

AGENDA
ORGANIZATIONAL MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, OCTOBER 27, 2026, AT 5:30 P.M.
IN THE TOWN OF BARRHEAD TOWN COUNCIL CHAMBERS

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

1. Call to Order
2. Consideration of Agenda (additions – deletions)
3. Deputy Mayor Appointments for 2026 – 2027
4. Regular Council Meeting Standing Calendar 2026-2027
5. Scheduled Department & Agency Delegations (Proposed)
6. Council Appointments to Boards, Committees and Commissions
 - (a) Standing Committees
 - (b) Representatives to Boards, Commissions and Committees
 - (c) Other Appointments
7. Adjournment of Organizational Meeting



Proposed Deputy Mayor Appointments

2026 - 2027

DEPUTY MAYOR APPOINTMENTS

Length		Name of Appointee	Previous Year 205/26
November – December	2026	Cr.	<i>Cr. Oswald</i>
January – February	2027	Cr.	<i>Cr. Smith</i>
March – April	2027	Cr.	<i>Cr. Kluin</i>
May – June	2027	Cr.	<i>Cr. Sawatzky</i>
July – August	2027	Cr.	<i>Cr. Fylyshtan</i>
September – October	2027	Cr.	<i>Cr. Botros</i>



2027 Council Standing Meeting Calendar

January

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Council Meeting

Statutory Holiday

AB Munis Conferences

FCM Conference

2027 DEPARTMENT REPORTS TO COUNCIL

Barrhead & District Social Housing (Annually) Tyler Batdorf, CAO	<ul style="list-style-type: none"> September 14, 2027
Barrhead Public Library (Twice Annually) Lindsey Juke Turnbull, Director	<ul style="list-style-type: none"> February 9, 2027 October 26, 2027
Barrhead Regional Fire Services (Tri-Annually) Gary Hove, Fire Chief	<ul style="list-style-type: none"> February 23, 2027 July 13, 2027 November 9, 2027
Community Futures Yellowhead East (Twice Annually) Michelle Jones, Executive Director	<ul style="list-style-type: none"> April 13, 2027 August 24, 2027
Enforcement Services (Twice Annually) Community Peace Officer	<ul style="list-style-type: none"> January 26, 2027 June 8, 2027
Parks & Recreation (Twice Annually) Director of Parks & Recreation	<ul style="list-style-type: none"> May 11, 2027 November 23, 2027
Pembina Hills School Division (Twice Annually) Raime Drake, Superintendent	<ul style="list-style-type: none"> March 9, 2027 December 14, 2027
PUBLIC WORKS (Twice Annually) Director of Infrastructure/Utilities Manager	<ul style="list-style-type: none"> April 27, 2027 October 12, 2027
RCMP (Twice Annually) Sgt Colin Hack	<ul style="list-style-type: none"> March 23, 2027 Sept 28, 2027

Council Appointments and Representations to Boards, Commissions, & Committees 2025-2026

Name	MANDATE	Meeting Details	Supporting Docs	Council Appointments
Barrhead Accessibility Coalition Helps make Barrhead more accessible and inclusive. This is a local initiative striving towards a fully accessible community		4 th Monday every month @ noon Town Office		Cr. Kluin
Barrhead Attraction & Retention Committee A volunteer committee supporting the attraction and retention of healthcare professionals in the community of Barrhead. Established and supported by the Rural Health Professions Action Plan (RhPAP).		4 rd Thursday every month @ 5pm Barrhead Healthcare Centre	Terms of Reference	Cr. Botros
Barrhead & Area Regional Crime Coalition (BARCC) The Barrhead and Regional Crime Coalition is a regional partnership between the County of Barrhead, the Town of Barrhead, Woodlands County, the RCMP and Barrhead & District Rural Crime Watch Association to address crime. (Barrhead County is Unit of Authority) The purpose of the coalition is to take a collaborative approach to make our communities safer. Through coordinated efforts in education and awareness of crime prevention and reporting suspicious activities, B.A.R.C.C. is taking an active role in reducing crime.	MOU with Alberta Provincial Rural Crime Watch Assoc. & RCMP	3 rd Thursday of every month @ 11:00 a.m. County Office	Terms of Reference	Cr. Kluin
Barrhead & District Social Housing Authority Barrhead & District Social Housing Association effectively and efficiently provides the highest standard of accommodation for residents and tenants while promoting their wellness and independence. Provides oversight to assure Minimum Standards for the Operations of Lodges are met or exceeded. To be consistent with the Alberta Housing Act, Residential Tenancies Act, Social Housing Accommodations Regulations and the Privacy Legislation the Protection for Persons in Care Act, the Management Handbook and the Ministerial Order for the Management Body.	Alberta Housing Act, Residential Tenancies Act, Social Housing Accommodations Regulations	3 th Thursday of every month @ 10:00 a.m. Hillcrest	Ministerial Order No. 027/22	Cr. Smith
Barrhead & District Historical Society Dedicated to collecting, preserving, and showcasing the history and artifacts of Barrhead and the surrounding district. Its core purpose is to protect local heritage, share knowledge, and ensure that future generations appreciate the community's unique past. The society has recently focused on updating its governance, ensuring responsible stewardship of resources and community trust.	N/A	TBD	Board Policy Society Bylaws TOR	Cr. Fylyshtan

Name	MANDATE	Meeting Details	Supporting Docs	Council Appointments
Barrhead Exhibition Association & Agricultural Society To encourage improvement in agriculture and in the quality of life of persons living in an agricultural community by developing programs, services and facilities based on needs in the agricultural community		4 th Tuesday of every month 7:30 p.m./Ag Barn		Cr. Oswald Alt Cr. Sawatzky
Barrhead Regional Airport Committee Bylaw No. 18/81 requires appointment of a maximum of 2 Members of Council from each of the County and Town of Barrhead; and a maximum of 2 Public Members who are leaseholders of a hangar plot at the Barrhead Johnson Airport. The County is the Unit of Authority Term of appointment is set for 1 year.	COB Bylaws 2-2012 and 7-2024	Call of the Chair 2 times/year Typically, evenings	18-90 TOB Bylaw 2011 TOR	Cr. Kluin Cr. Botros
Barrhead Regional Fire Services Committee Town of Barrhead and County of Barrhead provide regional fire protection services to the municipalities requires. 2 Members of Council & 1 Public Member to be appointed from each of the Town and the County. Town is the Unit of Authority	2022 Barrhead Regional Fire Services Agreement 2022	Call of the Chair	TOB Bylaw 02/2021	Cr. Smith Cr. Sawatzky
Barrhead Regional Landfill Committee Established by The Town and Barrhead County pursuant to 2001 mutual agreement maintain, control and manage the Regional Waste Management Facility located in Part SW 3-60-4-W5.	MGA Section 113	2-3 times per year during lunch Town Council Chambers	TOB Bylaw 02/94 COB Bylaw 03/94	Cr. Kluin Cr. Fylyshtan
Barrhead Regional Water Commission Province of Alberta Order in Council #295/2011, dated July 13, 2011, created Barrhead Regional Water Commission Regulation #295/2011 which established the regional services commission. Municipal members of BRWC are County of Barrhead and Town of Barrhead. BRWC Bylaw No. 1 requires the appointment of 2 Council Members from each of the County and the Town, and does not allow for the appointment of Alternates Each municipality would advertise for a member at large and then each Council recommends the appointment to BRWC. The members at large are not supposed to represent the municipality on the commission but the commission does want 1 urban and 1 rural.	Order in Council 295/2011 TOB Bylaw 04-09	Call of the Chair	Bylaw 04-09	Cr. Smith Cr. Oswald Alt. Cr. Fylyshtan

Name	MANDATE	Meeting Details	Supporting Docs	Council Appointments
Capital Region Assessment Services Commission The Commission is an inter-municipal group that pools their resources to provide residential, farmland, commercial and industrial assessment services for numerous communities. The Board reviews and approves the operating budget along with possible amendments to their own bylaws.	MGA 602.9 AB Reg: 77/96 Bylaw 1-21	Call of the Chair 1-2 per year	Business Plan	Cr. Fylyshtan
Chamber of Commerce An integral part of fostering a thriving business community in Barrhead and its surrounding areas. Our mission is to advocate for the growth and prosperity of local businesses, provide networking opportunities, and support initiatives that benefit the overall economic health of our region.		3 rd Thursday @ noon		Cr. Oswald
Community Futures Yellowhead East To promote and assist in the economic development, diversification and stabilization of the Yellowhead East region. Maximum term is 8 years.	Funded by Prairies Ec. Dev. Canada	3 rd Thursday, Monthly @ 1- 3:30pm Whitecourt		Cr. Botros
Family & Community Support Services Society Society Bylaws - Council may appoint a maximum of 2 Members of Council to the FCSS Society Executive Board. If appointed to Finance Committee, it meets at 9:00 am prior to regular board meeting.	FCSS Act TOB Bylaw 04-07	3 rd Thursday, Monthly 9:30 AM/FCSS Board Room	Agreement with FCSS and COB	Cr. Oswald Cr. Fylyshtan
Intermunicipal Collaboration Framework Committee Bylaw 1-2020: The Committee will meet on an as required basis and will develop recommendations to the Councils on all matters of strategic direction and cooperation affecting County and Town residents and ratepayers, except matters where other current operating structures and mechanisms are already in place and operating successfully.	MGA Section 708 Bylaw 1-2020	Call of the CAOs	Bylaw 1-2020	Cr. Sawatzky Cr. Smith Alt. Cr. Kluin
Intermunicipal Relations Committee The Council of the County of Barrhead No. 11 and the Council of the Town of Barrhead recognize the value of ongoing communication between the 2 municipalities and the importance of having a means to discuss matters of mutual interest and both Councils acknowledge that they will continue to leverage the Intermunicipal Collaboration Framework (ICF) Committee as legislated.	Bylaw 07-25	Call of the CAOS, 2x Year		All Council and CAO's

Name	MANDATE	Meeting Details	Supporting Docs	Council Appointments
Library Board A Joint Municipal Library Board oversees the operations and management of the public libraries operating within the municipal boundaries of the Town of Barrhead and the County of Barrhead No. 11. Recommendations for appointments of member-at-large shall be made at a regular joint meeting between the Town of Barrhead and the County of Barrhead No. 11 Councils and the recommendations ratified by their respective Councils	Alberta Libraries Act MOU with Neerlandia Library Society	3 rd Tuesday, Monthly 5:00 p.m. Public Library May be changed to 5:30	TOB Bylaw 4-2012	Cr. Botros
Municipal Planning Commission To review and approve discretionary development permits, as presented by Administration.	MGA Sec 625 TOB Bylaw 09-16	Call of the chair Noon/Council Chambers	Bylaw	Cr. Sawatzky Cr. Oswald Cr. Fylyshtan Alt. Cr. Botros
Subdivision & Development Appeal Board To hear and to render a decision on appeals from an Applicant or an Appellant regarding development permits and subdivision applications.	MGA Sec 627 TOB Bylaw 09/19 TOB Bylaw 10/19	Call of the chair	Bylaws Next appt in 2027 (During Org Meeting)	Cr. Smith
Twinning Committee To support and promote twinning relationships with other parts of the world as supported by the Province of Alberta. - The Town is the unit authority. The Committee approves any new twinning initiatives and is responsible for informing the Town and County Councils on matters relating to twinning activities. The Committee prepares an annual operating budget and forwards it to both the Town and County Councils for review and consideration.	Twinning Mandate	Call of the chair	Committee Mandate	Cr. Botros
Yellowhead Regional Library Board Authorized membership in the Master Membership Agreement for Yellowhead Regional Library established pursuant to the Libraries Act. Requires the appointment of 1 Member of Council with consideration for the appointment of 1 Member of Council as an Alternate.	The Libraries Act Libraries Regulation	Quarterly Call of the Chair Spruce Grove	Membership Agreement Policy Manual	Cr. Botros Alt. Cr. Fylyshtan