Smith

Officials: Ed LeBlanc, CAO, Kathy Vickery, Director of Corporate Services, Cheryl Callihoo, Director of Development & Legislative Services and Shallon Touet, Director of Parks and Recreation

Others: Barry Kerton, Barrhead Leader

ABSENT

CALL TO ORDER

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

AGENDA

The agenda was reviewed.

174-20 Moved by Cr. Klumph that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of May 26, 2020 were reviewed.

175-20 Moved by Cr. Assaf that the Minutes of the Town Council Regular Meeting of May 26, 2020 be accepted as presented.

CARRIED UNANIMOUSLY

**CLOSED SESSION – LAND UPDATE
FOIP ACT SECTION 16(1)**

176-20 Moved by Cr. Kluin that Council go in closed session at 5:31 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

177-20 Moved by Cr. Penny that Council come out of closed session at 6:13 p.m.

CARRIED UNANIMOUSLY

DELEGATION

Mayor McKenzie and Council welcomed Ms. Marcie Stephani, President of the 2020 Barrhead High School Graduation Committee at 6:14 p.m.

Ms. Marcie Stephani discussed with Council 2020 Barrhead High School Graduation Celebration because of Covid-19 a traditional graduation celebration is not possible. Ms. Stephani provided Council with a proposal that would still allow for a graduation celebration. She requested on behalf of the Grad Committee for use of the Agrena parking lot on June 26, 2020 between 1:30 – 3:30 p.m. to allow for the students to do a grand march for their families through the parking lot with families remaining in their vehicles, complying to Public Health regulations.

EXITED

Mayor McKenzie and Council thanked Ms. Marcie Stephani for her presentation and she exited the Chambers at 6:40 p.m.

178-20 Moved by Cr. Penny that Council approve the closure of the Agrena parking lot and the closure of the adjacent service road on Friday, June 26, 2020 to allow for a safe Grad Celebration to take place.

CARRIED UNANIMOUSLY

- 179-20 Moved by Cr. Klumph that Council accepts the presentation from Ms. Marcie Stephani, President of the 2020 Barrhead High School Graduation Committee, as information.

CARRIED UNANIMOUSLY

**TEMPORARY ROAD CLOSURE
OF A PORTION OF
51ST AVENUE**

The temporary closure of a portion of 51 Avenue, was reviewed.

- 180-20 Moved by Cr. Assaf that Council approve the request from Blue Heron Support Services Association to temporary close a portion of 51 Avenue (between 49A Street and 51 Street) from approximately 8:00 a.m. to 3:00 p.m. every Saturday commencing on June 26, 2020 and ending on August 29, 2020 for their outdoor Summer Market Program, subject to the Association obtaining all applicable Provincial approvals, as presented.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of June 9, 2020, was reviewed:

- CAO's Report

- 181-20 Moved by Cr. Assaf that the following Reports to Council as of June 9, 2020 be accepted as information:
- CAO's Report

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family & Community Support Services Society Meeting – April 18, 2020
- Barrhead & District Family & Community Support Services Annual General Meeting – April 18, 2020

- 182-20 Moved by Cr. Penny that the Minutes to Council be accepted as information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEM**

The following correspondence item was reviewed:

Letter from the Town of Edson, dated May 25, 2020, inviting the Town of Barrhead to participate into the Northwest Alberta Electric Vehicle Charging Network.

- 183-20 Moved by Mayor McKenzie to direct Administration to respond to the letter from the Town of Edson, dated May 25, 2020, inviting the Town of Barrhead to participate into the Northwest Alberta Electric Vehicle Charging Network by advising them that the Town of Barrhead is exploring other options and that Administration will bring back further information to Council.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie commended the Parks and Recreation Department for the Aaron the Blue Heron video.

Cr. Oswald commended the Parks and Recreation Department on how great the Friendship park looks.

**CLOSED SESSION – LAND UPDATE
FOIP ACT SECTION 16(1)**

184-20 Moved by Cr. Kluin that Council go in closed session at 6:53 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

185-20 Moved by Cr. Smith that Council come out of closed session at 7:00 p.m.

CARRIED UNANIMOUSLY

ADJOURN

186-20 Moved by Cr. Smith that the Council Meeting be adjourned at 7:00 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: June 23, 2020

Re: 5:30 p.m. Delegation

1.0 PURPOSE:

Delegation – Ms. Heidi Magus from Barrhead Community Victim Services at 5:30 p.m.

2.0 BACKGROUND AND DISCUSSION:

Ms. Heidi Magus will be meeting with Council to review Barrhead Community Victim Services Annual Report 2019 at 5:30 p.m.

3.0 ALTERNATIVES:

3.1 That Council accepts the presentation from Ms. Heidi Magus from Barrhead Community Victim Services, as information.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

That Council accepts the presentation from Ms. Heidi Magus from Barrhead Community Victim Services, as information.

(Original signed by the CAO)

Edward LeBlanc

CAO



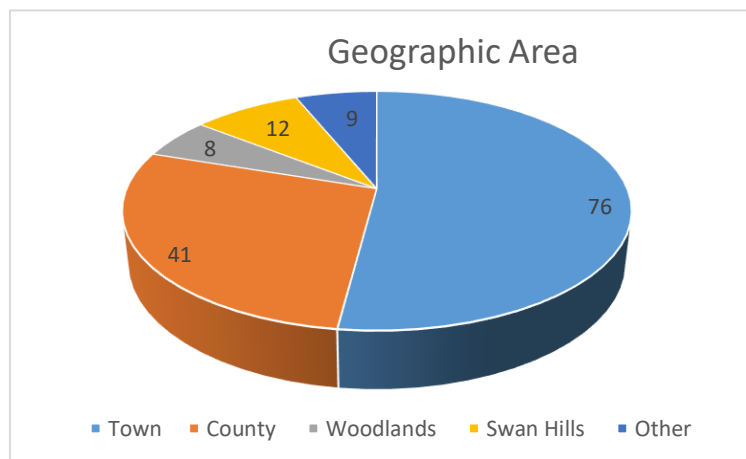
Program Manager's Annual Report 2019



The Barrhead Community Victim Services Unit has seen an increase in numbers for 2019 in activities and files. The following stats are for the reporting fiscal year from January 1, 2019 – December 31, 2019:

The total new files generated for Barrhead Community Victim services in **2019 were 170** which 34 more files than 2018. There was a same amount of Crisis Callouts at 23 for both 2018 and 2019.

The following geographical chart will show where the new files were generated in our communities (this chart will not show the number of VSU declined files or files reopened):



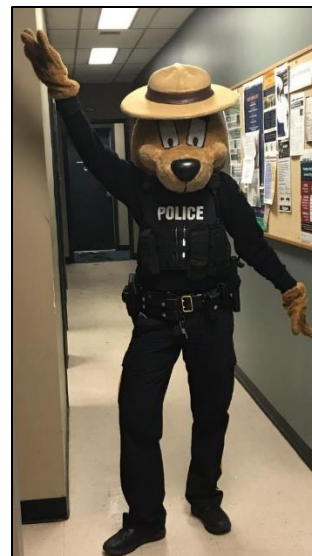
Please note: the Geographic Area is where the incident occurred. This is not a true picture of where the victims are living.

Within those files generated a total on **186 people were served in 2019** with 169 served in 2018. Most of the files are family violence related, assaults, sexual assaults, threats, harassment, thefts / fraud and death notification of next of kin. Some of the duties and responsibilities of the staff and volunteers are at need crisis care, emotional support, court preparation and accompaniment, provide and give information on Victim Impact Statement, Financial Benefits, Restitution forms and the Victim of Crime Protocol Booklet. Another avenue that is utilized on a regular basis are the referrals to our community partners such as: Barrhead Family and Community Support Services (Foodbank, Advocacy and Support, Thrive Program, Counselling), Alberta Health Services Mental Health and Addictions, Sexual Assault Centre of Edmonton, School Counselors, RCMP, School Resource Officer and more. We also work closely together with the Probation and the Crown Prosecutor's office to best streamline and assist with the judicial process. Community Partnership are a vital piece for Victim Services as this creates a holistic approach and lessens the impact on the victim.

Barrhead VSU welcomed the New Year by hiring a part time Client Care Court Support Worker. This position is funded at the Victims of Crime Grant and will aid with the increase of client files and court work. The CCCS Worker is a great addition to our VSU team of Advocates. The position ensures that we have someone to support the client at every court day in Barrhead or in Edmonton at Queen's Bench.



Barrhead VSU had the great honor to host the CFCW Critter's Hockey Team. The CFCW Critters and the RCMP went head to head on the ice for a fundraiser with proceeds going to Barrhead VSU. Just over \$10K was raised to help serve victims of crime and tragedy. Thank you to the CFCW Critters, the RCMP Hockey Team and the public for showing great support.



A yearly tradition since 1993 and a great learning opportunity for Grade 9 students is the Party Program in May. This program is to educate grade 9 junior school students on high risk behavior in school, community, at home and at parties. This was in partnership with Alberta Health Services Additions, the Barrhead Composite High School, Rose Garden Chapel Funeral Home, Ambulance, VSU and Police.



Thanks to great actors from the High School Drama class, a mock drug overdose at the park left one student deceased, one brought to hospital and one left on the scene to watch her classmate overdose on drugs. This very real, but acted out scenario, portrays the dangers of doing drugs and the consequences of this high-risk behavior. In the picture you see a VSU member Tarra supporting one of the student actors in the scenario.

VSU also participated in the Barrhead Make a Connection Night, the Swan Hills Wellness Fair and Swan Hills Registration Night. Again, this is a great way to introduce VSU and interact with the public. Volunteers are crucial part of VSU, these public awareness events are an opportune time to potentially recruit volunteers.

VSU is also represented at: Inter-Agency (Barrhead & Swan Hills), Barrhead Cares, Community Action for Healthy Relationships and the Barrhead Elder Abuse Community Advisory Group. We


continued our relationship with Barrhead Composite High School counselling staff so VSU can go into the school and do court preparation with students that may be victims and are being subpoenaed to court. Over the past couple of years this was a great way to help lessen the stress for young people going to testify in court.

The following are some highlights in 2019:

- ✓ The following training session were attended by Volunteer Advocates and/or Staff: Critical Incident Stress Management, Diverse Voices and Child Advocacy & Resiliency in Alberta.

- ✓ A Kids Court Preparation Kit was in the beginning stages when a beloved Advocate suddenly passed away. This project was something she was excited to see completed. The Kids Court Preparation Kit is housed in 'Raine's Tickle Trunk'. This tool allows VSU to prepare young children or adults with disabilities to testify in court. We address some of their fears, misconceptions, and questions about testify at trial.



- ✓  2019 was a focus on the 'child witness'. Another tool we were able to purchase was a Witness Privacy Screen for the children or teens to testify behind, so they do not have to see their accuser. This Witness Privacy Screen is placed between the accuser and the child before the child enters the court room. This is intended to give the child witness strength to testify without feeling fearful or being intimidated by their accuser.

- ✓ When a child or teen needs the service of Barrhead VSU it's because something traumatic just occurred. To help give some comfort, the child is given a toy or a stuffed animal upon meeting them, court preparation and their court day. Our cupboards were getting bare, so the Barrhead community helped fill our shelves with a toy drive. These toys, gadgets and stuffies will bring a lot of comfort and joy to those young folks during some of their hardest days. Thank you, Barrhead Community.



- ✓ Something new and fun this year was a Halloween cruise with the RCMP. VSU and the Barrhead RCMP drove around Barrhead handing out chocolates and glow sticks to children while they were trick or treating. It was great time to see all the smiles on their faces when the police cars would approach with their lights on. A tradition we will continue in years to come for Barrhead and then adding Swan Hills in 2020.



- ✓ Several fundraisers were held to bring awareness and raise funds for VSU. A special thanks to Barrhead Agricultural Society and the Festival of Trees Committee for the fundraising opportunities: 50/50 Draw for the Derby, during the Rodeo Finals, Festival of Trees Gala.

Barrhead VSU would not be successful without their most valuable assets and gift, their dedicated volunteers. Whether they volunteer as a Victim Advocate, Board Member, or a volunteer for special events these folks is what makes this service so valuable to the community. In 2019, there are 9 people on the Board, 5 Victim Advocates and approximately 25 volunteers that help in other capacity. A special heart felt **'Thank you'** goes to all the volunteers. See Chart below for Volunteer Hours:

Victim Assistance	Debriefing / CISD	Court Prep / Support	Admin	Meetings	Training	On-Call	Public Relations Activities	Fundraising
47.75 Hours	0 Hours	63.5 Hours	42 Hours	92.5 Hours	169 Hours	8760 Hours	12 Hours	207 Hours



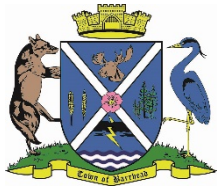
A successful 2019 is contributed to the continuing partnerships and relationships with the Barrhead and Swan Hills RCMP. These Detachments are under the great leadership of Sgt. Bob Dodds in Barrhead and Sgt. Dean Purcka in Swan Hills. A vital component is the strong working relationship with our RCMP Liaison Member Cst. Sarah Williams. All the RCMP members and the support staff in these communities have been a great asset of Barrhead Community Victim Services referral process and our work. The working atmosphere in the detachments are very welcoming, caring and humours. Thank you again to all those in both detachments for your partnerships and support

There continues to be dedicated Volunteer Advocates base in both Barrhead and Swan Hills who serves those people most effect by crime and tragedy. VSU would not be here if it was not for the sacrifice of these wonderful Volunteers and their families. A big thank you to the families of the Advocates as often their loved one is called out during some valuable family time. The Board of Directors have shown great leadership skills, knowledge and support with the business operations of this organization, thank you.

I look forward to another successful year in 2020 as we continue to serve victims of crime and tragedy and building on all our partnerships.

Heidi Magus
Program Manager
Barrhead Community Victim Services





Item No. 7(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 23, 2020

Re: Bank Statement – for month ending May 31, 2020

1.0 Purpose:

To approve the Monthly Bank Statement for the month ended May 31, 2020.

2.0 Background and Discussion:

Not applicable.

3.0 Alternatives:

3.1 For Council approves the Monthly Bank Statement for the month ended May 31, 2020, as presented.

3.2 For Council tables the Monthly Bank Statement for the month ended May 31, 2020 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

9.0 Recommendations

That Council approves the Monthly Bank Statement for the month ended May 31, 2020, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED MAY 31, 2020**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCT	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	62,390.70	5,373,191.23	101,810.28
Receipts	5,201.31	1,420,470.76	
Interest	11.00	3,582.54	
Transfers from/to Term Deposits	0.00	0.00	0.00
Cancelled Cheques	0.00	0.00	
SUBTOTAL	67,603.01	6,797,244.53	101,810.28
Disbursements	0.00	891,063.62	
Debentures/Interest	0.00	0.00	
School Requisition	0.00	0.00	
Transfers from/to General	0.00	0.00	101,810.28
NSF/Returned Cheques or Transfers	0.00	0.00	
Postdated Cheques	0.00	0.00	
NET BALANCE AT END OF MONTH	67,603.01	5,906,180.91	0.00

PER BANK:			
Balance at end of month	67,603.01	5,940,388.76	0.00
Outstanding Deposits	0.00	154,377.21	
SUBTOTAL	67,603.01	6,094,765.97	0.00
Outstanding Cheques	0.00	188,585.06	
NET BALANCE AT END OF MONTH	67,603.01	5,906,180.91	0.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED MAY 31, 2020

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
	<hr/>			
Total	\$ <hr/>			

**COUNCIL REPORTS
AS OF JUNE 23, 2020**

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

APPROVED*June 18, 2020*

**Barrhead & District Family & Community
Support Services Society
Thursday, May 21, 2020
Audit Report, Financial Reports & Regular Board Meeting –9:00 a.m.
VIA Zoom**

Present:

Randy Hindy, Chairperson
Shelly Dewsnap – Executive Director
Carol Lee, Recording Secretary
Jane Wakeford – Vice Chair
John Szwec, Secretary/Treasurer
Leslie Penny Dausen Kluin
Ron Kleinfeldt Vicki Kremp Sally Littke
Marvin Schatz Mark Oberg Sharen Veenstra Shelly Bye

Absent: Marsha Smith**1) Call to Order**

The regular meeting of the Barrhead & District Family & Community Support Services Society was called to order 9:34 a.m. by Chair, Randy Hindy

2) Acceptance of Agenda – Additions/Deletions

22-20 Moved by Ron Kleinfeldt to accept the Agenda with the addition of 6b) Auditor, motion seconded by John Szwec.

Carried

3) Items for Approval**a) Minutes of the regular Board meeting of the Barrhead & District FCSS, April 16, 2020.**

23-20 Moved by Marvin Schatz to accept the minutes of the Regular Board meeting of April 16, 2020, seconded by Jane Wakeford.

Carried

b) Financial Statements

24-20 Moved by Mark Oberg to accept the 80/20 General Account, Community Account and Casino Account Financial Statements for the period ending on April 30, 2020, as presented, seconded by Ron Kleinfeldt.

Carried

4) Staff Presentation: None at this time**5) New Business****a) Bylaws**

Policy committee agrees to meet to discuss recommendations provided by Service Alberta

b) Re-Opening Strategy

25-20 Leslie Penny moved to accept pages 1 and 2 of the circulated FCSS Emergency Policy as Policy. Motion seconded by Sally Littke.

Carried

28-20 John Szwec moved to pay up to \$8,000 to hire additional personnel as OHS assistant to Shelly Dewsnap, motion seconded by Shelly Bye.

Carried

c) Summer Office Hours

26-20 Ron Kleinfeldt moved to close the FCSS Office on Fridays, July and August, 2020.
Motion seconded by Shelly Bye.

Carried

6) Old Business**a) Infectious Disease Policy**

27-20 John Szwec moved to accept the recommendations from the Policy and Procedure Committee regarding Infectious Diseases. Motion seconded by Jane Wakeford.

Carried

7) Items for Information**a) Directors Report****b) Staff Reports****c) 50th Anniversary Mini Celebrations**

FCSS is celebrating the 50th Anniversary by giving away prizes:

Barrhead Family Connections Centre – Gave out gifts for Mother's Day and plan to do prizes for Father's Day

Community Programs – gave Garden Kits out – 50 to County residence, 50 to Town residence and 50 to kids 12 and under

For Senior's Week in June, we will give out 50 'Free' dinner tickets when the Senior's dinners are up and running.

d) Covid-19 Response Grant Update

FCSS successfully received a grant to aid in the Covid-19 Pandemic. The money will be used to hire a Covid Coordinator, for training programs and for travel budget to help isolated people receive groceries, etc.

e) New Horizon for Seniors Grant Update

This grant has been extended for one year as we cannot run the program at this time. The plan to start the New Horizons for Senior's in March 2021.

8) Board Development**a) None at this time****9) Next Meeting:****June 18, 2020****10) Meeting Adjournment**

29-20 John Szwec moved to adjourn the meeting at 10:51 a.m., Mark Oberg seconded the motion.

Carried

The FCSS AGM meeting followed the regular Board Meeting at 11:00 a.m.**Barrhead & District Family & Community Support Services Society Regular
Board Meeting of May 21, 2020****Chairperson****Recording Secretary**



Item No. 11(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 23, 2020

Re: Correspondence Item

Item # 1 Letter from Alberta Municipal Affairs, dated June 10, 2020, regarding the 2020 Gas Tax Fund (GTF) funding allocation for the Town of Barrhead.

Recommendation:

That Council accept the letter from Alberta Municipal Affairs, dated June 10, 2020, regarding the 2020 Gas Tax Fund (GTF) funding allocation for the Town of Barrhead, as information.

(Original signed by the CAO)
Edward LeBlanc
CAO



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton-South West*

AR100068

June 10, 2020

His Worship David McKenzie
Mayor
Town of Barrhead
PO Box 4189
Barrhead AB T7N 1A2

Dear Mayor McKenzie,

In these extraordinarily difficult times, Alberta remains committed to working with the federal government to ensure infrastructure funding continues to flow to Alberta communities. Recognizing the urgency for local government funding and the critical role of communities in the relaunch of the economy, the federal government has recently confirmed that \$244 million will be provided to our province in 2020 under the Gas Tax Fund (GTF).

The 2020 GTF allocation for the Town of Barrhead is \$261,927.

GTF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications/gas-tax-fund-allocations.

Please note that payment of 2020 GTF allocations to municipalities and Metis Settlements is subject to the same conditions as in prior years, including submission of year-end reporting and sufficient project commitment requirements.

I look forward to continuing to work together with you and the federal government to help your community safely restart and stabilize your economy.

Yours very truly,

Kaycee Madu, QC
Minister

cc: Edward LeBlanc, Chief Administrative Officer, Town of Barrhead