



**AGENDA  
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL  
TUESDAY, OCTOBER 14, 2025 AT 5:30 P.M.  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

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

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – September 23, 2025
4. Public Hearings
  - (a) There are no Public Hearings
5. Delegations
  - (a) Emergency Services – Gary Hove, Fire Chief
6. Old Business
7. New Business
  - (a) Waste and Recycling Management Presentation
  - (b) 2026 Twinning Budget
  - (c) 2026 Fire & ERC Budget

8. Reports

- (a) Council Reports

9. Minutes

- (a) Twinning Committee Minutes – June 23, 2025
- (b) Twinning Committee Minutes – September 15, 2025
- (c) Barrhead County Council Minutes – October 7, 2025

10. Bylaw

- (a) Procedural Bylaw Amended 06-2025

11. Correspondence Item

- (a) Communities in Bloom

12. For the Good of Council

13. Tabled Items

14. Closed Session

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, SEPTEMBER 23, 2025  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

|                      |                                                                                                                                                                                                                   |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PRESENT</b>       | Mayor McKenzie, Crs: T. Assaf , D. Kluin, R. Klumph, A. Oswald, Cr. D. Sawatzky, and D. Smith                                                                                                                     |
|                      | Officials: Collin Steffes, CAO; Jennifer Mantay, Director of Corporate Services; Shallon Touet, Director of Parks and Recreation; Sheldon Flett, Director of Public Works; and Jodie Lyons, Municipal Coordinator |
| <b>OTHERS</b>        | Barry Kerton, Barrhead Leader; Brett Cooper, Pembina Hills School Division, Jamie Pollock, Director, and Rob Barone, Associate Executive Director, EMS North Zone – Alberta Health Services                       |
| <b>CALL TO ORDER</b> | Mayor McKenzie called the meeting to order at 5:30 p.m.                                                                                                                                                           |

**AGENDA**

|        |                                                                                                       |
|--------|-------------------------------------------------------------------------------------------------------|
| 284-25 | Moved by Cr. Klumph that the agenda be accepted with an amendment to the Utility Shut Off Policy RFD. |
|--------|-------------------------------------------------------------------------------------------------------|

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Town Council Regular Meeting of September 9, 2025 were reviewed.

|        |                                                                                                                             |
|--------|-----------------------------------------------------------------------------------------------------------------------------|
| 285-25 | Moved by Cr. Assaf that the Minutes of the Town Council Regular Meeting of September 9, 2025, be approved with corrections. |
|--------|-----------------------------------------------------------------------------------------------------------------------------|

CARRIED UNANIMOUSLY

**DELEGATION  
PEMBINA HILLS  
SCHOOL DIVISION**

Mayor McKenzie and Council welcomed Brett Cooper, Superintendent of Schools from the Pembina Hills School Division at 5:32 p.m.

Brett Cooper provided information about the number of schools and students that are within the Division. He shared their priorities for the next three years and the programs available to students including: Indigenous learning, career camps, RAP, work experience, and green certificates. Finally, Mr. Cooper presented a six-stage plan for the Barrhead Composite Modernization project and its current status.

|               |                                                                                                                                     |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>EXITED</b> | Mayor McKenzie and Council thanked Brett Cooper, Superintendent of Schools for his presentation and he exited Chambers at 5:57 p.m. |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------|

|        |                                                                                                          |
|--------|----------------------------------------------------------------------------------------------------------|
| 286-25 | Moved by Cr. Sawatzky that the presentation from Pembina Hills School Division is accepted as presented. |
|--------|----------------------------------------------------------------------------------------------------------|

CARRIED UNANIMOUSLY

**EMS NORTH ZONE  
ALBERTA HEALTH SERVICES**

Mayor McKenzie and Council welcomed Jamie Pollock, Director, and Cale Holmstrom, Operations Manager, EMS North Zone of Alberta Health Services at 5:58 p.m.

Jamie Pollock, Director, and Cale Holmstrom, Operations Manager, EMS North Zone presented to Council information about the reorganization and changes to Emergency Medical Services including: the transfer from Alberta Health Services to Acute Care Alberta, and its renaming to Emergency Health Services established as a provincial health corporation. They presented a snapshot of the future organization of health care in Alberta, and statistics of ambulance activity in the Town and County of Barrhead. Finally, they also provided information on how System Status Management is used for allocating ambulances to provide the best response times.

**EXITED** Mayor McKenzie and Council thanked Jamie Pollock, Director, and Associate from EMS North Zone for their presentation and they exited Chambers at 6:23 p.m.

287-25 Moved by Cr. Assaf that Council accept the presentation from the EMS North Zone of Alberta Health Services.

CARRIED UNANIMOUSLY

**RECESSED**

288-25 Moved by Cr. Assaf that the Council Meeting be recessed at 6:24 p.m.

CARRIED UNANIMOUSLY

**RECONVENED**

289-25 Moved by Cr. Sawatzky that the Council Meeting be reconvened at 6:54 p.m.

CARRIED UNANIMOUSLY

**ENTERED** Shallon Touet, Director of Parks and Recreation entered the Chambers at 6:54 p.m.

**NEW BUSINESS  
FCSS RENTAL FEE  
WAIVER REQUEST**

Shallon Touet, Director of Parks and Recreation presented to Council request from Barrhead & District FCSS to waive the Rotary Room rental fees in support of a weekly Zumba program designed for community seniors (55+).

290-25 Moved by Cr. Smith that Council denies the request from Barrhead & District FCSS to provide an operating grant in the amount of \$1,715.00 to offset the rental costs the rental of the Rotary Room, with the funds to be derived from the Tourism – Grants to Organizations miscellaneous account.

CARRIED UNANIMOUSLY

**EXITED** Shallon Touet, Director of Parks and Recreation exited the Chambers at 7:03 p.m.

**ENTERED** Sheldon Flett, Director of Public Works entered the Chambers at 7:03 p.m.

**BRIDGE CULVERT  
REPLACEMENT WATER  
TREATMENT PLANT**

Sheldon Flett, Public Works Director presented to Council a recommendation to hire SAMENG Inc., from four submitted consultant proposals to provide services to support the replacement of the culvert on the Barrhead Regional Water Commission (BRWC) Road.

291-25 Moved by Cr. Assaf that Council authorize Administration to proceed with Sameng Inc. for the Barrhead Regional Water Commission – Access Road Repair Proposal for Engineering Services in the amount of \$49, 681.00 to be funded from the Water Capital Reserve Budget.

CARRIED UNANIMOUSLY

**EXITED** Sheldon Flett, Director of Public Works exited the Chambers at 7:13 p.m.

**MONTHLY BANK  
STATEMENT TO  
AUGUST 31, 2025**

Jennifer Mantay, Director of Corporate Services presented to Council to accept the Monthly Bank Statement to August 31, 2025.

292-25                      Moved by Oswald that Council grant the request accept the Monthly Bank Statement to August 31, 2025.

CARRIED UNANIMOUSLY

**EXITED**                      Cr. Kluin exited the Chambers at 7:14 p.m.

**REVISED POLICY 41-002  
UTILITY SHUT OFF**

Jennifer Mantay, Director of Corporate Services presented to Council to consider revising Policy 41-002, the Utility Shut-Off Policy

293-25                      Moved by Cr. Sawatzky that Council approve the revised Policy 41-002, Utility Shut-Off.

CARRIED UNANIMOUSLY

**ENTERED**                      Cr. Kluin entered the Chambers at 7:24 p.m.

**BARRHEAD ATTRACTION &  
RETENTION COMMITTEE  
FUNDING REQUEST**

Collin Steffes, CAO presented to Council to consider a request to provide funding to the Barrhead Attraction and Retention Committee for the upcoming event to attract new healthcare professionals to our rural community - October 24-25, 2025.

294-25                      Moved by Cr. Sawatzky that Council approve the request from the Barrhead Attraction and Retention Committee to contribute \$940.00 towards the Saturday evening BBQ event in an effort to attract new healthcare professionals, with funding to come from the Promotion – Appreciation Events account.

CARRIED UNANIMOUSLY

**COUNCIL REPORTS**

The following reports to Council as of September 23, 2025, were reviewed:

- (a) Barrhead & District Historical Society – Cr. Smith
- (b) Barrhead Regional Landfill Authority – Cr. Klumph
- (c) Twinning Committee – Cr. Klumph
- (d) Barrhead Library Board – Cr. Klumph
- (e) Family & Community Support Services Society – Cr. Oswald
- (f) Chamber of Commerce – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald
- (h) Barrhead Cares Coalition – Mayor McKenzie

295-25                      Moved by Cr. Smith that Council accept the following reports to Council as of September 23, 2025:

- (a) Barrhead & District Historical Society – Cr. Smith
- (b) Barrhead Regional Landfill Authority – Cr. Klumph
- (c) Twinning Committee – Cr. Klumph
- (d) Barrhead Library Board – Cr. Klumph
- (e) Family & Community Support Services Society – Cr. Oswald
- (f) Chamber of Commerce – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald
- (h) Barrhead Cares Coalition – Mayor McKenzie

CARRIED UNANIMOUSLY

**MINUTES TO COUNCIL  
COUNTY OF BARRHEAD**

The following Minutes to Council were reviewed:

- County of Barrhead Council Highlights – September 16, 2025

297-25                      Moved by Cr. Kluin that the Minutes to Council be accepted as information and as presented.

- County of Barrhead Council Highlights – September 16, 2025

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

- Cr. Kluin congratulated the cowboys and cowgirls who participated in the Wildrose Rodeo Finals. He commented on how busy the event was.
- Cr. Assaf commended the volunteers and Parks and Recreation staff for their hard work and collaboration working with everyone.

**TABLED ITEM  
ADVANTI PAYROLL  
SOFTWARE APPROVAL**

Jennifer Mantay, Director of Corporate Services presented to seek Council’s approval for adopting Avanti Payroll Software, an enhanced payroll and HR management software.

298-25                      Moved by Cr. Oswald that Council approve the signing of the Avanti Payroll Software three-year contract, at a 2025 operating cost of \$14,535.00.

CARRIED UNANIMOUSLY

**ADJOURN**

299-25                      Moved by Cr. Assaf that the Council Meeting be adjourned at 7:50 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

\_\_\_\_\_  
Mayor, David McKenzie

\_\_\_\_\_  
CAO, Collin Steffes

# COUNCIL DELEGATION REQUEST

|                                                                                                                                                                                                                                                                                                                                 |                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| <b>CONTACT INFO</b>                                                                                                                                                                                                                                                                                                             | <b>CONTACT INFO</b>          |
| Gary Hove                                                                                                                                                                                                                                                                                                                       |                              |
| (NAME)                                                                                                                                                                                                                                                                                                                          | (NAME)                       |
| 780-674-3301                                                                                                                                                                                                                                                                                                                    |                              |
| (TELEPHONE NUMBER)                                                                                                                                                                                                                                                                                                              | (TELEPHONE NUMBER)           |
| Gary.hove@barrhead.ca                                                                                                                                                                                                                                                                                                           |                              |
| (EMAIL ADDRESS)                                                                                                                                                                                                                                                                                                                 | (EMAIL ADDRESS)              |
| <b>MAILING ADDRESS</b>                                                                                                                                                                                                                                                                                                          | <b>MAILING ADDRESS</b>       |
| 4635 – 61 Ave                                                                                                                                                                                                                                                                                                                   |                              |
| (STREET OR BOX ADDRESS)                                                                                                                                                                                                                                                                                                         | (STREET OR BOX ADDRESS)      |
| Barrhead, AB. T7N 1P6                                                                                                                                                                                                                                                                                                           |                              |
| (CITY, ALBERTA, POSTAL CODE)                                                                                                                                                                                                                                                                                                    | (CITY, ALBERTA, POSTAL CODE) |
| <b>REPRESENTING</b>                                                                                                                                                                                                                                                                                                             |                              |
| (BUSINESS, COMMITTEE, GROUP, OR BOARD)                                                                                                                                                                                                                                                                                          |                              |
| Barrhead Fire Services                                                                                                                                                                                                                                                                                                          |                              |
| PLEASE INDICATE THE DATE YOU WISH TO PRESENT TO THE TOWN OF BARRHEAD COUNCIL                                                                                                                                                                                                                                                    |                              |
| <i>Note: In the event of several delegations, please indicated an alternate date or you will be assigned to the next available meeting</i>                                                                                                                                                                                      |                              |
| 14                                                                                                                                                                                                                                                                                                                              | October 2025                 |
| (DAY)                                                                                                                                                                                                                                                                                                                           | (MONTH) (YEAR)               |
| OR                                                                                                                                                                                                                                                                                                                              |                              |
|                                                                                                                                                                                                                                                                                                                                 |                              |
| (DAY)                                                                                                                                                                                                                                                                                                                           | (MONTH) (YEAR)               |
| <b>PURPOSE</b> OF THE DELEGATION IS TO PRESENT THE FOLLOWING: (A COPY OF ALL INFORMATION REGARDING THE TOPIC MUST ACCOMPANY THE APPLICATION)                                                                                                                                                                                    |                              |
| To provide Council with a debrief of last Council meeting's Emergency Health Services presentation and a first-hand account of the operational challenges faced by local first responders under the current ambulance service model.                                                                                            |                              |
| <input checked="" type="checkbox"/> INFORMATION SHARING <input type="checkbox"/> REQUEST FOR ACTION, FUNDS, OR CONSIDERATION. <input type="checkbox"/> OTHER (PROVIDE DETAILS)                                                                                                                                                  |                              |
| HAVE YOU REVIEWED AND UNDERSTAND THE DELEGATION REQUIREMENTS? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> DOES THE DELEGATION REQUIRE SPECIAL EQUIPMENT (POWERPOINT, PROJECTOR, ETC.)? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>                                              |                              |
| IF YES, PLEASE INDICATE WHAT IS REQUIRED:                                                                                                                                                                                                                                                                                       |                              |
| Providing a PowerPoint presentation                                                                                                                                                                                                                                                                                             |                              |
| <i>Please note: Where the subject matter of a delegation pertains to legal matters, personnel, and/or private property issues, the Town of Barrhead reserves the right not to hear such delegations.</i>                                                                                                                        |                              |
| I/WE ACKNOWLEDGE THAT ONLY THE ABOVE MATTER WILL BE DISCUSSED DURING THE DELEGATION.                                                                                                                                                                                                                                            |                              |
| Via Email 09/25/25                                                                                                                                                                                                                                                                                                              |                              |
| SIGNED                                                                                                                                                                                                                                                                                                                          | DATE (MM/DD/YY)              |
| SIGNED                                                                                                                                                                                                                                                                                                                          |                              |
| DATE (MM/DD/YY)                                                                                                                                                                                                                                                                                                                 |                              |
| The personal information collected on this form is to process your delegation to Council. This collection is authorized by Section 4(c) of the Protection of Privacy Act. For questions about the collection of personal information, contact jlyons@barrhead.ca or 780-665-8226 or at 4406 – 62A Avenue, Barrhead, AB. T7N 1A2 |                              |

|                                                                               |                                                                                |                  |
|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------|------------------|
| <b>FOR OFFICE USE ONLY</b>                                                    |                                                                                |                  |
| <input checked="" type="checkbox"/> ADDED TO AGENDA                           | IN CAMERA: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> | REFERRED TO:     |
| OTHER DEPARTMENTS REQUIRED TO BE IN ATTENDANCE?                               |                                                                                |                  |
| APPROVED: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | CAO'S APPROVAL<br>October 4, 2025                                              | MAYOR'S APPROVAL |
| ADDITIONAL COMMENTS/NOTES:                                                    |                                                                                |                  |

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Sheldon Flett, Director of Public Works

**Date:** October 14, 2025

**Re:** Waste Management Update

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**1.0 PURPOSE:**

To present Council with a presentation on the operations of the overall Waste Management Program.

**2.0 BACKGROUND AND DISCUSSION:**

The Town of Barrhead is responsible for providing waste management services to our residents. The four operational areas within our Waste Management Program include, the Regional Landfill, recycle, household special products, and compost. from our residents. In addition to waste, we provide recycle and compost services. Additionally, The Town is named as the Unity of Authority for the Barrhead Regional Landfill Site which includes managing the administrative duties and t daily operations required of the Regional Landfill

**3.0 ALTERNATIVES:**

None required.

**4.0 FINANCIAL IMPLICATIONS:**

No financial implications at this time.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Information for Mayor and Council on the operations and status of the Waste Management Program.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

None.

**8.0 ATTACHMENTS:**

8.1 Waste Management Presentation

**9.0 ADMINISTRATIVE RECOMMENDATION:**

Administration recommends that Council accept the presentation as information, using it as a basis to inform future budget and programming discussions for the Town's overall Waste Management Program.

**10.0 PROPOSED MOTION(S):**

That Council accept the presentation as information.

(original signed by the CAO)  
Collin Steffes  
CAO

# WASTE MANAGEMENT LANDFILL & RECYCLE PROGRAM

Town of Barrhead Council Meeting  
October 14, 2025



# WASTE MANAGEMENT – LANDFILL & RECYCLE PROGRAM

## I. LANDFILL PROGRAM

- A. Current Operation
- B. Master Plan Update
- C. Challenges
- D. New Opportunities

## II. RECYCLE PROGRAM

- A. Current Operation
- B. Extended Producer Responsibility
- C. Building Allocation 300K

## III. HOUSEHOLD SPECIAL PRODUCTS

- A. Current Operation
- B. Challenges
- C. New Opportunities
- D. Annual Round-Up

## IV. COMPOST

- A. Current Operation
- B. Challenges
- C. New Opportunities

## V. FUTURE

- A. Questions
- B. Proposed Opportunities

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## A. LANDFILL OPERATIONS

- Bylaw 3-94
- 2001 Agreement with County of Barrhead
- Unit of Authority
  - *AB Landfill Standards*
  - *Enviro Protection & Enhancement Act*
  - *Waste Control Regulation*
- Provide reporting to government
- Manage daily operations & administer all financial aspects

## **B. MASTER PLAN –LIFESPAN/EXPANSION** (TO BE CONFIRMED UPON COMPLETION OF MASTERPLAN)

- Re-registration is complete
- Requested stormwater pond waste be included in 2003 footprint
- Municipal Solid Waste (MSW) disposal (household waste) 20 + years
- Inert Disposable (Demolition) 3-5 years (If they move it to the north, possibly another 20 + years)
- Landfill Basic Practices requires a scale
- Potential for monitoring loads by drone

## C. CHALLENGES

- Fees & Penalties
  - Low Tipping Fees
  - No fines, No accountability
- Users are not verified
  - Town/County
  - Contractors or Outside residents



## C. CHALLENGES (cont'd)

- Resourcing
  - Lack of security cameras
  - Minimal staff to monitor/inspect loads to prevent contamination
- Tonnage
  - No scale to accurately charge/report or record



## C. CHALLENGES (cont'd)

- Viable & Competitive Fees
- Fee structure is different from other district operations
- No differentiation between types of uses and waste

### BARRHEAD LANDFILL FEE SCHEDULE

| BARRHEAD CATEGORIES  | Fee      |
|----------------------|----------|
| Pick Up Trucks       | \$40.00  |
| Dump Trailers        | \$60.00  |
| Large Trucks 1 ton + | \$70.00  |
| Tandem Trucks        | \$100.00 |
| End Dumps            | \$160.00 |

### OTHER COMMISSIONS

| Westlock Categories | Fee           |
|---------------------|---------------|
| Household           | \$83/tonne    |
| Demolition          | \$93.60/tonne |

| Whitecourt Waste | Resident    | Non-Resident |
|------------------|-------------|--------------|
| Domestic         | \$100/tonne | \$200/tonne  |
| Mixed            | \$200/tonne | \$400/tonne  |
| Demolition       | \$100/tonne | \$200/tonne  |

## C. CHALLENGES (cont'd)

- Annual Tonnage Comparison

| BARRHEAD LANDFILL | Estimated                        |
|-------------------|----------------------------------|
| Household Waste   | 1,800 Tonne                      |
| Demolition        | 5,000 Tonne                      |
| Commercial Waste  | <i>Included in tonnage above</i> |

| WHITECOURT LANDFILL           | Actual       |
|-------------------------------|--------------|
| Household Waste (Residential) | 3,171 Tonne  |
| Demolition                    | 369 Tonne    |
| Commercial Waste              | 13,811 Tonne |

## D. NEW OPPORTUNITIES

- Resident/Contractor ID Cards
- Purchase/Install a Scale
- Update Rates & Fees by weight
- Implement Fines
- Drones

## BENEFITS

- Operational Efficiencies
- Increase Revenue/Cost Recovery
- Minimize Contamination
- Support Environmental Standards/Requirements
- Extend life of landfill by 10+ years

## II. RECYCLE PROGRAM

### A. CURRENT OPERATION

- Cardboard - Household vs Commercial
- Other Recycle Programs
- Blue Bin Program

### B. Update on Extended Producer Responsibility (EPR)

- PPP/HSP
- Logistics, Collection and Processing
- Recycle Education Campaign

### C. Allocation \$300K for Building Relocation



# RECYCLE PROGRAM

## A. CURRENT OPERATIONS

### RESIDENTIAL – Blue Bin Collection

(Plastic, Aluminum, Cardboard & Mixed Paper  
hauled by Side Load Truck)

Managed at Landfill

\$ STEEL  
2024  
\$80/Tonne  
+GST  
TY-STAR  
TRUCKING

TIRES  
No \$\$  
TY-STAR  
TRUCKING

\$ PAINT CANS  
& AEROSOLS  
ARMA  
CLEAN  
HARBORS

OIL/JUG/FILTE  
RS  
\$100 per  
collection  
RECYCLE  
WEST

\$ BATTERIES  
\$0.95/KG  
CALL 2  
RECYCLE

HOUSEHOLD  
SPECIAL  
PRODUCTS  
\$24/DRUM  
EPR

### COMMERCIAL – Yellow Bins

(Cardboard only – hauled by Front Load Truck)

Managed by PW  
Recycle

\$  
CARDBOARD  
OCC  
\$78.00/MT  
ENVIRONMENTAL  
360

\$  
ELECTRONI  
CS  
ARMA  
SHANKED

TOWN OF

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ALBERTA

# RECYCLE PROGRAM

OCTOBER  
2026

## B. EXTENDED PRODUCER RESPONSIBILITIES

### RESIDENTIAL – Blue Bins

|                                                                                                                          |                                                                              |                                                                                                    |                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>\$ RESIDENTIAL OCC</b><br>Included with<br>Commercial collection at<br>Landfill<br><br>ENVIRONMENTAL 360<br>SOLUTIONS | <b>PLASTICS 1-7</b><br><br>Currently, No market We<br>are stock piling bales | <b>\$ ALUMINUM</b><br><br>Included with Steel<br>collection at Landfill<br><br>TY-STAR<br>TRUCKING | <b>\$ MIXED PAPER</b><br><br>Fluctuates with daily<br>market values<br><br>ENVIRONMENTAL 360<br>SOLUTIONS |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|

MANAGED AT LANDFILL

### EPR RECYCLE PROGRAM

**CURBSIDE COLLECTION**  
(for Residential Only)

**SINGLE-USE PRODUCTS, PACKAGING & PAPER  
PRODUCTS**

- \* Mixed Paper
- \* Cardboard
- \* Rigid Plastic
- \* Flexible Plastic
- \* Aluminum
- \*  Glass

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## B. EXTENDED PRODUCER RESPONSIBILITIES (cont'd)

### CHANGES TO RECYCLE - October 2026

#### Products, Packaging & Paper Products (PPP):

- FREE CURBSIDE RECYCLING (residential PPP)
- Eligibility – All Town residents who currently receive Waste Collection
- Seniors' Lodging / Gated Communities are likely be eligible
  - *ie. Klondike Place, Brookside Village, Hillcrest*
- Long-Term facilities considered “commercial” & ineligible for curbside recycling
  - *ie. Hospital, Keir Care, Shepherd's Care*

## B. EXTENDED PRODUCER RESPONSIBILITIES (cont'd)

### NEW ERP PROGRAM:

### WHAT DOES THIS MEAN FOR US?

- Free service for residents / No cost to the Town
- Service, logistics & processing provided by a contracted service
- Minimal involvement from Town of Barrhead
- Town continues commercial cardboard collection
- Blue Bins Discontinued
- Side-load recycle truck discontinued and sold

## C. \$300K – NEW RECYCLE BUILDING

- Re-allocate partial funding
- Focus on areas experiencing challenges
- Funding to remain in existing capital reserves and MSI Capital



### III. HOUSEHOLD SPECIAL PRODUCTS

#### A. CURRENT OPERATION – (HSP)

- *Previously known as Household Hazardous Waste (HHW)*
- Residents to take items to Landfill
- Stored in plastic drums
- Shipped out during Annual Round-Up

## HOUSEHOLD SPECIAL PRODUCTS

### A. CURRENT OPERATION – (HSP)

CONSUMER-SIZED SOLIDS, LIQUIDS, & GASEOUS  
(Flammable, corrosive, or toxic)



- Consumer-sized products with size limitations
- Corrosive solid or liquid products & container
- Flammable solid or liquid products & containers except gasoline
- Corrosive, flammable or toxic gaseous products & pressurized containers
- Household Pesticides
- Single-use or rechargeable Batteries

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## B. CHALLENGES

- People are mixing with household garbage, versus taking to be recycled at landfill

Results in:

- Contamination of cells
- Greater chance of landfill fires
- Possible Contamination of groundwater which could result in fines from AB Environment
- Landfill is filling up with unnecessary waste
- Town is losing funding opportunities from these items

## C. NEW OPPORTUNITIES

- Town will be able to claim part of the cost back for recycling these items
- Life of landfill may be extended
- Educating residents may lead to a cleaner environment, with less contamination of groundwater
- Under the EPR program, process continues but items are collected and Town is reimbursed **\$24** per drum.



D. ANNUAL RECYCLE ROUNDUP – 2025 STATS

- 1 Saturday in June
- 2 Full time Recycle staff
- 3 Summer Students - 4-5 hours
- 121 Attendees (92 Town/29 County Residents)

|                   | COST         | Reimbursed                                 | Actual Cost |
|-------------------|--------------|--------------------------------------------|-------------|
| Clean Harbors     | \$ 16,773.62 | \$ 1,394.50<br>(oil reclamation & filters) | \$15,379.12 |
| Advertising Costs | \$ 2,685.41  | \$ 2,685.41                                | \$0         |
| Total Reimbursed  |              | \$4,079.91                                 |             |

## IV. COMPOST

### A. CURRENT OPERATIONS

- Unmanned Compost area East of Fire Hall
- Open 24 hours/7 days
- Accepts grass, garden compost, tree branches
- Public Works hauls from April to October
  - 15-25 loads per week / 2-3 trucks and 1 loader
- Compost is used for cover on household cell at landfill
- Branches are moved to the Landfill burn pile

## B. CHALLENGES

- Safety – residents continue to use facility while workers are loading and hauling compost away.
- No security - Landfill trash is dumped at site
- Difficult to enforce users
  - Contractors,
  - County residents vs. Town residents



## C. NEW OPPORTUNITIES

- Fence compound, only open during business hours
- Security cameras

## V. FUTURE OUTLOOK

FUTURE

### A. QUESTIONS

1. Is it feasible to hire for surveillance of Recycle, Compost, Landfill to upgrade security?
2. Should we use a portion of the \$300k to address our questions/challenges/opportunities?
  - Purchase Scale for weighing garbage?
  - Residents/Contractor Cards?
  - Surveillance/Security upgrade at Recycle, Compost, Landfill?
  - Hire a Waste/Recycle Program Manager to look after all aspects of Recycle and Landfill?
  - Curbside collection for Compost?

TOWN OF

**BARRHEAD**

ALBERTA

## B. CONTEMPLATED OPPORTUNITIES

- Waste Management upgrades could be subsidized by revenue from potential process improvements such as:
  - Resident and contractor user cards
  - Fines for non-compliant loads
  - Separating additional speciality items from landfill (fluorescent bulbs)
- Convert Blue bin area to a drop off for recyclables like tires/electronics
- Move all recycle programs under one umbrella



*ULTIMATELY, WOULD THE FOUR WASTE MANAGEMENT PROGRAMS BENEFIT BY OPERATING UNDER ONE CONSOLIDATED OPERATIONS MODEL?*

**THANK YOU**  
COMMENTS?  
QUESTIONS?



# REQUEST FOR DECISION

**To:** Town Council

**From:** Jennifer Mantay, Director of Corporate Services

**Date:** October 14, 2025

**Re:** Barrhead & District Twinning Committee – 2026 Operating Budget and 2027 to 2029 Operating Plan

---

**1.0 PURPOSE:**

For Council to approve the Barrhead & District Twinning Committee's 2026 Operating Budgets and 2027 to 2029 Operating Plan.

**2.0 BACKGROUND AND DISCUSSION:**

During the September 15, 2025, Barrhead and District Twinning Committee meeting, the Committee reviewed the proposed 2026 Operating Budget and the 2027 to 2029 Operating Plan.

The Committee passed the following motions:

*Moved by Cheryl Callihoo that the budget be approved as presented and recommended to Council for consideration.*

*Carried Unanimously*

**3.0 ALTERNATIVES:**

3.1 Council instructs the Barrhead and District Twinning Committee to provide further information on the proposed 2026 Operating Budget and/or 2027 to 2029 Operating Plan and to bring back the information to a future Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The Committee's financial request will have an impact of \$4,050.00 to the Town's overall 2026 Operating Budget (a decrease of \$300.00 or 7.4% 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:**

To ensure the Barrhead and District Twinning Committee has a sufficient operational budget to meet their obligations in 2026.

**8.0 ATTACHMENTS:**

1. 2026 Barrhead and District Twinning Committee Operating Budget
2. 2027 – 2029 Barrhead & District Twinning Committee Operating Plan

**9.0 ADMINISTRATIVE RECOMMENDATIONS:**

- a) Administration recommends that Council approve the Barrhead and District Twinning Committee Operating Budget with expenditures in the amount of \$8,100.00, with each municipality contributing \$4,050.00, as presented and recommended by the Barrhead and District Twinning Committee.
- b) Administration recommends that Council approve the Barrhead & District Twinning Committee 2027 to 2029 Operating Plan, as presented and recommended by the Barrhead & District Twinning Committee.

**10.0 PROPOSED MOTION:**

- a) That Council approve the Barrhead and District Twinning Committee Operating Budget with expenditures in the amount of \$8,100.00, with each municipality contributing \$4,050.00, as presented and recommended by the Barrhead and District Twinning Committee.
- b) That Council approve the Barrhead & District Twinning Committee 2027 to 2029 Operating Plan, as presented and recommended by the Barrhead & District Twinning Committee.

(Original signed by the CAO)  
Collin Steffes  
CAO

|    | A                                                               | B              | C                 | D           | E                         |
|----|-----------------------------------------------------------------|----------------|-------------------|-------------|---------------------------|
| 1  | Barrhead & District Twinning Committee<br>2026 Operating Budget |                |                   |             |                           |
| 2  |                                                                 |                |                   |             |                           |
| 3  | Approved by Committee: September 15, 2025                       |                |                   |             |                           |
| 4  |                                                                 | 2025<br>BUDGET | 2025<br>PROJECTED | 2026 BUDGET | 2026 COMMENTS             |
| 5  |                                                                 |                |                   |             |                           |
| 6  | <b><u>OPERATING REVENUES</u></b>                                |                |                   |             |                           |
| 7  | General Revenue                                                 | -              | -                 | -           |                           |
| 8  | Municipal Contribution (Town)                                   | (4,350)        | (1,475)           | (4,050)     |                           |
| 9  | Municipal Contribution (County)                                 | (4,350)        | (1,475)           | (4,050)     |                           |
| 10 | <b>TOTAL TWINNING OPERATING REVENUES</b>                        | (8,700)        | (2,950)           | (8,100)     |                           |
| 11 |                                                                 |                |                   |             |                           |
| 12 | <b><u>OPERATING EXPENSES</u></b>                                |                |                   |             |                           |
| 13 | Conference Fees/Memberships                                     | 1,200          | 700               | 1,200       |                           |
| 14 | Postage                                                         | 100            | 50                | 100         |                           |
| 15 | Advertising                                                     | 500            | -                 | 500         |                           |
| 16 | Meeting Expense                                                 | 1,000          | 100               | 300         |                           |
| 17 | Promotion/Gifts                                                 | 1,000          | 300               | 1,000       |                           |
| 18 | Delegations & Miscellaneous Activities                          | 3,000          | 1,800             | 4,000       | Delegation to Japan       |
| 19 | Miscellaneous/Japanese Garden                                   | 700            | -                 | 500         | (Library, School Rebuild) |
| 20 | Mileage/Rentals                                                 | 1,200          | -                 | 500         |                           |
| 21 | <b>TOTAL TWINNING OPERATING EXPENDITURES</b>                    | 8,700          | 2,950             | 8,100       |                           |
| 22 |                                                                 |                |                   |             |                           |
| 23 |                                                                 |                |                   |             |                           |
| 24 |                                                                 |                |                   |             | .                         |

|    | A                                                                                 | B                | C                        | D                | E                        | F                | G                        |
|----|-----------------------------------------------------------------------------------|------------------|--------------------------|------------------|--------------------------|------------------|--------------------------|
| 1  | <b>Barrhead &amp; District Twinning Committee<br/>2027 to 2029 Operating Plan</b> |                  |                          |                  |                          |                  |                          |
| 2  |                                                                                   |                  |                          |                  |                          |                  |                          |
| 3  | Approved by Committee: September 15, 2025                                         |                  |                          |                  |                          |                  |                          |
| 4  |                                                                                   | <b>2027 PLAN</b> | <b>2027<br/>COMMENTS</b> | <b>2028 PLAN</b> | <b>2028<br/>COMMENTS</b> | <b>2029 PLAN</b> | <b>2029<br/>COMMENTS</b> |
| 5  | <b>OPERATING REVENUES</b>                                                         |                  |                          |                  |                          |                  |                          |
| 6  | General Revenue                                                                   | -                |                          | -                |                          | -                |                          |
| 7  | Municipal Contribution (Town)                                                     | (5,560)          |                          | (3,670)          |                          | (3,680)          |                          |
| 8  | Municipal Contribution (County)                                                   | (5,560)          |                          | (3,670)          |                          | (3,680)          |                          |
| 9  | <b>TOTAL TWINNING OPERATING REVENUES</b>                                          | (11,120)         |                          | (7,340)          |                          | (7,360)          |                          |
| 10 |                                                                                   |                  |                          |                  |                          |                  |                          |
| 11 | <b>OPERATING EXPENSES</b>                                                         |                  |                          |                  |                          |                  |                          |
| 12 | Conference Fees/Memberships                                                       | 5,000            | Host Conference          | 1,200            |                          | 1,200            |                          |
| 13 | Postage                                                                           | 100              |                          | 100              |                          | 100              |                          |
| 14 | Advertising                                                                       | 500              |                          | 500              |                          | 500              |                          |
| 15 | Meeting Expense                                                                   | 1,000            |                          | 1,000            |                          | 1,000            |                          |
| 16 | Promotion/Gifts                                                                   | 500              |                          | 500              |                          | 500              |                          |
| 17 | Delegation & Miscellaneous Activities                                             | 3,000            |                          | 3,000            |                          | 3,000            |                          |
| 18 | Miscellaneous/Japanese Garden                                                     | 520              |                          | 540              |                          | 560              |                          |
| 19 | Mileage/Rentals                                                                   | 500              |                          | 500              |                          | 500              |                          |
| 20 | <b>TOTAL TWINNING OPERATING EXPENDITURES</b>                                      | 11,120           |                          | 7,340            |                          | 7,360            |                          |

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Jennifer Mantay, Director of Corporate Services

**Date:** October 14, 2025

**Re:** Barrhead Regional Fire Services and Emergency Response Centre 2026 Budgets

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## 1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services (BRFS) and Emergency Response Centre Committee's 2026 Operating Budgets, 2027 to 2029 Operating Plans, 2026 Capital Budgets and 10 Year Capital Plan.

## 2.0 **BACKGROUND AND DISCUSSION:**

During the October 8, 2025, Barrhead Regional Fire Services Committee meeting, the Committee reviewed the 2026 Fire and ERC Operating Budgets, the 2027 to 2029 Fire and ERC Operating Plans, the 2026 Fire and ERC Capital Budgets and the Fire and ERC 10 Year Capital Plan.

The Committee passed the following motions:

03-25            Moved by Ivan Kusal that the Barrhead Regional Fire Services proposed 2026 Regional Fire Operating Budget be accepted as amended in the amount of \$1,047,220.00, and be recommended for approval to both the Town Council and County Council.

CARRIED UNANIMOUSLY

04-25            Moved by Ross Pentney that the Barrhead Regional Fire Services 2027-2029 Proposed Operating Plan be accepted as amended, in the amounts of:

- 2027 - \$1,046,380.00
- 2028 - \$1,091,010.00
- 2029 - \$1,091,890.00

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

CARRIED UNANIMOUSLY

05-25 Moved by Cr. Assaf that the Barrhead Regional Fire Services Proposed 2026 Capital Budget be accepted in the amount of \$16,000.00 and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

07-25 Moved by Cr. Schatz that the Proposed 2026 Emergency Response Centre Operating Budget be accepted in the amount of \$56,900.00 and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

08-25 Moved by Cr. Schatz that the Proposed Emergency Response Centre 2027-2029 Operating Plan, be approved in the amounts of:

- 2027 - \$58,640.00
- 2028 - \$60,500.00
- 2029 - \$62,400.00

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

CARRIED UNANIMOUSLY

09-25 Moved by Cr. Assaf that the Proposed 2026 Emergency Response Centre Capital Budget be accepted in the amount of \$31,900.00 and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

11-25 Moved by Ross Pentney that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be amended and recommended for approval to both the Town Council and County Council.

CARRIED UNANIMOUSLY

### **3.0 ALTERNATIVES:**

3.1 Council instructs the Barrhead Regional Fire Services Committee to provide further information on the proposed 2026 Operating Budgets, 2027 to 2029 Operating Plans, 2026 Capital Budgets and/or 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 on the Town's overall 2026 operating budget, as outlined below:

- Barrhead Regional Fire Services Operating Contribution: \$350,180.00 (an increase of \$38,010.00 or 12.2% over 2025)
- Barrhead Regional Fire Services Capital Contribution: \$8,000.00
- Emergency Response Centre Operating Contribution: \$28,450.00 (a decrease of \$250.00 or 0.9% from 2025)
- Emergency Response Centre Capital Contribution: \$13,450.00

#### **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Limited to the operations of the Barrhead Regional Fire Services and Emergency Response Centre.

#### **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 2026 fiscal year.

#### **8.0 ATTACHMENTS:**

1. The Barrhead Regional Fire Services 2026 Operating Budget
2. The Barrhead Regional Fire Services 2027 – 2029 Fire Operating Plan
3. The Barrhead Regional Fire Services 2026 Fire Capital Budget
4. The Emergency Response Centre 2026 Operating Budget
5. The Emergency Response Centre 2027 – 2029 ERC Operating Plan
6. The Emergency Response Centre 2026 ERC Capital Budget
7. The Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan

#### **9.0 ADMINISTRATIVE RECOMMENDATIONS:**

a) Administration recommends that Council approve the following:

- i. Proposed 2026 BRFS Operating Budget in the amount of \$1,047,220.00, with a financial contribution of \$350,180.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- ii. Proposed 2027-2029 BRFS Operating Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

- iii. Proposed 2026 BRFS Capital Budget in the amount of \$16,000.00, with a financial contribution of \$8,000.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- iv. The Emergency Response Center Operating Budget in the amount of \$ 56,900.00 with a financial contribution of \$28,450.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- v. The Barrhead Regional Fire Services' Emergency Response Center proposed 2027-2029 Operating Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- vi. The Emergency Response Centre proposed 2026 Capital Budget in the amount of \$31,900.00 with \$13,450.00 contribution from both the Town of Barrhead and County of Barrhead as presented and recommended by the Barrhead Regional Fire Services Committee.
- vii. The BRFS and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

**10.0 PROPOSED MOTIONS:**

- a) That Council approves the Barrhead Regional Fire Services proposed 2026 Operating Budget in the amount of \$1,047,220.00, with a financial contribution of \$350,180.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- b) That Council approves the Barrhead Regional Fire Services proposed 2027-2029 Operating Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- c) That Council approves the Barrhead Regional Fire Services proposed 2026 Capital Budget in the amount of \$16,000.00, with a financial contribution of \$8,000.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- d) That Council approves the Emergency Response Center Operating Budget in the amount of \$ 56,900.00 with a financial contribution of \$28,450.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.

- e) That Council approves the Barrhead Regional Fire Services' Emergency Response Center proposed 2027-2029 Operating Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- f) That Council approves the Emergency Response Centre proposed 2026 Capital Budget in the amount of \$31,900.00 with \$13,450.00 contribution from both the Town of Barrhead and County of Barrhead 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)  
Collin Steffes  
CAO

|    | C                                                                | D           | E                       | F                 | G                       | H                        | I                                                                                                                              |
|----|------------------------------------------------------------------|-------------|-------------------------|-------------------|-------------------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES<br/>2026 OPERATING BUDGET</b> |             |                         |                   |                         |                          |                                                                                                                                |
| 2  |                                                                  |             |                         |                   |                         |                          |                                                                                                                                |
| 3  | Approved by Committee: October 8, 2025                           |             |                         |                   |                         |                          |                                                                                                                                |
| 4  |                                                                  | 2025 Budget | 2025 YTD TO<br>OCT 1/25 | 2025<br>PROJECTED | Proposed<br>2026 Budget | Budget Diff<br>2025/2026 | 2026 Comments                                                                                                                  |
| 5  | <b><u>FIRE REVENUES</u></b>                                      |             |                         |                   |                         |                          |                                                                                                                                |
| 6  | 1-141000 - Sale of Goods & Services                              | 150         | -                       | 150.00            | 150                     | -                        | Normal 150                                                                                                                     |
| 7  | 1-141013 - Mutual Aid Fees                                       | 2,750       | 2,750.00                | 2,750.00          | 2,750                   | -                        | Birch Cove - 2,750 (2025 to 2026 - 2,750, 2021 to 2024 - 2,500, was 2,000 prior to that)                                       |
| 8  | 1-141014 - Fire Fighting Fees - Other                            | 1,500       | 229,999.10              | 230,000.00        | 1,500                   | -                        | Other Fire Fighting, Mutual Aid, In 2025 BFS assisted Swan Hills and Red Earth with wildfires                                  |
| 9  | 1-141018 - Rescue Services                                       | 50,000      | 57,030.75               | 60,000.00         | 60,000                  | 10,000                   | MVA/Rescues                                                                                                                    |
| 10 | 1-159000 - Revenues From Own Source                              | 11,000      | 11,310.01               | 12,000.00         | 12,000                  | 1,000                    | Includes MFR funding approx \$11,000                                                                                           |
| 11 | 1-159001 - Reimbursements                                        | 1,000       | 1,405.00                | 1,410.00          | 1,400                   | 400                      | WCB Rebate, Grizzly Trail Reimbs, etc.                                                                                         |
| 12 | 1-185000 - County - Fire Fighting Fees                           | 170,000     | 66,324.77               | 100,000.00        | 150,000                 | (20,000)                 | Fire Fighting responses/costs billed to municipality                                                                           |
| 13 | 1-185002 - Operational Contribution - County                     | 312,170     | 156,085.00              | 366,758.00        | 350,180                 | 38,010                   |                                                                                                                                |
| 14 | 1-185003 - Town - Fire Fighting Fees                             | 25,000      | 15,236.25               | 25,000.00         | 25,000                  | -                        | Fire Fighting responses/costs billed to municipality                                                                           |
| 15 | 1-185004 - Town - Dispatch                                       | 10,300      | 5,175.40                | 10,350.00         | 10,580                  | 280                      | Town portion of dispatch                                                                                                       |
| 16 | 1-185005 - Operational Contribution - Town                       | 312,170     | 156,085.00              | 366,759.00        | 350,180                 | 38,010                   | 50% remaining deficit - Operational Costs                                                                                      |
| 17 | 1-185006 - County - Ambulance Assists                            | 25,000      | 23,100.00               | 25,000.00         | 25,000                  | -                        |                                                                                                                                |
| 18 | 1-185007 - Town - Ambulance Assists                              | 28,000      | 24,475.00               | 30,000.00         | 30,000                  | 2,000                    |                                                                                                                                |
| 19 | 1-185008 - County - Guardian/Dispatch                            | 27,250      | 13,811.28               | 27,680.00         | 28,480                  | 1,230                    | County portion guardian fees, mileage, dispatch, hired equip.                                                                  |
| 20 |                                                                  | 976,290     | 762,787.56              | 1,257,857.00      | 1,047,220               | 70,930                   |                                                                                                                                |
| 21 |                                                                  |             |                         |                   |                         |                          |                                                                                                                                |
| 22 |                                                                  | 2025 Budget | 2025 YTD TO<br>OCT 1/25 | 2025<br>PROJECTED | Proposed<br>2026 Budget | Budget Diff<br>2025/2026 | 2026 Comments                                                                                                                  |
| 23 | <b><u>FIRE EXPENSES</u></b>                                      |             |                         |                   |                         |                          |                                                                                                                                |
| 24 | 2-211000 - Salaries                                              | 313,050     | 252,847.58              | 325,000.00        | 325,950                 | 12,900                   | Includes 1.5% COLA, Merit                                                                                                      |
| 25 | 2-213001 - AUMA Fire Fighter Insurance Benefits                  | 1,500       | 1,480.00                | 1,480.00          | 1,500                   | -                        |                                                                                                                                |
| 26 | 2-213100 - Local Authorities Pension P                           | 30,070      | 23,025.71               | 29,950.00         | 31,220                  | 1,150                    |                                                                                                                                |
| 27 | 2-213200 - Canada Pension Plan                                   | 15,000      | 18,438.86               | 25,000.00         | 22,200                  | 7,200                    |                                                                                                                                |
| 28 | 2-213300 - Employment Insurance                                  | 8,300       | 7,527.36                | 10,500.00         | 9,660                   | 1,360                    |                                                                                                                                |
| 29 | 2-213500 - AUMA Benefits                                         | 23,510      | 15,704.05               | 20,460.00         | 21,500                  | (2,010)                  | FT Benefits plus EAP for Firefighters                                                                                          |
| 30 | 2-213600 - Workers Compensation                                  | 8,500       | 8,608.82                | 12,400.00         | 10,000                  | 1,500                    | Higher salaries for past 2 years due to provincial fires, has an effect on WCB                                                 |
| 31 | 2-214800 - Training & Development                                | 35,000      | 2,003.88                | 20,000.00         | 26,000                  | (9,000)                  | Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level). |

|    | C                                                                | D           | E                       | F                 | G                       | H                        | I                                                                                                                                                                                                                                        |
|----|------------------------------------------------------------------|-------------|-------------------------|-------------------|-------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES<br/>2026 OPERATING BUDGET</b> |             |                         |                   |                         |                          |                                                                                                                                                                                                                                          |
| 2  |                                                                  |             |                         |                   |                         |                          |                                                                                                                                                                                                                                          |
| 3  | Approved by Committee: October 8, 2025                           |             |                         |                   |                         |                          |                                                                                                                                                                                                                                          |
| 4  |                                                                  | 2025 Budget | 2025 YTD TO<br>OCT 1/25 | 2025<br>PROJECTED | Proposed<br>2026 Budget | Budget Diff<br>2025/2026 | 2026 Comments                                                                                                                                                                                                                            |
| 32 | 2-215900 - Firefighters Salaries                                 | 210,250     | 217,835.52              | 350,000.00        | 242,250                 | 32,000                   | Fire Fighter Fees and minimum hours - 213,150 (Fire Fighter Fee Pay Schedule increased 1.5%), Practice and Meetings, Standby Summer, Year Round Standby Additional Weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600 |
| 33 | 2-215902 - Guardians                                             | 7,000       | 4,323.66                | 7,000.00          | 7,000                   | -                        |                                                                                                                                                                                                                                          |
| 34 | 2-221100 - Travel & Subsistence                                  | 8,000       | 2,336.00                | 8,000.00          | 28,000                  | 20,000                   | Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFDIC Conference - 20,000                                                                                                                                                                 |
| 35 | 2-221110 - Mileage/Internet (Guardians) - County                 | 6,500       | 5,952.90                | 7,000.00          | 7,000                   | 500                      |                                                                                                                                                                                                                                          |
| 36 | 2-221400 - Memberships                                           | 1,200       | 500.00                  | 800.00            | 900                     | (300)                    | AB Fire Chiefs Membership (2) - 400, Misc - 500                                                                                                                                                                                          |
| 37 | 2-221500 - Freight                                               | 250         | 25.81                   | 250.00            | 250                     | -                        |                                                                                                                                                                                                                                          |
| 38 | 2-221600 - Postage                                               | 400         | 353.12                  | 400.00            | 480                     | 80                       |                                                                                                                                                                                                                                          |
| 39 | 2-221700 - Telephone, Internet, Cable                            | 8,000       | 4,810.75                | 7,000.00          | 8,000                   | -                        | Phones, fax, Internet, cells                                                                                                                                                                                                             |
| 40 | 2-222000 - Advertising/Subscriptions                             | 750         | -                       | 750.00            | 750                     | -                        |                                                                                                                                                                                                                                          |
| 41 | 2-223200 - Legal/Prof. Fees                                      | 4,000       | -                       | -                 | 4,000                   | -                        |                                                                                                                                                                                                                                          |
| 42 | 2-223600 - Town Dispatch Contract                                | 10,300      | 5,175.40                | 10,350.00         | 10,580                  | 280                      | 4,580 @ 2.31/capita in 2026                                                                                                                                                                                                              |
| 43 | 2-223601 - County Dispatch Contract                              | 13,750      | 6,837.64                | 13,680.00         | 13,980                  | 230                      | 6,051 @ 2.31/capita in 2026                                                                                                                                                                                                              |
| 44 | 2-224001 - IT Maintenance, Materials                             | 20,860      | 8,389.86                | 20,860.00         | 17,510                  | (3,350)                  | Internet Upgrades and monthly costs - 4,000, Monthly Subscriptions - 2,660, Fire Pro - 3,300, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus - 6,350                                                       |
| 45 | 2-225300 - Equipment Maintenance                                 | 3,500       | 793.85                  | 1,500.00          | 3,500                   | -                        |                                                                                                                                                                                                                                          |
| 46 | 2-225304 - 2015 Hazmat Trailer                                   | 100         | -                       | -                 | 100                     | -                        | Normal - 100                                                                                                                                                                                                                             |
| 47 | 2-225501 - 1950 Mercury Fire Truck                               | 100         | -                       | -                 | 100                     | -                        | Normal - 100                                                                                                                                                                                                                             |
| 48 | 2-225505 - 2014 Kenworth Water Tender                            | 2,000       | 4,432.16                | 6,000.00          | 5,000                   | 3,000                    | Normal - 5,000 (2025 included alarm repairs and chute seal)                                                                                                                                                                              |
| 49 | 2-225506 - 2007 Pierce Platform Tower 6                          | 11,900      | 6,940.09                | 10,000.00         | 11,900                  | -                        | Normal - 5,400, Pump Test - 1,500, Aerial Testing - 5,000                                                                                                                                                                                |
| 50 | 2-225507 - 2020 Rapid Attack Truck (RAT)                         | 1,000       | 780.92                  | 1,000.00          | 1,000                   | -                        | Normal - 1,000                                                                                                                                                                                                                           |
| 51 | 2-225508 - 2011 Freightliner Fire Truck                          | 4,000       | 4,136.11                | 4,500.00          | 4,000                   | -                        | Normal - 4,000 (2025 included brake repairs)                                                                                                                                                                                             |
| 52 | 2-225509 - 2012 Polaris 6 X 6, Trailer                           | 2,500       | -                       | 1,000.00          | 2,500                   | -                        | Normal - 2,500                                                                                                                                                                                                                           |
| 53 | 2-225511 - 2019 Dodge                                            | 3,000       | 2,782.34                | 3,000.00          | 3,000                   | -                        | Normal - 3,000                                                                                                                                                                                                                           |

|    | C                                                                | D           | E                       | F                 | G                       | H                        | I                                                                                                                       |
|----|------------------------------------------------------------------|-------------|-------------------------|-------------------|-------------------------|--------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES<br/>2026 OPERATING BUDGET</b> |             |                         |                   |                         |                          |                                                                                                                         |
| 2  |                                                                  |             |                         |                   |                         |                          |                                                                                                                         |
| 3  | Approved by Committee: October 8, 2025                           |             |                         |                   |                         |                          |                                                                                                                         |
| 4  |                                                                  | 2025 Budget | 2025 YTD TO<br>OCT 1/25 | 2025<br>PROJECTED | Proposed<br>2026 Budget | Budget Diff<br>2025/2026 | 2026 Comments                                                                                                           |
| 54 | 2-225512 - 2024 Chevrolet Silverado 1 Ton                        | 3,000       | 3,931.66                | 4,000.00          | 3,000                   | -                        | Normal - 3,000 (2025 included new tires and air bag suspension)                                                         |
| 55 | 2-225533 - 2006 Freightliner M2Truck                             | 1,500       | 432.95                  | 1,500.00          | 1,500                   | -                        | County to decide what is happening with this truck                                                                      |
| 56 | 2-225533 - 2025 Rosenbauer                                       | 2,000       | -                       | -                 | 3,000                   | 1,000                    | Normal - 1,500, Pump Testing - 1,500                                                                                    |
| 57 | 2-225534 - 2008 Freightliner Tanker                              | 2,500       | 3,407.17                | 5,000.00          | 5,000                   | 2,500                    | Normal - 5,000                                                                                                          |
| 58 | 2-225537 - 2021 Fort Garry Fire Engine                           | 4,000       | 12,920.27               | 14,000.00         | 6,500                   | 2,500                    | Normal - 5,000, Pump Testing - 1,500 (2025 included Supervac Fan, Mister & Mount, offset by revenue from Grizzly Trail) |
| 59 | 2-225900 - Contracted Services                                   | 15,000      | -                       | 15,000.00         | 15,000                  | -                        |                                                                                                                         |
| 60 | 2-226301 - Hired Equipment                                       | 500         | 1,225.00                | 1,500.00          | 500                     | -                        |                                                                                                                         |
| 61 | 2-226302 - Hired Equipment - County                              | 500         | 209.30                  | 500.00            | 500                     | -                        |                                                                                                                         |
| 62 | 2-226303 - Equipment Lease - SCBA                                | 26,130      | 24,888.11               | 24,900.00         | 24,900                  | (1,230)                  | SCBA Lease Actual Cost (Lease to 2030)                                                                                  |
| 63 | 2-227102 - Radio License                                         | 1,520       | 1,556.94                | 1,560.00          | 1,590                   | 70                       |                                                                                                                         |
| 64 | 2-227400 - Insurance                                             | 32,350      | 28,683.81               | 30,000.00         | 32,900                  | 550                      |                                                                                                                         |
| 65 | 2-251000 - Materials & Supplies                                  | 7,000       | 5,809.55                | 7,000.00          | 7,000                   | -                        |                                                                                                                         |
| 66 | 2-251004 - Communication Repair & Maintenance                    | 8,000       | -                       | 2,000.00          | 8,000                   | -                        | Normal Repairs - 3,000, Replacements - 5,000                                                                            |
| 67 | 2-251005 - Air Cylinders/SCBA Packs                              | 10,000      | 8,095.83                | 9,000.00          | 10,000                  | -                        | Normal - 2,500 for Compressor Service & Bi-Annual air monitoring, misc, mask replacements - 6,000, mask bags - 1,500    |
| 68 | 2-251006 - Equip. Replace - Hoses, Nozzles, Foam                 | 12,000      | -                       | 5,000.00          | 12,000                  | -                        | Foam & Extinguisher Recharge - 6,000, Nozzles & Hoses - 6,000 and foam store build-up                                   |
| 69 | 2-251007 - Equip. Replace - Turn Out Gear, Etc.                  | 36,000      | 23,095.95               | 30,000.00         | 36,000                  | -                        | Turnout gear (pants, boots, helmets, gloves, etc.) - 5,800 per set/per person                                           |
| 70 | 2-251008 - Fire Preven Material & Supplies                       | 3,000       | 1,770.24                | 3,000.00          | 3,000                   | -                        | Normal - 3,000                                                                                                          |
| 71 | 2-251009 - Public Safety Materials & Suppl.                      | 1,000       | -                       | 500.00            | 1,000                   | -                        | Normal - 1,000                                                                                                          |
| 72 | 2-251010 - Firefighter Appreciation                              | 2,500       | 485.84                  | 2,500.00          | 2,500                   | -                        |                                                                                                                         |
| 73 | 2-251011 - Bulk Water For Trucks                                 | 3,500       | 1,325.16                | 3,000.00          | 3,500                   | -                        | Bulk water for Trucks                                                                                                   |
| 74 | 2-251012 - Rescue Materials & Supplies                           | 7,500       | -                       | 2,000.00          | 7,500                   | -                        |                                                                                                                         |
| 75 | 2-251013 - Uniforms                                              | 10,500      | 9,512.08                | 10,500.00         | 10,500                  | -                        |                                                                                                                         |
| 76 | 2-251200 - Personal Protection/Health & Wellness                 | 1,000       | 384.66                  | 1,000.00          | 1,000                   | -                        | Health & Wellness - 750, Other - 250                                                                                    |
| 77 | 2-251500 - Gasoline/Diesel/Oil/Grease                            | 31,000      | 18,937.62               | 29,000.00         | 31,000                  | -                        |                                                                                                                         |
| 78 | 2-275000 - Contribution to County                                | -           | -                       | 78,758.00         | -                       | -                        | 2025 Truck Billable Costs - \$4,650 (Swan Hills), \$152,867.50 (Red Earth)                                              |

|    | C                                                                | D                                                                                          | E                               | F                         | G                               | H                                | I                                                 |
|----|------------------------------------------------------------------|--------------------------------------------------------------------------------------------|---------------------------------|---------------------------|---------------------------------|----------------------------------|---------------------------------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES<br/>2026 OPERATING BUDGET</b> |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 2  |                                                                  |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 3  | Approved by Committee: October 8, 2025                           |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 4  |                                                                  | <b>2025 Budget</b>                                                                         | <b>2025 YTD TO<br/>OCT 1/25</b> | <b>2025<br/>PROJECTED</b> | <b>Proposed<br/>2026 Budget</b> | <b>Budget Diff<br/>2025/2026</b> | <b>2026 Comments</b>                              |
| 79 | 2-276200 - Contribution to Capital                               | -                                                                                          | -                               | 78,759.00                 | -                               | -                                |                                                   |
| 80 |                                                                  | 976,290                                                                                    | 752,714.53                      | 1,257,857.00              | 1,047,220                       | 70,930                           |                                                   |
| 81 |                                                                  |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 82 |                                                                  |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 83 |                                                                  | <b><u>Summary of 2026 Budget Changes over 2025 Budget</u></b>                              |                                 |                           |                                 |                                  |                                                   |
| 84 |                                                                  |                                                                                            |                                 |                           |                                 |                                  |                                                   |
| 85 |                                                                  | Salaries, Benefits, Firefighter Fees, Conference, Travel                                   |                                 |                           |                                 | 65,300                           | Salary increase by 1.5%, IFDIC Conference in 2026 |
| 86 |                                                                  | Phones, Dispatch, IT, Freight, Advertising                                                 |                                 |                           |                                 | (2,760)                          | Decrease in IT                                    |
| 87 |                                                                  | Rescue Supp, Insurance, Materials & Supplies, Gasoline,<br>Equipment & Vehicle Maintenance |                                 |                           |                                 | 8,390                            | Increased Maintenance                             |
| 88 |                                                                  |                                                                                            |                                 |                           |                                 | <b>70,930</b>                    | <b>Overall Budget - Higher by 7.3% over 2024</b>  |

|    | A                                      | B                  | C                                                                                                                                                                                                                                      | D                  | E                                                                                                                                                                                                                                      | F                  | G                                                                                                                                                                                                                                      |
|----|----------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES</b> |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 2  | <b>2027 to 2029 OPERATING PLAN</b>     |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 3  | Approved by Committee: October 8, 2025 |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 4  |                                        | <b>2027 PLAN</b>   | <b>2027 COMMENTS</b>                                                                                                                                                                                                                   | <b>2028 PLAN</b>   | <b>2028 COMMENTS</b>                                                                                                                                                                                                                   | <b>2029 PLAN</b>   | <b>2029 COMMENTS</b>                                                                                                                                                                                                                   |
| 5  | <b>OPERATING REVENUES</b>              |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 6  | Revenue from Sale of Air, Misc.        | (150)              | Normal 150                                                                                                                                                                                                                             | (150)              | Normal 150                                                                                                                                                                                                                             | (150)              | Normal 150                                                                                                                                                                                                                             |
| 7  | Mutual Aid                             | (2,750)            | Birch Cove 2,750 as of 2025, (2,500 from 2021 to 2024, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)                                                                                           | (2,750)            | Birch Cove 2,750 as of 2025, (2,500 from 2021 to 2024, 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 2029, (2,750 from 2025 to 2028, 2,500 from 2021 to 2024, 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.                | (60,000)           | MVA/Rescues                                                                                                                                                                                                                            | (60,000)           | MVA/Rescues                                                                                                                                                                                                                            | (60,000)           | MVA/Rescues                                                                                                                                                                                                                            |
| 10 | Revenues from Own Source               | (12,000)           | Includes MFR funding approx \$11,000                                                                                                                                                                                                   | (12,000)           | Includes MFR funding approx \$11,000                                                                                                                                                                                                   | (12,000)           | Includes MFR funding approx \$11,000                                                                                                                                                                                                   |
| 11 | Reimbursements (WCB)                   | (1,400)            | WCB Rebate                                                                                                                                                                                                                             | (1,400)            | WCB Rebate                                                                                                                                                                                                                             | (1,400)            | WCB Rebate                                                                                                                                                                                                                             |
| 12 | Fire Fighting Fees - County            | (150,000)          | Fire Fighting/Reponses - costs billed to municipality                                                                                                                                                                                  | (150,000)          | Fire Fighting/Reponses - costs billed to municipality                                                                                                                                                                                  | (150,000)          | Fire Fighting/Reponses - costs billed to municipality                                                                                                                                                                                  |
| 13 | Operational Contrib. - County          | (349,800)          | 50% remaining deficit - operational costs                                                                                                                                                                                              | (371,850)          | 50% remaining deficit - operational costs                                                                                                                                                                                              | (371,900)          | 50% remaining deficit - operational costs                                                                                                                                                                                              |
| 14 | 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                                                                                                                                                                                  |
| 15 | Dispatch - Town                        | (10,760)           | Town portion of dispatch                                                                                                                                                                                                               | (10,990)           | Town portion of dispatch                                                                                                                                                                                                               | (11,220)           | Town portion of dispatch                                                                                                                                                                                                               |
| 16 | Operational Contrib. - Town            | (349,800)          | 50% remaining deficit - operational costs                                                                                                                                                                                              | (371,850)          | 50% remaining deficit - operational costs                                                                                                                                                                                              | (371,900)          | 50% remaining deficit - operational costs                                                                                                                                                                                              |
| 17 | Ambulance Assists - County             | (25,000)           |                                                                                                                                                                                                                                        | (25,000)           |                                                                                                                                                                                                                                        | (25,000)           |                                                                                                                                                                                                                                        |
| 18 | Ambulance Assists - Town               | (30,000)           |                                                                                                                                                                                                                                        | (30,000)           |                                                                                                                                                                                                                                        | (30,000)           |                                                                                                                                                                                                                                        |
| 19 | Guardian/Dispatch - County             | (28,220)           | County portion guardian fees, mileage, dispatch                                                                                                                                                                                        | (28,520)           | County portion guardian fees, mileage, dispatch                                                                                                                                                                                        | (28,820)           | County portion guardian fees, mileage, dispatch                                                                                                                                                                                        |
| 20 | <b>GRAND TOTAL FIRE REVENUES</b>       | <b>(1,046,380)</b> |                                                                                                                                                                                                                                        | <b>(1,091,010)</b> |                                                                                                                                                                                                                                        | <b>(1,091,890)</b> |                                                                                                                                                                                                                                        |
| 21 |                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 22 |                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |                    |                                                                                                                                                                                                                                        |
| 23 | <b>OPERATING EXPENSES</b>              | <b>2027 PLAN</b>   | <b>2027 COMMENTS</b>                                                                                                                                                                                                                   | <b>2028 PLAN</b>   | <b>2028 COMMENTS</b>                                                                                                                                                                                                                   | <b>2029 PLAN</b>   | <b>2029 COMMENTS</b>                                                                                                                                                                                                                   |
| 24 | Salaries                               | 332,470            | Inc. 2% COLA                                                                                                                                                                                                                           | 339,110            | Inc. 2% COLA                                                                                                                                                                                                                           | 345,900            | Inc. 2% COLA                                                                                                                                                                                                                           |
| 25 | Fire Fighter Insurance Benefits        | 1,520              |                                                                                                                                                                                                                                        | 1,540              |                                                                                                                                                                                                                                        | 1,560              |                                                                                                                                                                                                                                        |
| 26 | Local Authorities Pension Plan         | 31,980             |                                                                                                                                                                                                                                        | 32,750             |                                                                                                                                                                                                                                        | 33,550             |                                                                                                                                                                                                                                        |
| 27 | Canada Pension Plan                    | 22,640             |                                                                                                                                                                                                                                        | 23,090             |                                                                                                                                                                                                                                        | 23,550             |                                                                                                                                                                                                                                        |
| 28 | Employment Insurance                   | 9,850              |                                                                                                                                                                                                                                        | 10,050             |                                                                                                                                                                                                                                        | 10,250             |                                                                                                                                                                                                                                        |
| 29 | AUMA Benefits                          | 20,020             |                                                                                                                                                                                                                                        | 20,090             |                                                                                                                                                                                                                                        | 20,170             |                                                                                                                                                                                                                                        |
| 30 | Workers Compensation                   | 9,000              |                                                                                                                                                                                                                                        | 9,200              |                                                                                                                                                                                                                                        | 9,200              |                                                                                                                                                                                                                                        |
| 31 | Training & Development                 | 26,500             | Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)                                                                                                          | 27,000             | Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)                                                                                                          | 27,500             | Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)                                                                                                          |
| 32 | Fire Fighters Salaries                 | 246,510            | Fire Fighter Fees, and minimum hours - 217,410, (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 | 250,860            | Fire Fighter Fees, and minimum hours - 221,760, (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 | 255,300            | Fire Fighter Fees, and minimum hours - 226,200, (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 |
| 33 | Guardian Fees - County                 | 7,000              |                                                                                                                                                                                                                                        | 7,000              |                                                                                                                                                                                                                                        | 7,000              |                                                                                                                                                                                                                                        |
| 34 | Travel & Subsistance, Mileage          | 8,000              | Normal 3,000, AB Fire Chiefs Conv (2) - 5,000                                                                                                                                                                                          | 30,000             | Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFDIC Travel Chief and 2 firefighters 22,000 (last IFDIC in 2026)                                                                                                                       | 8,000              | Normal 3,000, AB Fire Chiefs Conv (2) - 5,000                                                                                                                                                                                          |
| 35 | Guardian Mileage/Internet - County     | 7,000              |                                                                                                                                                                                                                                        | 7,000              |                                                                                                                                                                                                                                        | 7,000              |                                                                                                                                                                                                                                        |
| 36 | Memberships                            | 900                | AB Fire Chiefs Membership (2) - 400, Misc - 500                                                                                                                                                                                        | 900                | AB Fire Chiefs Membership (2) - 400, Misc - 500                                                                                                                                                                                        | 900                | AB Fire Chiefs Membership (2) - 400, Misc - 500                                                                                                                                                                                        |

|    | A                                                              | B                | C                                                                                                                                                                 | D                | E                                                                                                                                                                 | F                | G                                                                                                                                                                 |
|----|----------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | BARRHEAD REGIONAL FIRE SERVICES<br>2027 to 2029 OPERATING PLAN |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |
| 2  |                                                                |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |
| 3  | Approved by Committee: October 8, 2025                         |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |                  |                                                                                                                                                                   |
| 4  |                                                                | <b>2027 PLAN</b> | <b>2027 COMMENTS</b>                                                                                                                                              | <b>2028 PLAN</b> | <b>2028 COMMENTS</b>                                                                                                                                              | <b>2029 PLAN</b> | <b>2029 COMMENTS</b>                                                                                                                                              |
| 37 | Freight                                                        | 280              |                                                                                                                                                                   | 300              |                                                                                                                                                                   | 320              |                                                                                                                                                                   |
| 38 | Postage                                                        | 500              |                                                                                                                                                                   | 530              |                                                                                                                                                                   | 560              |                                                                                                                                                                   |
| 39 | Telephone                                                      | 8,240            | Phones, fax, Internet, cells                                                                                                                                      | 8,490            | Phones, fax, Internet, cells                                                                                                                                      | 8,740            | Phones, fax, Internet, cells                                                                                                                                      |
| 40 | Advertising/Subscriptions                                      | 770              |                                                                                                                                                                   | 790              |                                                                                                                                                                   | 810              |                                                                                                                                                                   |
| 41 | Legal                                                          | 4,000            |                                                                                                                                                                   | 4,000            |                                                                                                                                                                   | 4,000            |                                                                                                                                                                   |
| 42 | Dispatch Contract - Town                                       | 10,760           | 4,580 @ est 2.35/capita in 2027                                                                                                                                   | 10,990           | 4,580 @ est 2.40/capita in 2028                                                                                                                                   | 11,220           | 4,580 @ est 2.45/capita in 2029                                                                                                                                   |
| 43 | Dispatch Contract - County                                     | 14,220           | 6,051 @ est 2.35/capita in 2027                                                                                                                                   | 14,520           | 6,051 @ est 2.40/capita in 2028                                                                                                                                   | 14,820           | 6,051 @ est 2.45/capita in 2029                                                                                                                                   |
| 44 | IT Equipment Maint. - Hardware, Software                       | 18,700           | Computer/IT - 4,000, Fire Pro - 3,400,<br>Responding App 1,300, Monthly Subscriptions -<br>3,000, Hardware Maint/Support, Software,<br>Licensing, Antivirus 7,000 | 20,100           | Computer/IT - 4,500, Fire Pro - 3,500,<br>Responding App 1,400, Monthly Subscriptions -<br>3,200, Hardware Maint/Support, Software,<br>Licensing, Antivirus 7,500 | 21,500           | Computer/IT - 5,000, Fire Pro - 3,600,<br>Responding App 1,500, Monthly Subscriptions -<br>3,400, Hardware Maint/Support, Software,<br>Licensing, Antivirus 8,000 |
| 45 | Equipment Maintenance General                                  | 3,700            |                                                                                                                                                                   | 3,900            |                                                                                                                                                                   | 4,100            |                                                                                                                                                                   |
| 46 | 2015 Hazmat Trailer                                            | 100              | Normal 100                                                                                                                                                        | 100              | Normal 100                                                                                                                                                        | 100              | Normal 100                                                                                                                                                        |
| 47 | 1950 Mercury Fire Truck (Unit 01)                              | 100              | Normal 100                                                                                                                                                        | 100              | Normal 100                                                                                                                                                        | 100              | Normal 100                                                                                                                                                        |
| 48 | 2014 Kenworth Water Tender (Unit 05)                           | 5,100            | Normal 5,100                                                                                                                                                      | 5,200            | Normal 5,200                                                                                                                                                      | 5,300            | Normal 5,300                                                                                                                                                      |
| 49 | 2007 Pierce Platform Tower #6                                  | 12,100           | Normal 5,600, Pump Test - 1,500, Aerial<br>Testing - 5,000                                                                                                        | 12,300           | Normal 5,800, Pump Test - 1,500, Aerial<br>Testing - 5,000                                                                                                        | 12,500           | Normal 6,000, Pump Test - 1,500, Aerial<br>Testing - 5,000                                                                                                        |
| 50 | 2020 Rapid Attack Truck - R.A.T. (Unit 07)                     | 1,100            | Normal 1,100                                                                                                                                                      | 1,200            | Normal 1,200                                                                                                                                                      | 1,300            | Normal 1,300                                                                                                                                                      |
| 51 | 2011 Freightliner Fire Truck (Unit 08)                         | 4,100            | Normal 4,100                                                                                                                                                      | 4,200            | Normal 4,200                                                                                                                                                      | 4,300            | Normal 4,300                                                                                                                                                      |
| 52 | 2012 Polaris Ranger 6 x 6, trailer (Unit 09)                   | 2,600            | Normal 2,600                                                                                                                                                      | 2,700            | Normal 2,700                                                                                                                                                      | 2,800            | Normal 2,800                                                                                                                                                      |
| 53 | 2019 Dodge                                                     | 3,100            | Normal 3,100                                                                                                                                                      | 3,200            | Normal 3,200                                                                                                                                                      | 3,300            | Normal 3,300                                                                                                                                                      |
| 54 | 2024 Chevrolet Silverado 1 Ton                                 | 3,100            | Normal 3,100                                                                                                                                                      | 3,200            | Normal 3,200                                                                                                                                                      | 3,300            | Normal 3,300                                                                                                                                                      |
| 55 | 2006 Freightliner M2 Truck (Unit 33)                           | 1,500            | County to decide what is happening with this<br>truck                                                                                                             | 1,500            | County to decide what is happening with this<br>truck                                                                                                             | 1,500            | County to decide what is happening with this<br>truck                                                                                                             |
| 56 | 2025 Rosenbauer (Unit 33)                                      | 3,100            | Normal - 1,600, Pump Testing - 1,500                                                                                                                              | 3,200            | Normal - 1,700, Pump Testing - 1,500                                                                                                                              | 3,300            | Normal - 1,800, Pump Testing - 1,500                                                                                                                              |
| 57 | 2008 Freightliner Tanker (Unit 34)                             | 5,200            | Normal 5,200                                                                                                                                                      | 5,400            | Normal 5,400                                                                                                                                                      | 5,600            | Normal 5,600                                                                                                                                                      |
| 58 | 2021 Fort Garry Fire Engine (Unit 37)                          | 6,700            | Normal 5,200, Pump testing 1,500                                                                                                                                  | 6,900            | Normal 5,400, Pump testing 1,500                                                                                                                                  | 7,100            | Normal 5,600, Pump testing 1,500                                                                                                                                  |
| 59 | Contracted Service - Town Admin                                | 15,000           |                                                                                                                                                                   | 15,000           |                                                                                                                                                                   | 15,000           |                                                                                                                                                                   |
| 60 | Hired Equipment - Town                                         | 500              |                                                                                                                                                                   | 500              |                                                                                                                                                                   | 500              |                                                                                                                                                                   |
| 61 | Hired Equipment - County                                       | 500              |                                                                                                                                                                   | 500              |                                                                                                                                                                   | 500              |                                                                                                                                                                   |
| 62 | Equipment Lease - SCBA                                         | 24,900           | SCBA equipment lease                                                                                                                                              | 24,900           | SCBA equipment lease                                                                                                                                              | 24,900           | SCBA equipment lease                                                                                                                                              |
| 63 | Radio License                                                  | 1,620            |                                                                                                                                                                   | 1,640            |                                                                                                                                                                   | 1,660            |                                                                                                                                                                   |
| 64 | Insurance                                                      | 34,550           |                                                                                                                                                                   | 36,280           |                                                                                                                                                                   | 38,090           |                                                                                                                                                                   |
| 65 | Materials & Supplies General                                   | 7,200            |                                                                                                                                                                   | 7,400            |                                                                                                                                                                   | 7,600            |                                                                                                                                                                   |
| 66 | Communication Repairs/Replacement                              | 8,100            | Normal Repairs - 3,100, Replacements - 5,000                                                                                                                      | 8,200            | Normal Repairs - 3,200, Replacements - 5,000                                                                                                                      | 8,300            | Normal Repairs - 3,300, Replacements - 5,000                                                                                                                      |
| 67 | Air Cylinders/SCBA Packs                                       | 10,100           | Normal - 2,600 for Compressor Service & Bi-<br>Annual air monitoring, misc, mask<br>replacements - 6,000, mask bags - 1,500                                       | 10,200           | Normal - 2,700 for Compressor service & bi-<br>annual air monitoring, misc, Mask<br>replacements 6,000, Mask bags 1,500                                           | 10,300           | Normal - 2,800 for Compressor service & bi-<br>annual air monitoring, misc, Mask<br>replacements 6,000, Mask bags 1,500                                           |
| 68 | Equip. Replacement - Hoses, nozzles, foam                      | 12,100           | Foam & extinguisher recharge - 6,050<br>Nozzles & Hoses - 6,050 and foam store build<br>up                                                                        | 12,200           | Foam & extinguisher recharge - 6,100<br>Nozzles & Hoses - 6,100 and foam store build<br>up                                                                        | 12,300           | Foam & extinguisher recharge - 6,150<br>Nozzles & Hoses - 6,150 and foam store build<br>up                                                                        |
| 69 | Equip. Replacement - Turn Out Gear, etc.                       | 37,000           | Turnout gear (pants, boots, helmets, gloves,<br>etc) - 5,900 per set/per person                                                                                   | 38,000           | Turnout gear (pants, boots, helmets, gloves,<br>etc) - 6,000 per set/per person                                                                                   | 39,000           | Turnout gear (pants, boots, helmets, gloves,<br>etc) - 6,100 per set/per person                                                                                   |
| 70 | Fire Prevention Materials & Supplies                           | 3,000            | Normal 3,000                                                                                                                                                      | 3,000            | Normal 3,000                                                                                                                                                      | 3,000            | Normal 3,000                                                                                                                                                      |
| 71 | Public Safety Materials & Supplies                             | 1,100            | Normal 1,100                                                                                                                                                      | 1,200            | Normal 1,200                                                                                                                                                      | 1,300            | Normal 1,300                                                                                                                                                      |
| 72 | Firefighter Appreciation Events                                | 2,500            |                                                                                                                                                                   | 2,500            |                                                                                                                                                                   | 2,500            |                                                                                                                                                                   |

|    | A                                                              | B         | C                                    | D         | E                                    | F         | G                                    |
|----|----------------------------------------------------------------|-----------|--------------------------------------|-----------|--------------------------------------|-----------|--------------------------------------|
| 1  | BARRHEAD REGIONAL FIRE SERVICES<br>2027 to 2029 OPERATING PLAN |           |                                      |           |                                      |           |                                      |
| 2  |                                                                |           |                                      |           |                                      |           |                                      |
| 3  | Approved by Committee: October 8, 2025                         |           |                                      |           |                                      |           |                                      |
| 4  |                                                                | 2027 PLAN | 2027 COMMENTS                        | 2028 PLAN | 2028 COMMENTS                        | 2029 PLAN | 2029 COMMENTS                        |
| 73 | Water - Trucks                                                 | 3,500     | Bulk water for Trucks                | 3,500     | Bulk water for Trucks                | 3,500     | Bulk water for Trucks                |
| 74 | Rescue Materials & Supplies General                            | 7,700     | Normal 4,200, Bail out kits 3,500    | 7,900     | Normal 4,400, Bail out kits 3,500    | 8,100     | Normal 4,600, Bail out kits 3,500    |
| 75 | Uniforms                                                       | 11,000    |                                      | 11,500    |                                      | 12,000    |                                      |
| 76 | 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 |
| 77 | Gasoline/Diesel                                                | 32,550    |                                      | 34,180    |                                      | 35,890    |                                      |
| 78 | GRAND TOTAL FIRE EXPENSES                                      | 1,046,380 |                                      | 1,091,010 |                                      | 1,091,890 |                                      |

|    | A                                                                   | B                  | C                   | D                  | E                | F               |
|----|---------------------------------------------------------------------|--------------------|---------------------|--------------------|------------------|-----------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES<br/>2026 FIRE CAPITAL BUDGET</b> |                    |                     |                    |                  |                 |
| 2  |                                                                     |                    |                     |                    |                  |                 |
| 3  |                                                                     |                    |                     |                    |                  |                 |
| 4  | Approved by Committee: October 8, 2025                              |                    |                     |                    |                  |                 |
| 5  |                                                                     |                    | 2025                | PROPOSED           | BUDGET DIFF      |                 |
| 6  |                                                                     | <u>2025 BUDGET</u> | <u>PROJECTED</u>    | <u>2026 BUDGET</u> | <u>2025/2026</u> | <u>COMMENTS</u> |
| 7  | <b>FIRE CAPITAL REVENUES</b>                                        |                    |                     |                    |                  |                 |
| 8  | Sale of Fixed Assets                                                | -                  | -                   | -                  | -                |                 |
| 9  | Town of Barrhead Contribution                                       | (425,000)          | (425,000.00)        | (8,000)            | 417,000          |                 |
| 10 | County of Barrhead Contribution                                     | (425,000)          | (425,000.00)        | (8,000)            | 417,000          |                 |
| 11 | <b>TOTAL CAPITAL REVENUES</b>                                       | <b>(850,000)</b>   | <b>(850,000.00)</b> | <b>(16,000)</b>    | <b>834,000</b>   |                 |
| 12 |                                                                     |                    |                     |                    |                  |                 |
| 13 |                                                                     |                    |                     |                    |                  |                 |
| 14 |                                                                     |                    | 2025                | PROPOSED           | BUDGET DIFF      |                 |
| 15 |                                                                     | <u>2025 BUDGET</u> | <u>PROJECTED</u>    | <u>2026 BUDGET</u> | <u>2025/2026</u> | <u>COMMENTS</u> |
| 16 | <b>FIRE CAPITAL EXPENSES</b>                                        |                    |                     |                    |                  |                 |
| 17 | 2025 Rosenbauer Commercial Fire Engine                              | 850,000            | 850,000.00          | -                  | (850,000)        |                 |
| 18 | AFRRCS Radios                                                       | -                  | -                   | 16,000             | 16,000           |                 |
| 19 | <b>TOTAL CAPITAL EXPENSES</b>                                       | <b>850,000</b>     | <b>850,000.00</b>   | <b>16,000.00</b>   | <b>(834,000)</b> |                 |
| 20 |                                                                     |                    |                     |                    |                  |                 |
| 21 |                                                                     |                    |                     |                    |                  |                 |
| 22 |                                                                     |                    |                     |                    |                  |                 |
| 23 |                                                                     |                    |                     |                    |                  |                 |
| 24 |                                                                     |                    |                     |                    |                  |                 |

|    | A                                                                                  | B             | C                  | D                | E             | F                | G                           |
|----|------------------------------------------------------------------------------------|---------------|--------------------|------------------|---------------|------------------|-----------------------------|
| 1  | BARRHEAD REGIONAL FIRE SERVICES<br>2026 EMERGENCY RESPONSE CENTRE OPERATING BUDGET |               |                    |                  |               |                  |                             |
| 2  |                                                                                    |               |                    |                  |               |                  |                             |
| 3  | Approved by Committee: October 8, 2025                                             |               |                    |                  |               |                  |                             |
| 4  |                                                                                    |               |                    |                  | Proposed      | BUDGET           |                             |
| 5  |                                                                                    | 2025          | 2025 YTD           | 2025             | 2026          | DIFF             |                             |
| 6  | <b>ERC OPERATING REVENUES:</b>                                                     | <b>BUDGET</b> | <b>TO OCT 1/25</b> | <b>PROJECTED</b> | <b>BUDGET</b> | <b>2025/2026</b> | <b>2026 COMMENTS</b>        |
| 7  |                                                                                    |               |                    |                  |               |                  |                             |
| 8  | ERC - MUNICIPAL CONTRIBUTION (TOWN)                                                | (28,700)      | -                  | (23,820.00)      | (28,450)      | (250)            |                             |
| 9  | ERC - MUNICIPAL CONTRIBUTION (COUNTY)                                              | (28,700)      | (14,350.00)        | (23,820.00)      | (28,450)      | (250)            |                             |
| 10 |                                                                                    |               |                    |                  |               |                  |                             |
| 11 | <b>TOTAL ERC OPERATING REVENUES</b>                                                | (57,400)      | (14,350.00)        | (47,640.00)      | (56,900)      | (500)            |                             |
| 12 |                                                                                    |               |                    |                  |               |                  |                             |
| 13 |                                                                                    |               |                    |                  | Proposed      | BUDGET           |                             |
| 14 |                                                                                    | 2025          | 2025 YTD           | 2025             | 2026          | DIFF             |                             |
| 15 | <b>ERC OPERATING EXPENDITURES:</b>                                                 | <b>BUDGET</b> | <b>TO OCT 1/25</b> | <b>PROJECTED</b> | <b>BUDGET</b> | <b>2024/2025</b> | <b>2026 COMMENTS</b>        |
| 16 |                                                                                    |               |                    |                  |               |                  |                             |
| 17 | ERC - GROUNDS MAINTENANCE                                                          | 3,000         | -                  | 3,000.00         | 3,000         | -                | Snow Removal, Grass Cutting |
| 18 | ERC - BUILDING MAINTENANCE GENERAL                                                 | 10,000        | 1,187.18           | 2,500.00         | 8,000         | (2,000)          |                             |
| 19 | ERC - CUSTODIAL CONTRACT                                                           | 10,150        | 6,766.64           | 10,150.00        | 10,300        | 150              |                             |
| 20 | ERC - ALARM LEASE                                                                  | 320           | 536.03             | 540.00           | 450           | 130              |                             |
| 21 | ERC - BUILDING & LIABILITY INSURANCE                                               | 11,530        | 11,373.60          | 11,400.00        | 12,500        | 970              |                             |
| 22 | ERC - MATERIALS & SUPPLIES GENERAL                                                 | 1,500         | 39.99              | 500.00           | 1,500         | -                |                             |
| 23 | ERC - JANITOR/CLEANING SUPPLIES                                                    | 1,000         | 461.80             | 750.00           | 1,000         | -                |                             |
| 24 | ERC - TOWN UTILITIES                                                               | 1,800         | 1,542.89           | 1,850.00         | 1,900         | 100              |                             |
| 25 | ERC - GAS UTILITIES                                                                | 7,000         | 4,232.72           | 6,850.00         | 7,150         | 150              |                             |
| 26 | ERC - POWER UTILITIES                                                              | 11,100        | 6,775.50           | 10,100.00        | 11,100        | -                |                             |
| 27 |                                                                                    |               |                    |                  |               |                  |                             |
| 28 | <b>TOTAL ERC OPERATING EXPENDITURES</b>                                            | 57,400        | 32,916.35          | 47,640.00        | 56,900        | (500)            |                             |
| 29 |                                                                                    |               |                    |                  |               |                  |                             |
| 30 |                                                                                    |               |                    |                  |               |                  |                             |
| 31 |                                                                                    |               |                    |                  |               |                  |                             |

|    | A                                                            | B                  | C                      | D                  | E                      | F                  | G                      |
|----|--------------------------------------------------------------|--------------------|------------------------|--------------------|------------------------|--------------------|------------------------|
| 1  | <b>BARRHEAD REGIONAL FIRE SERVICES</b>                       |                    |                        |                    |                        |                    |                        |
| 2  | <b>2027 to 2029 EMERGENCY RESPONSE CENTRE OPERATING PLAN</b> |                    |                        |                    |                        |                    |                        |
| 3  | Approved by Committee: October 8, 2025                       |                    |                        |                    |                        |                    |                        |
| 4  |                                                              |                    |                        |                    |                        |                    |                        |
| 5  |                                                              | <b>2027</b>        |                        | <b>2028</b>        |                        | <b>2029</b>        |                        |
| 6  | <b><u>ERC OPERATING REVENUES:</u></b>                        | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> |
| 7  |                                                              |                    |                        |                    |                        |                    |                        |
| 8  | ERC - MUNICIPAL CONTRIBUTION (TOWN)                          | (29,320)           |                        | (30,250)           |                        | (31,200)           |                        |
| 9  | ERC - MUNICIPAL CONTRIBUTION (COUNTY)                        | <u>(29,320)</u>    |                        | <u>(30,250)</u>    |                        | <u>(31,200)</u>    |                        |
| 10 |                                                              |                    |                        |                    |                        |                    |                        |
| 11 | <b>TOTAL ERC OPERATING REVENUES</b>                          | (58,640)           |                        | (60,500)           |                        | (62,400)           |                        |
| 12 |                                                              |                    |                        |                    |                        |                    |                        |
| 13 |                                                              |                    |                        |                    |                        |                    |                        |
| 14 |                                                              | <b>2027</b>        |                        | <b>2028</b>        |                        | <b>2029</b>        |                        |
| 15 | <b><u>ERC OPERATING EXPENDITURES:</u></b>                    | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> | <b><u>PLAN</u></b> | <b><u>COMMENTS</u></b> |
| 16 |                                                              |                    |                        |                    |                        |                    |                        |
| 17 | ERC - GROUNDS MAINTENANCE                                    | 3,100              |                        | 3,200              |                        | 3,300              |                        |
| 18 | ERC - BUILDING MAINTENANCE GENERAL                           | 8,100              |                        | 8,200              |                        | 8,300              |                        |
| 19 | ERC - CUSTODIAL CONTRACT                                     | 10,450             |                        | 10,600             |                        | 10,750             |                        |
| 20 | ERC - ALARM LEASE                                            | 470                |                        | 490                |                        | 510                |                        |
| 21 | ERC - BUILDING & LIABILITY INSURANCE                         | 13,130             |                        | 13,790             |                        | 14,480             |                        |
| 22 | ERC - MATERIALS & SUPPLIES GENERAL                           | 1,600              |                        | 1,700              |                        | 1,800              |                        |
| 23 | ERC - JANITOR/CLEANING SUPPLIES                              | 1,100              |                        | 1,200              |                        | 1,300              |                        |
| 24 | ERC - TOWN UTILITIES                                         | 1,960              |                        | 2,020              |                        | 2,080              |                        |
| 25 | ERC - GAS UTILITIES                                          | 7,310              |                        | 7,530              |                        | 7,760              |                        |
| 26 | ERC - POWER UTILITIES                                        | <u>11,420</u>      |                        | <u>11,770</u>      |                        | <u>12,120</u>      |                        |
| 27 |                                                              |                    |                        |                    |                        |                    |                        |
| 28 | <b>TOTAL ERC OPERATING EXPENDITURES</b>                      | 58,640             |                        | 60,500             |                        | 62,400             |                        |
| 29 |                                                              |                    |                        |                    |                        |                    |                        |
| 30 |                                                              |                    |                        |                    |                        |                    |                        |
| 31 |                                                              |                    | .                      |                    | .                      |                    | .                      |

|    | A                                                          | B             | C                | D             | E                | F                                             |
|----|------------------------------------------------------------|---------------|------------------|---------------|------------------|-----------------------------------------------|
| 1  | BARRHEAD REGIONAL FIRE SERVICES<br>2026 ERC CAPITAL BUDGET |               |                  |               |                  |                                               |
| 2  |                                                            |               |                  |               |                  |                                               |
| 3  | Approved by Committee: October 8, 2025                     |               |                  |               |                  |                                               |
| 4  |                                                            |               |                  |               |                  |                                               |
| 5  |                                                            |               |                  | PROPOSED      | BUDGET           |                                               |
| 6  |                                                            | 2025          | 2025             | 2026          | DIFF             |                                               |
| 7  | <b>ERC CAPITAL REVENUES:</b>                               | <b>BUDGET</b> | <b>PROJECTED</b> | <b>BUDGET</b> | <b>2025/2026</b> | <b>COMMENTS</b>                               |
| 8  |                                                            |               |                  |               |                  |                                               |
| 9  | ERC - Revenue from Own Source                              | (5,000)       | -                | (5,000)       | -                | Training Grounds Grant carried over from 2024 |
| 10 | ERC - Municipal Contribution (County)                      | (3,450)       | -                | (13,450)      | (10,000)         |                                               |
| 11 | ERC - Municipal Contribution (Town)                        | (3,450)       | -                | (13,450)      | (10,000)         |                                               |
| 12 | <b>TOTAL ERC CAPITAL REVENUES</b>                          | (11,900)      | -                | (31,900)      | (20,000)         |                                               |
| 13 |                                                            |               |                  |               |                  |                                               |
| 14 |                                                            |               |                  |               |                  |                                               |
| 15 |                                                            |               |                  | PROPOSED      | BUDGET           |                                               |
| 16 |                                                            | 2025          | 2025             | 2026          | DIFF             |                                               |
| 17 | <b>ERC CAPITAL EXPENDITURES:</b>                           | <b>BUDGET</b> | <b>PROJECTED</b> | <b>BUDGET</b> | <b>2025/2026</b> | <b>COMMENTS</b>                               |
| 18 |                                                            |               |                  |               |                  |                                               |
| 19 | On-Site Training Facility                                  | 11,900        | -                | 11,900        | -                |                                               |
| 20 | Boilers                                                    | -             | -                | 20,000        | 20,000           |                                               |
| 21 | <b>TOTAL ERC CAPITAL EXPENDITURES</b>                      | 11,900        | -                | 31,900        | 20,000           |                                               |
| 22 |                                                            |               |                  |               |                  |                                               |
| 23 |                                                            |               |                  |               |                  |                                               |
| 24 |                                                            |               |                  |               |                  |                                               |
| 25 |                                                            |               |                  |               |                  |                                               |
| 26 |                                                            |               |                  |               |                  |                                               |

|    | A | B                                                                  | H             | I             | J              | K    | L              | M              | N                | O    | P              | Q                |
|----|---|--------------------------------------------------------------------|---------------|---------------|----------------|------|----------------|----------------|------------------|------|----------------|------------------|
| 1  |   | <b>Fire &amp; ERC 10 Year Capital Plan</b>                         |               |               |                |      |                |                |                  |      |                |                  |
| 3  |   |                                                                    | 2026          | 2027          | 2028           | 2029 | 2030           | 2031           | 2032             | 2033 | 2034           | 2035 & Future    |
| 4  |   |                                                                    |               |               |                |      |                |                |                  |      |                |                  |
| 5  |   | <b>23 Fire &amp; ERC</b>                                           |               |               |                |      |                |                |                  |      |                |                  |
| 6  |   | 2301 Fire                                                          |               |               |                |      |                |                |                  |      |                |                  |
| 7  |   | 2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2028)             |               |               | 150,000        |      |                |                |                  |      |                |                  |
| 8  |   | 2301-Fire - 0002 - 2024 Chev Silverado - Command 2 Truck (2034)    |               |               |                |      |                |                |                  |      | 130,000        |                  |
| 9  |   | 2301-Fire - 0003 - 2025 Rosenbauer - Engine 33 (2045)              |               |               |                |      |                |                |                  |      |                | 1,200,000        |
| 10 |   | 2301-Fire - 0004 - 2021 Fort Garry Fire Engine - Eng. 37 (2040)    |               |               |                |      |                |                |                  |      |                | 800,000          |
| 11 |   | 2301-Fire - 0005 - 2011 Freightliner Rescue 8 (2035)               |               |               |                |      |                |                |                  |      |                | 900,000          |
| 12 |   | 2301-Fire - 0006 - 2008 Freightliner Fire Truck - Tender 34 (2031) |               |               |                |      |                | 350,000        |                  |      |                |                  |
| 13 |   | 2301-Fire - 0007 - 2014 Kenworth Water Tender - Tender 5 (2038)    |               |               |                |      |                |                |                  |      |                | 350,000          |
| 14 |   | 2301-Fire - 0008 - 2020 RAT 1 (2030)                               |               |               |                |      | 250,000        |                |                  |      |                |                  |
| 15 |   | 2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2030)   |               |               |                |      | 40,000         |                |                  |      |                |                  |
| 16 |   | 2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2032)           |               |               |                |      |                |                | 1,500,000        |      |                |                  |
| 17 |   | 2301-Fire - 0011 - AFRRCS Radios                                   | 16,000        | 16,000        |                |      |                |                |                  |      |                |                  |
| 18 |   | 2303-ERC - 0002 - ERC - Training Facility                          | 11,900        |               |                |      |                |                |                  |      |                |                  |
| 19 |   | 2303-ERC - 0006 - ERC Roofing                                      |               |               |                |      |                |                |                  |      |                | 80,000           |
| 20 |   | 2303-ERC - 0007 - ERC - Boilers                                    | 20,000        |               |                |      |                |                |                  |      |                |                  |
| 21 |   | <b>Total</b>                                                       | <b>47,900</b> | <b>16,000</b> | <b>150,000</b> |      | <b>290,000</b> | <b>350,000</b> | <b>1,500,000</b> |      | <b>130,000</b> | <b>3,330,000</b> |

**BARRHEAD & DISTRICT TWINNING COMMITTEE MEETING  
HELD MONDAY, JUNE 23, 2025, AT 5:00 PM  
IN THE TOWN COUNCIL CHAMBERS**

**PRESENT** Chairperson Rod Klumph, Cr. Walter Preugschas, Cheryl Callihoo, Lynn Down, Steve Bablitz, Jacquie Hamoen, Nadine Quedenbaum, Edie Zdrodowski, Jenny Bruns and Gail Hove

**EXCUSED** Leah Jackson, Allister Kippen, Deb Schembri and Dennis Wilkins

**CALL TO ORDER**

Chairperson Rod Klumph called the meeting to order at 5:00 p.m.

**CONSIDERATION  
OF AGENDA**

The agenda was reviewed and accepted with the following additions:

- 2(a) Introductions
- 2(b) Memberships
- 4(c) AGM Report

012-25 Moved by Nadine Quedenbaum that the Agenda be accepted with the additions.

**CARRIED UNANIMOUSLY**

**INTRODUCTIONS**

Brief introductions from everyone, with special emphasis on newcomers sharing a bit about their backgrounds.

**COMMITTEES MEMBERS  
PROCESS**

The Twinning Committee discussed the matter and recommended that Jenny Bruns present the Committee Members list to Town Council to be forwarded and amended to a future Town Council meeting. Cheryl Callihoo stated that Steve Bablitz, as Vice-Chairperson, should be designated as a voting member. Additionally, the original mandate requires updating, and the Terms of Reference should be revised.

013-25 Moved by Cheryl Callihoo that the Committee Members list be forwarded to be amended to the next Town Council meeting.

**CARRIED UNANIMOUSLY**

## **CONFIRMATION OF MINUTES**

The Minutes of the Twinning Committee Meeting held April 23, 2025, were reviewed.

- 014-25      Moved by Cheryl Callihoo that the Minutes of the Twinning Committee Meeting held April 23, 2025, be accepted as presented.

CARRIED UNANIMOUSLY

## **MARCH DELEGATION**

Jenny Bruns updated the committee that Miwa Nakadai has confirmed she, along with one teacher and three students, will be visiting from March 5 to March 11, 2026, departing on March 12, 2026.

Jenny will notify the school about the delegation's arrival in March 2026, allowing the school to begin arranging homestays later this year/beginning of next.

## **MARCH DELEGATION TO JAPAN – AUGUST '26**

Jenny Bruns informed the committee that she has spoken with Just Go Travel regarding the 2026 Japan trip. She was advised that September is the optimal time to begin gathering pricing information.

Miwa Nakadai has confirmed that August 12-13 is an ideal period to visit Japan, as local festivals will be taking place then.

The committee also discussed organizing an evening event with Just Go Travel for everyone interested in the Japan trip. Additionally, they suggested creating a "Hello from Barrhead to Japan" video to celebrate the Twinning Anniversary.

## **AJTMA CELEBRATION**

Walter Preugschas remarked that the 45th Anniversary AJTMA Celebration held on May 23-24, 2025, in Stony Plain was a successful event, featuring representatives from nine different communities.

**INFORMATION  
ITEMS**

Chairperson Rod Klumph mentioned that he plans to meet with Mr. Truckey to discuss and explore ideas regarding sending student delegations to Japan in 2027.

**NEXT MEETING**

The next meeting of the Twinning Committee will be Monday, September 15<sup>th</sup> at 5:00 p.m. in the Town of Barrhead Council Chambers.

**ADJOURN**

015-25      Moved by Cheryl Callihoo to adjourn the meeting at 6:25 p.m.

**CARRIED UNANIMOUSLY**

**BARRHEAD & DISTRICT TWINNING COMMITTEE MEETING  
HELD MONDAY, SEPTEMBER 15, 2025, AT 5:00 PM  
IN THE TOWN COUNCIL CHAMBERS**

**PRESENT** Chairperson Cr. Rod Klumph, Cr. Walter Preugschas, Cheryl Callihoo, Lynn Down, Steve Bablitz, Leah Jackson, Nadine Quedenbaum, Edie Zdrodowski, Allister Kippen and Jenny Bruns

**EXCUSED** Jacquie Hamoen, Deb Schembri, Dennis Wilkins and Gail Hove

**CALL TO ORDER**

Chairperson Rod Klumph called the meeting to order at 5:00 p.m.

**CONSIDERATION  
OF AGENDA**

The agenda was reviewed and accepted with the following additions:

- 4(c) Budget
- 4(d) Pictures

016-25 Moved by Steve Bablitz that the Agenda be accepted with the additions.

CARRIED UNANIMOUSLY

**INTRODUCTIONS**

Brief introductions from everyone, with special emphasis on newcomers sharing a bit about their backgrounds.

**COMMITTEES MEMBERS  
PROCESS**

017-25 Moved by Rod Klumph that all attendees vote as this is deemed to be a working committee, and that all attendees can vote and participate until a new mandate is formalized.

CARRIED UNANIMOUSLY

**CONFIRMATION  
OF MINUTES**

The Minutes of the Twinning Committee Meeting held June 23, 2025, were reviewed.

- 018-25 Moved by Walter Preughas that the Minutes of the Twinning Committee Meeting held June 23, 2025, be accepted as presented.

CARRIED UNANIMOUSLY

## **MARCH DELEGATION**

Jenny Bruns updated the committee that Miwa Nakadai has confirmed she, along with one teacher and three students, will be visiting from March 5 to March 11, 2026, departing on March 12, 2026. Discussed reaching out to partners such as the library to ensure continued participation.

Jenny has notified the school about the delegation's arrival in March 2026, allowing the school to begin arranging homestays later this year/beginning of next. Discussed booking the Seniors Drop In Center sooner than later, and the rest will be confirmed closer to March.

## **MARCH DELEGATION TO JAPAN – AUGUST '26**

Discussed the idea of bringing potential delegates to the next October meeting to start booking trips and collecting costs.

Miwa Nakadai has confirmed that a 7-8 day stay with maximum of 12 delegates to host. August 14 is the date of the local festival and they are requesting our participation.

The committee also discussed organizing with Just Go Travel for everyone interested in the Japan trip.

## **BUDGET**

- 019-25 Moved by Cheryl Callihoo that the budget be approved as presented and recommended to Council for consideration.

CARRIED UNANIMOUSLY

## **DONATED PICTURES**

Committee members selected a picture from the donated items brought over in 1991 for the community.

**INFORMATION  
ITEMS**

Discussion on the possibility of displaying signs indicating our twinning partners in the Friendship Garden. Administration will research.

020-25      Moved by Cheryl Callihoo that Administration research placing signs up in friendship park highlighting our twinning relationships.

CARRIED UNANIMOUSLY

**NEXT MEETING**

The next meeting of the Twinning Committee will be Monday, November 3 at 5:00 p.m. in the Town of Barrhead Council Chambers.

**ADJOURN**

021-25      Moved by Leah Jackson to adjourn the meeting at 6:00 p.m.

CARRIED UNANIMOUSLY



## Regular Meeting of Council Highlights

October 7, 2025 (Unofficial)

### ADMINISTRATION

- Council appointed Cheyenne Tisher as member-at-large to the Barrhead Library Board effective immediately to replace a member-at-large whose term expires December 31, 2026 as recommended by the Barrhead Library Board.
- Approved the request from Neerlandia Historical Society for a donation of \$2,500 under the Community Grants Policy to assist with their Windmill Restoration project.
- Approved the request from Barrhead Attraction & Retention Committee for a donation of \$1,060 to assist with the Barrhead Hospital Post-Secondary Event BBQ and funding to come from Council Public Relations Budget.
- Approved Policy PD-002 Commemorative Naming as recommended by the Policy Committee with an amendment to include “sports” to section 3a)ii).
- Rescinded the following obsolete policies as recommended by the Policy Committee:
  - o Policy 26.02      Vehicle Weight & Dimension Regulation
  - o Policy 26.04      Removal of Rubbish Etc. from Roads
  - o Policy 26.05      Regulation & Control of Public Places & Assemblies
  - o Policy 26.08      Dog Control
  - o Policy 26.11      Use & Regulation of OHVs
  - o Policy 26.12      Regulation & Control of Vehicles
- Received the quarterly report from Savannah Belyk, Executive Director Barrhead FCSS, and Terri-Lynn Hynes, Family & Youth Program Coordinator, as information.
- Supported the appointment of Ms. Burton as the Regional ASB representative and directed CAO to include funds in the Ag Services Dept budget for per diems and travel costs.
- Received for information the County Manager’s written report (resolution tracking list) and updates on:
  - o Realtors have listed 2 properties that the County holds the Tax Forfeiture Title (did not sell at Public Auction)
  - o Preparing Council Orientation package for new Council – 1<sup>st</sup> session to be held Nov 7
  - o Reminder that current elected officials are still “on duty” until new elected officials are sworn in on October 28, 2025.
  - o AAIP Rural Renewal Steam – Sept Stat Report

**Next Regular Council Meeting – Tuesday October 28, 2025, at 9:00 a.m.**

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Jodie Lyons, Municipal Coordinator

**Date:** October 14, 2025

**Re:** Draft Bylaw 06-2025 "The Procedural Bylaw" (To repeal Bylaw 04/2025)

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## **1.0 PURPOSE:**

That Council receive the Request for Decision to repeal Bylaw 04-2025 and replace with Bylaw 06-2025, "The Procedural Bylaw".

## **2.0 BACKGROUND AND DISCUSSION:**

### **1) Standing Council Meetings & Calendar**

- a. June 24, 2025 Council approved the new process improvement where the year's Council meeting dates would be approved annually and then communicated publicly through an annual Standing Council Calendar.
- b. Previous motions changing meeting dates resulted in amendments to the Procedural Bylaw.
- c. This new wording and process will avoid amendments to the Bylaw when future dates are changed.

### **2) FOIP Act Replaced with ATIA and POPA.**

- a. In June 2025, the Province introduced the Access to Information Act and the Protection of Privacy Act as a solution to modernize the FOIP Act and to separate the two mandates into two separate laws.
- b. Reference to the FOIP Act has been removed and replaced with the "Privacy Legislation" which is defined in the bylaw and intended to cover the Access to Information Act and/or the Protection of Privacy Act and any future changes to the Acts throughout the bylaw.
- c. By referring to "Privacy Legislation" in the bylaw, Administration will be able to avoid amending the bylaw to stay up-to-date with future changes to the legislation.

### 3) Changes reflected in Draft Bylaw 06/2025

| Element or Section | Previous Bylaw                                                                                                                                                                                                                                                                                       | Change/Addition                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2(12)              | <p>Included:</p> <p><i>“Freedom of Information and Protection of Privacy Act” or “FOIP” means the Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25, as amended or legislation substituted therefore.</i></p>                                                             | <p>Removed and Replaced</p> <p>2(22) “Privacy Legislation” means any legislation and any associated regulations, as amended or replaced from time to time, which regulates right to access personal and sensitive information held by public bodies, regulates how such information is collected, used, and disclosed, and establishes mechanisms for independent review and complaint resolution.</p> |
| 6.8(3)             | <p>Included:</p> <p>“Council shall hold its regular meetings on the second and fourth Tuesday of each month at 5:30 p.m. in Town Council Chambers, with the exception of July, August and December, where there will be one meeting held on the second Tuesday of these months.”</p>                 | <p>Removed and Replaced</p> <p>“Council shall hold its regular meetings in Town Council Chambers on the second and fourth Tuesday of each month at 5:30 p.m. or on dates specified on the Standing Council Calendar approved at the last budget meeting held on the preceding year.”</p>                                                                                                               |
| 6.11(1)            | <p>Included:</p> <p>Any In Camera items are approved by the Mayor and CAO in accordance with the provisions of the <i>Municipal Government Act</i> the <i>Freedom of Information and Protection of Privacy Act</i>.</p>                                                                              | <p>Removed and Replaced</p> <p>Any In Camera items are approved by the Mayor and CAO in accordance with the provisions of the <i>Municipal Government Act</i> and the Privacy Legislation.</p>                                                                                                                                                                                                         |
| 6.11(3)            | <p>Included:</p> <p>In accordance with the <i>Municipal Government Act</i>, Section 153 and the <i>Freedom of Information and Protection of Privacy Act</i>, all members are required to keep in confidence matters discussed In Camera until the item is discussed at a meeting held in public.</p> | <p>Removed and Replaced</p> <p>In accordance with the <i>Municipal Government Act</i>, Section 153 and the <i>Privacy Legislation</i>, all members are required to keep in confidence matters discussed In Camera until the item is discussed at a meeting held in public.</p>                                                                                                                         |
| 6.11(5)            | <p>Included:</p> <p>Under the <i>Freedom of Information and Protection of Privacy Act (FOIP)</i>, Boards may close all or part of their meetings in accordance with the <i>Municipal Government Act</i>.</p>                                                                                         | <p>Removed and Replaced:</p> <p>Under the Privacy Legislation, Boards may close all or part of their meetings.</p>                                                                                                                                                                                                                                                                                     |

### 3.0 ALTERNATIVES:

3.1 No alternatives to be considered.

**4.0 FINANCIAL IMPLICATIONS:**

4.1 None.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

5.1 None.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

6.1 None

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

7.1 Clarifies inconsistencies from previous decisions and supports a consistent process and visual calendar of Council Meeting dates for Council, the Public, and Administration.

7.2 Updates to reference legislation changes, demonstrates Council and Administration's commitment to ensuring our guiding documents are current and relevant.

**8.0 ATTACHMENTS:**

8.1 Draft Procedural Bylaw 06-2025

**9.0 ADMINISTRATIVE RECOMMENDATION:**

Administration recommends that Council repeal Bylaw 04-2025 and pass the Procedural Bylaw 06-2025 with three (3) readings.

**PROPOSED MOTIONS:**

That Council give Bylaw 06-2025, the Procedural Bylaw, first reading.

That Council give Bylaw 06-2025, the Procedural Bylaw, second reading.

That Council present Bylaw 06-2025, the Procedural Bylaw for third reading.

That Council give Bylaw 06-2025, the Procedural Bylaw for third reading.

(original signed by the CAO)  
Collin Steffes  
CAO

# TOWN OF BARRHEAD

BYLAW NO. 06-2025

(Repeals Bylaw 04-2025)

A BYLAW OF THE COUNCIL OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO PROVIDE RULES GOVERNING THE PROCEEDINGS AND THE REGULAR BUSINESS OF COUNCIL AND COUNCIL COMMITTEES

**WHEREAS** Section 145 (b) of the *Municipal Government Act*, RSA 2000, Chapter M-26, provides that Council shall by bylaw make rules for calling meetings and governing its proceedings, the conduct of its members, the appointment of committees, and for the transaction of its business; and

**WHEREAS** the *Municipal Government Act* provides that Council may establish committees to consider matters referred to them by Council, may appoint the members of such committees and may require reports of the findings or recommendations of the committees; and

**WHEREAS**, Bill 20, being an Act to amend the *Municipal Government Act* received royal assent on May 30, 2024; and

**WHEREAS**, Bill 20 requires municipalities to offer electronic options for public hearings on planning and development matters;

**NOW THEREFORE**, the Council of the Town of Barrhead enacts as follows:

This bylaw shall not be repealed, amended or suspended, except according to the *Municipal Government Act*.

## SHORT TITLE

1.0 This bylaw is called “**The Procedural Bylaw**”.

## DEFINITIONS

2.0 In this bylaw:

- (1) “Business Day” means a day on which the municipal offices are open for business.
- (2) “Chair” means the Mayor, Deputy Mayor or presiding officer who presides over Council and/or committee meetings.
- (3) “CAO” means the Chief Administrative Officer for the municipality or his/her designate.
- (4) “CEO” (Chief Elected Officer) means the Mayor.
- (5) “Committee of the Whole” means a committee of the whole Council where no bylaw or resolution, apart from the resolution necessary to revert back to an open meeting may be passed.
- (6) “Town” means the Town of Barrhead, a municipal corporation of the Province of Alberta and includes the area contained within the boundaries of the Town.
- (7) “Council” means the duly elected Council of the Town of Barrhead.
- (8) “Council Committee” means a committee appointed by Council under section 146 of the *Municipal Government Act (MGA)* to provide advice and make recommendations to Council (excepting the Library Board).
- (9) “Presentation” means any person or persons that have the permission of Council to appear before Council or a committee of Council to provide pertinent information and views about the subject before Council or Council committee.
- (10) “Electronic Meeting” is a meeting held in two or more places with the participants using electronic means of communication.
- (11) “Emergent items” shall be considered as those items of an emergency nature that cannot be left until the next meeting or require immediate attention. When the nature of an emergent item is in question, its acceptance for the agenda shall be determined by a unanimous vote of Council.

- (12) “In Camera” means at a meeting closed to the public to discuss Labour, Land or Legal. No motions may be made or passed at such a meeting.
- (13) “Meeting” means duly constituted regular or special open meetings of Council where bylaws and resolutions are formally ratified.
- (14) “Member” means a member of Council, duly elected and continuing to hold office.
- (15) “*Municipal Government Act*” means the *Municipal Government Act* RSA 2000, chapter M-26.1 of the Statutes of Alberta as amended or legislation substituted therefore.
- (16) “Motion” means a formal proposal by a member of Council in a meeting, that the group take certain action.
- (17) “Notice of Motion” is the means by which a Member of Council brings business before Council.
- (18) “Person” means a reference in discourse to the speaker, the person spoken to, or another person capable of having legal rights and duties.
- (19) “Point of Order” means a demand that the Chair enforce the rules of procedures.
- (20) “Point of Privilege” means a request made to the Chair or Council on any matter related to the rights and privileges of Council or individual Councillors and includes the:
  - a) Organization and existence of Council,
  - b) Comfort of members,
  - c) Conduct of employees or members of the public in attendance at the meeting.
- (21) “Postpone” means to delay the consideration of any matter to a definite time when further information is to be available.
- (22) “Privacy Legislation” means any legislation and any associated regulations, as amended or replaced from time to time, which regulates right to access personal and sensitive information held by public bodies, regulates how such information is collected, used, and disclosed, and establishes mechanisms for independent review and complaint resolution.
- (23) “Public Hearing” is a Meeting:
  - a) To hear matters pursuant to the *Municipal Government Act*; or
  - b) Other matters which Council directs be considered at a Public Hearing.
- (24) “Quorum” as outlined in the *Municipal Government Act* is the majority of all the Councillors that comprise the Council.
- (25) “Special Resolution” means a resolution passed by two-thirds majority of all members.
- (26) “Table” means a motion to delay consideration of any matter during the same meeting.

STRUCTURE

3.0 Of Council:

- (1) The Council of the Town of Barrhead shall consist of seven (7) Members of Council, being one (1) Mayor and six (6) Councillors.
- (2) All 7 members of Council shall be elected by a vote of all eligible voters of the Town of Barrhead.
- (3) The Chief Elected Official shall be designated and addressed as Mayor.
- (4) Councillors shall be addressed as Councillor.
- (5) Councillors shall each serve a two month term as Deputy Mayor, rotating in the manner as agreed upon by Council.
- (6) The Mayor at the discretion of the Mayor may permit the Deputy Mayor as per the Organizational Meeting; to chair a meeting of Council when the Mayor is in attendance.

- (7) The Mayor may, at the discretion of the Mayor, be an adhoc member of all Council committees and all bodies to which Council has the right to appoint members under the *Municipal Government Act*.
- (8) Seating of Councillors shall be as determined by the Mayor at the yearly organization meeting of Council.

APPLICATION

- 4.0 The following rules shall be observed and shall be the rules and regulation for the order and conduct of business in all regular and special meetings of Council and its committees, all In Camera meetings.

SEVERABILITY

- 5.0 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

MEETINGS AND PROCEEDINGS

- 6.0 This bylaw covers the following areas:
  - (1) Rules of Order
  - (2) Conduct
  - (3) Pecuniary Interest
  - (4) Agendas
  - (5) Notice of Meeting
  - (6) Meeting Etiquette
  - (7) Regular, Special, Organizational and Committee meetings
  - (8) Order of Business
  - (9) Presentations
  - (10) Public Hearings
  - (11) In Camera Meetings
  - (12) Rights in Debate
  - (13) Motions
  - (14) Voting
  - (15) Bylaws, Resolutions and Policies
  - (16) Minutes
  - (17) Spokespersons

Rules of Order:

- 6.1 Rules of Order:
  - (1) All meetings of Council will follow the provisions of this Procedural Bylaw and will be carried out using the provisions of the *Municipal Government Act* and Roberts Rules of Order.
  - (2) The conduct of all Town business is controlled by the general will of the Council and committee members – the right of the majority to decide, accompanied by the right of the minority to require the majority to decide only after a full and fair deliberation, in a constructive and democratic manner, of the issues involved.
  - (3) At no time is it intended that undue strictness of adherence to the rules of order intimidate members or limit full participation.
  - (4) All remarks must be directed to the Chair, and be courteous.
  - (5) Individuals who arrive late for meetings shall not have prior discussion reviewed for them except with the unanimous consent of all members present.
- 6.2 Quorum
  - (1) A quorum of Council meetings will be a simple majority of Council.
  - (2) A wait of thirty (30) minutes will be allowed to establish a quorum.

6.3 Conduct of Members of Town Council

- (1) Councillors and committee members shall carry out required duties to the best of their ability, be accountable for their decisions and actions, and strive to create a courteous, respectful atmosphere.
- (2) The presiding Chair shall maintain order and decorum at all Council meetings, and rule on points of order, citing the applicable governing rule or authority.
- (3) The presiding Chair shall encourage questions, treating them impartially, with sound judgment.
- (4) No speaker shall be interrupted by private conversations or comments, except on a point of order or point of privilege.
- (5) No member of Town Council may give specific direction to any staff member at any committee meeting; any direction shall come from the full Council at a duly assembled meeting, as delegated to the CAO or designate.
- (6) Any member of Council or the public shall not speak on a matter not before the meeting and shall not shout, use profane, vulgar or offensive language.
- (7) Members of Council and the public shall not make public personal comments about any staff or Council members.
- (8) Any member of the public who, while in the Council Chamber, interrupts and disturbs the proceedings of Council by words or actions and who, when so requested by the presiding officer, refuses to end such interruption or to leave the Council Chambers if so requested, shall be subject to removal from the Council Chambers by the RCMP.

6.4 Pecuniary Interest

- (1) Anyone with a pecuniary interest as defined in Section 169 of the *Municipal Government Act* shall declare that interest, and shall not participate in any debate or decision concerning the matter. Such pecuniary interest shall be recorded in the minutes.

6.5 Agendas

- (1) The CAO or designate shall be responsible for preparing meeting agendas, including input from members of Council, Town staff, and other participants as required.
- (2) An agenda may be amended by agreement of the whole Council or committee at the start of any meeting.
- (3) Meeting agendas shall be made available at least two business days prior to the time of the meeting.
- (4) Agenda items and applications from delegations shall be accepted up to Wednesday noon, prior to the meeting and approved at the discretion of the Mayor or designate.

6.6 Notice of Meeting

- (1) Regular Council meetings: Notice to the members of Town Council and the public is not required unless there is a change in meeting date, time and place in which case the CAO or designate shall deliver notice to all members of the Council and to the public at least one business day prior to the day of the Council meeting.
- (2) Special Council meetings shall be called in accordance with Section 194 of the *Municipal Government Act*.
- (3) Notice of committee meetings shall be given to participants and the public at least one business day in advance.

6.7 Meeting Etiquette

- (1) Accepted conventions of meeting protocol shall be used to facilitate respect, orderly progression, and attentiveness.
- (2) The designated Chair shall start the meeting on time; explanation of a late start shall be included in the minutes.
- (3) Speakers shall raise their hands to be recognized by the Chair, and shall then have the floor.
- (4) Respect for all participants and guests shall be shown at all times, there shall be no side comments or private conversations.
- (5) When addressing any participants in a meeting, the use of official titles is required. (eg. Councillor Miller, Mrs. Whalen or Mr. Brown).
- (6) Active participation is expected, with the intent of arriving at the best solutions for the Town.
- (7) The next meeting must be scheduled (date, time, and location).
- (8) The meeting must be formally adjourned.

6.8 Regular, Special, Organizational and Council Committee Meetings

- (1) All Town meetings shall be open to the public, except for any In Camera portions.
- (2) All Council and committee meetings shall be held in accordance with the provisions of the *Municipal Government Act*.
  - (a) The CAO or designate shall record the minutes of all Council and committee meetings, and provide the required written reports of committee activities to the next regular Council meeting.
- (3) Council shall hold its regular meetings in Town Council Chambers on the second and fourth Tuesday of each month at 5:30 p.m. or on dates specified on the Standing Council Calendar approved at the last budget meeting held on the preceding year.
- (4) When a regular Council or committee meeting falls on a legal holiday, the meeting shall be rescheduled to the next business day following the regular meeting date.
- (5) Any regular meeting may be cancelled or postponed by resolution of Council.
- (6) Special Council meetings shall be called in accordance with the *Municipal Government Act*.
- (7) Council may establish Council committees and other bodies as necessary under the *Municipal Government Act* and shall determine Terms of Reference for each.
- (8) Committee members shall be appointed annually by Council at the annual organizational meeting.
- (9) Each committee is responsible for reviewing and making recommendations to Council on all bylaws and policies dealing with subject matter germane to that committee.
- (10) Committee meetings shall set date, time and location.
- (11) Committees may pass no resolutions other than a motion to report to or make recommendations to Council.
- (12) No committee has the power to pledge the credit of the municipality or commit the municipality to any particular action.
- (13) Evening meetings shall be adjourned by 9:00 p.m., unless a resolution to continue is passed by simple majority.
- (14) The annual Organizational Meeting must be held at a designated time in accordance with the *Municipal Government Act*.
- (15) When one (1) or more elected officials participate in Council or committee meetings through an electronic device or other communication facilities, the meeting will be deemed an electronic meeting as per the *Municipal Government Act*.

- (16) In any case where a member of a committee is absent from the Town or is otherwise unable to attend meetings of the committee of which he/she is a member, the Mayor may temporarily appoint a member to that committee, with such appointment being restricted to one meeting unless authorized by Council.

#### 6.9 Order of Business

- (1) Council and Town committees shall use the following order of business unless changed by unanimous consent. Council will address confidential (in camera) items where possible at the monthly Committee of the Whole meeting. The order of business established in this section shall apply unless altered by the presiding officer with no objection from members, or otherwise determined by a majority vote of the members present, and the vote upon a matter of priority of business shall be decided without debate.
- (2) Councillors shall provide verbal or written committee reports at the next Council meeting following a committee meeting.
- (3) The following is the template that will be used for all Council meeting agendas:
  - (1) Call to Order
  - (2) Adoption of Agenda
  - (3) Adoption of Minutes
  - (4) Public Hearings
  - (5) Delegations
  - (6) Old Business
  - (7) New Business
  - (8) Councillor Reports
  - (9) Minutes
  - (10) Bylaws
  - (11) Correspondence
  - (12) For the Good of Council
  - (13) Tabled Items
  - (14) In Camera
  - (15) Adjournment

#### 6.10 Public Hearing Procedures

- (1) The Mayor or designate declares the Public Hearing open and states that the Hearing is held pursuant to the relevant sections of the *Municipal Government Act*, 2000, as amended.
- (2) The Mayor requests the Municipal Secretary to confirm:
  - (a) What the purpose of the Public Hearing is:
  - (b) That the Public Hearing notice was advertised in the local newspaper and on the Town's Website.
  - (c) That any written submissions received and not included in the Public Hearing agenda package are read into the record.
- (3) The Mayor or designate states that all persons giving oral presentations are to clearly state their name and that presentations are to be brief and to the point.
- (4) The order for the Public Hearing presentation will be:
  - (a) Administrative staff
  - (b) Those in favour
  - (c) Those opposed
  - (d) Any other person deemed to be affected and wishes to be heard
- (5) The Mayor or designate may allow questions from members of Council after each presentation.
- (6) The Mayor or designate may allow a concluding statement from those who have made a presentation.

- (7) After all presentations are made the Mayor or designate will declare the Public Hearing Closed.
- (8) Pursuant to Section 199 (2.1) of the *Municipal Government Act*, Public Hearings under Part 17 may be conducted electronically in accordance with this Section of this Bylaw.
- (9) Public Hearings may be conducted by the following electronic means:
  - (a) Telephone; or
  - (b) Zoom or other electronic platform approved by Council.
- (10) Where an attendee of a Public Hearing wishes to attend the Public Hearing electronically, notice must be provided to administration at least one (1) week prior to the commencement of the Public Hearing.
- (11) Where administration receives a request to conduct a Public Hearing electronically, administration shall issue a notice to the public via the Town's website no less than two (2) days before the commencement of the Public Hearing that the Public Hearing will be conducted via electronic means, with such notice setting out the website address or link, or telephone number, required to access the Public Hearing.
- (12) Where the *Municipal Government Act* requires information in respect of the Public Hearing to be made publicly available, such information shall be provided as part of the notice of Public Hearing, and will be made available via the Town's website during the course of the Public Hearing.
- (13) The Mayor, Deputy Mayor or Presiding Officer shall announce to those in attendance at an electronically-conducted Public Hearing the names of all Council members present.
- (14) Council members may also attend a Public Hearing via electronic means, in accordance with the procedure set out in Section 6.8(15) of this Bylaw.
- (15) Electronic access to a Public Hearing may be restricted or suspended in accordance with Section 197 of the *Municipal Government Act* and Section 6.11(4) of this Bylaw.

6.11 In Camera

- (1) Any In Camera items are approved by the Mayor and CAO in accordance with the provisions of the *Municipal Government Act* and the Privacy Legislation.
- (2) The In Camera portion of the agenda will be distributed to members of Council and other essential persons at a Council meeting.
- (3) In accordance with the *Municipal Government Act*, Section 153 and the Privacy Legislation, all members are required to keep in confidence matters discussed In Camera until the item is discussed at a meeting held in public.
- (4) In Camera meeting is closed to all members of the public and staff, except at the discretion of Council.
- (5) Under the Privacy Legislation, Boards may close all or part of their meetings.
- (6) Any meeting of Council will go In Camera by motion and the times going in and coming out of camera shall be recorded in the minutes.
- (7) Council shall not pass resolutions or bylaws during In Camera meetings. Any decisions reached by consensus during the In Camera meeting must be passed as motions when the regular meeting resumes.
- (8) No record of discussion taking place In Camera will be kept.

6.12 Rights in Debate

- (1) Debate shall follow Roberts Rules of Order

6.13 Motions

- (1) Motions shall be made according to Robert Rules of Order
- (2) Where the Town has a contractual liability or obligation, Council shall not reconsider, vary, revoke, or replace any motion except to the extent that it does not avoid or interfere with such liability or obligation.
- (3) The following motions are not debatable by members:
  - (a) Adjournment
  - (b) To take a recess
  - (c) Question of privilege
  - (d) Point of order
  - (e) To limit debate on a matter before members
- (4) A Point of Privilege pertains to noise, personal comfort, etc. and should only interrupt discussion if unavoidable.
- (5) A Parliamentary Inquiry is a query as to the correct motion, to accomplish a desired result, or to raise a Point of Order.
- (6) A Point of Information generally applies to a question asked of the speaker.
- (7) A Point of Order refers to an infraction of the rules or improper decorum in speaking, and must be raised as soon as the error is made.
- (8) To Amend is to insert or strike out words or paragraphs, or substitute whole paragraphs or resolutions; this motion may be made by any member. There will be no more than two (2) amending motions on the table at any one time.
- (9) Amendments shall be voted on in reverse order to that in which they are moved, and all amendments shall be decided on or withdrawn before the original motion is put to a vote.
- (10) To Withdraw or Modify a Motion can be done only after a motion is stated; mover can accept an amendment without obtaining the floor.
- (11) To Refer is to state which committee or administration sector is to receive the motion for research/further information, and shall include terms, timelines, and necessary explanations.
- (12) To Limit Debate is to close debate at a set time, or limit it to a set period.
- (13) To Postpone is to state the time the motion or agenda item will be resumed (usually the next regular meeting), and must be passed by a majority of members present. It shall appear on the agenda for the meeting date specified as an item of unfinished business.
- (14) To Table is to temporarily set aside an issue and bring it back at the same meeting.
- (15) To Reconsider can be made only by an individual on the prevailing side who has changed position or view.
- (16) To Appeal the Decision of the Chair is an appeal which the assembly must decide, and must be made before other business is resumed; NOT debatable if it relates to decorum, violation of rules, or order of business.
- (17) To Suspend the Rules allows a violation of the assembly's own rules; the object of the suspension must be specified.
- (18) A Motion to Adjourn is not subject to debate and will be voted on immediately.

6.14 Voting

- (1) Voting shall be made in accordance to Robert's Rules of Order.

6.15 Bylaws, Resolutions and Policies

- (1) Bylaws and resolutions shall be created and dealt with according to the provisions of the *Municipal Government Act* and Roberts Rules of Order.

- (2) Draft policies shall be prepared at the request of Council or a committee by the appropriate committee or Town staff, and shall be reviewed by the appropriate committee before being presented for approval. Copies of the drafts shall be included in the agenda packages according to Town procedure.
- (3) Policies shall be presented for discussion, and passed by simple majority, and shall come into effect as soon as they are passed unless they contain a deferred implementation.

6.17 Minutes

- (1) Minutes of all proceedings of regular and special Council and committee meetings shall be recorded in accordance with the *Municipal Government Act*.

6.18 Spokespersons

- (1) The Mayor speaks for the Town unless that power is designated to another person, on a case-by-case basis only.
- (2) Individual Councillors or committee members have no authority to act outside established bylaws and policy.
- (3) Democratic process includes the right to debate, question, and discuss, but once a decision is made, that is the recognized decisions of Council.
- (4) Councillors and committee members should remember that advocacy and information for ratepayers are part of their responsibilities, but always within parameters set by Council decisions.
- (5) No special interests shall be promoted over the common interest.
- (6) Councillors and committee members who are approached about issues not covered by policy or bylaw shall bring such concerns to Council, and not attempt to resolve them; Council shall forward them to Administration or committee, as appropriate.

6.19 Repeal

Bylaw 04-2025 of the Town of Barrhead and any amendments are hereby repealed.

6.20 Coming into Force

- (1) The attached “Schedule A” forms part of this Bylaw
- (2) This bylaw shall come into full force and effect upon the final passing thereof.
- (3) Upon third reading of Bylaw 06-2025, Bylaw 04-2025 and all amendments thereto are hereby repealed.

Read a first time this 14 day of October, AD, 2025.

TOWN OF BARRHEAD

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Collin Steffes

Read a second time this 09 day of September, AD, 2025.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Collin Steffes

Read a third time this 09 day of September, AD, 2025 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Collin Steffes

## SCHEDULE “A”

### **Making a Presentation at a Council Meeting**

Council encourages members of the public to express their views and concerns on municipal issues and believes that the procedures for public input should be fair to all those who attend Council meetings.

- (1) Any person wishing to appear before Council or to address an agenda item not designated as a public hearing shall provide written notice to the Municipal Secretary no later than noon on the Wednesday proceeding the meeting day.
- (2) Approval of a presentation is subject to the Mayor’s or designates discretion.
- (3) Any person or delegation addressing Council shall state name(s), address(es), and the purpose of the presentation, if requested by Council.
- (4) Presenters/delegates shall speak only on the matters for which they have submitted to Council and have been included on the agenda.
- (5) Presenter/delegates may be limited in the time they are permitted, but shall generally be allowed 15 minutes for presentation and discussion, which time can be extended or decreased at the discretion of Council.
- (6) Council may ask questions of the presenter/delegation which are relevant to the subject of the presentation.

Presenters/delegates shall respect the formal nature of the Council meeting and abide by the underlying parliamentary principles associated with dignity and decorum in public assemblies. Presenters/ delegates shall refrain from making negative references to any individual or group including but not limited to, members of Council, Town staff, boards or committees etc. and shall use polite and respectful language when addressing Council.

# Evaluation Form

# 2025



**Barrhead**

## 2025 Evaluation Form

# 2025 Evaluation Form

Community: Barrhead

Category: Population 2,001-10,000



|                           |        |   |      |
|---------------------------|--------|---|------|
| Community Appearance      | 127.50 | / | 150  |
| Environmental Action      | 126.00 | / | 150  |
| Heritage Conservation     | 130.00 | / | 150  |
| Tree Management           | 143.50 | / | 175  |
| Landscape                 | 166.50 | / | 200  |
| Plant and Floral Displays | 151.00 | / | 175  |
| Total                     | 844.50 | / | 1000 |

Percentage: 84.45%

Bloom rating: 5 Bloom

**Bloom rating:** Provincial, National and International Participants

Up to 55%: 1 bloom. 56% to 63%: 2 blooms. 64% to 72%: 3 blooms 73% to 81%: 4 blooms. >82%: 5 blooms.

## Community

Highlight: Edible Garden

## Representative (s) of Community

Name: Dave McKenzie Function: Mayor, Barrhead

Name: Shelley Batdorf Function: Chair- Communities in Bloom

Name: Nadine Quedenbaum Function: CIB Volunteer

## Judges

Name: Sherry Cote Name: Bob Cote

Evaluation date: July 10, 2025

# 2025 Evaluation Form

## IMPORTANT NOTES:

Evaluation is adjusted to the climate and environmental conditions of the community.

Evaluation is also adjusted to match the capacity of a community population to the achievements in all criteria – i.e. evaluate what they do (achieve) with what they have (population/ resources).

Some aspects of the evaluation might not be applicable: scoring will be prorated.

The score will vary from the previous year because the evaluation form is subject to modifications each year and that the scores are based on the perception of the current judges.

## SECTORS OF EVALUATION

### Municipal:

- Municipal properties, parks and green spaces, streets, streetscapes
- Properties owned and run by municipalities such as museums, historical sites

### Business and Institutions:

Properties owned and managed by

- **Business:** commercial sector, shopping centres, Business Improvement Areas (BIA), industrial parks, manufacturing plants
- **Institutions:** schools, universities, churches, hospitals, service and community organization buildings (such as YMCA, Legion), private museums, Government and Crown Corporations buildings (such as Canada Post, provincial and federal parks, etc.)
- **Tourism bureaus and Chamber of Commerce offices**
- **Farms:** in rural communities, farms can be considered in this section

### Residential:

- Citizens and citizen groups acting within their own properties
- Residential property owners, rate payer groups including condos and co-ops

### Community Involvement:

The principle of community involvement is so fundamental to the program that it is considered in each segment of the evaluation.

- Individuals, community organizations, citizen groups (includes youth programs) – all contributing to various aspects of community improvement, including municipal spaces maintained through the efforts of volunteers and community
- Organized clubs such as horticultural societies, garden clubs, community associations, school groups
- Service clubs such as Rotary, Lions, Optimist
- Participation (financial and/or in-kind or employee participation) by the municipality, businesses and institutions.

## 2025 Evaluation Form

### GENERAL COMMENTS AND SUGGESTIONS

The Blue Heron branding welcomes everyone to Barrhead. It is integrated on signage, in naming of businesses, in the form of hardscape artwork and on literature.



The Town of Barrhead has a wealth of history within the town and adjacent to their community. It was insightful to see how many churches and cemeteries are in the area- each of them having a small amount of history at site.

The Town of Barrhead and their business community have a “think outside the box” approach to support their community and keep it viable. For example, the Home Hardware is thriving due to the entrepreneurial approach of the partners that own and operate the business. Their goal is to keep residents shopping local and that was evident when they brought in M & M Food products into their store, along with a variety of home décor in addition to the merchandise typically found in Home Hardware Stores.

There is a change in the Communities in Bloom funding for the year 2025. In previous years, the County of Barrhead provided financial support to the program. This hard-working group of volunteers took on several new projects to inject colorful floral displays at the golf course, in the downtown core and parks.

We enjoyed lunch with the CIB Volunteer Committee and our hosts Kerry and Sue McElroy. Their flower gardens and other landscaped areas are stunning.

It was truly a pleasure to learn more about Barrhead and surrounding area.

Sherry and Bob



### SPECIAL MENTION- Edible Garden



The Communities in Bloom Committee planted an edible garden outside the Alberta Treasury Branch building. It was noted that there was a mix of vegetables and flowers in the garden along with a sign placed in the garden acknowledging their contribution to this project. Edible plants is the theme for Communities in Bloom 2025.

## 2025 Evaluation Form

| <b>COMMUNITY APPEARANCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |            |               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| <p>Community appearance reflects an overall effort by the municipality, businesses, institutions and the residents throughout the community to create great first impressions and a sense that there is continuous attention and upkeep to critical elements of a community that benefit quality of life and economic vitality Elements for evaluation are: parks and green spaces, medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up (including cigarette butts and gum), graffiti prevention/removal and vandalism deterrent programs.</p> |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Max</b> | <b>Actual</b> |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
| <b><u>Gateway Impressions</u></b> First impressions of the community including gateway/entrance landscape treatments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 10         | 9.0           |
| <b><u>Overall Impressions</u></b> Order, cleanliness, curb appeal and first impressions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 10         | 8.0           |
| <b><u>Anti-litter/Graffiti Prevention and Removal</u></b> Community anti-litter/graffiti awareness programs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 10         | 8.5           |
| <b><u>Regulations</u></b> Effective bylaws, programs and policies and enforcement; litter control, private property maintenance by-laws, vandalism, graffiti prevention and eradication, graffiti removal kits to residents                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 10         | 8.5           |
| <b><u>Asset Appearance</u></b> Includes public green infrastructure: parks, streetscapes (sidewalks, planters, urban signage and furniture such as benches, litter and recycling containers etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 10         | 8.5           |
| <b><u>Municipal Properties Appearance</u></b> Visual appeal and condition of municipal buildings and municipal owned properties                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 10         | 8.0           |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |               |
| <b><u>Overall Impressions</u></b> Curb appeal, order, and cleanliness                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 15         | 12.5          |
| <b><u>Site Conditions</u></b> Condition of buildings (exterior maintenance), grounds, sidewalks and parking lots                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 15         | 12.5          |
| <b><u>Furniture/Amenities Appearance</u></b> Condition of urban furniture: benches, litter and recycling containers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 5          | 4.0           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |               |
| <b><u>Overall Impressions</u></b> Curb Appeal, order and cleanliness                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 20         | 18.0          |
| <b><u>Property Conditions</u></b> Condition of buildings, grounds and yards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 15         | 13.0          |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |               |
| <b><u>Public Participation</u></b> In community, neighbourhood or individual streets, clean-up programs, activities and annual maintenance (including promotion, organization, innovations involving youth and seniors, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 10         | 8.5           |
| <b><u>Community Support</u></b> Financial and/or in-kind or participation by the municipality, businesses service groups, and institutions for community clean-up programs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 10         | 8.5           |
| <b>Community Appearance Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>150</b> | <b>127.50</b> |

# 2025 Evaluation Form

## COMMUNITY APPEARANCE

### Observations:



In the heart of the downtown of Barrhead, the blue heron is poised in the middle of a large, landscaped area filled with grasses and hanging baskets containing bright colored petunias. Flags drape from the streetlights along the main street. There are benches and recycling containers on site to catch litter and recycle cans and bottles.

The entrance signs are well maintained and welcoming. The hanging baskets and flags are in good condition and welcoming.



Many of the local businesses have floral displays in containers or in smaller landscaped areas adjacent to their facilities.

The Spruce Haven Mobile Home Park is very tidy and well maintained.

There was no graffiti or litter noted in the parks.

### Recommendations:

Creeping bellflower and cow cockle weeds were noted on several residential properties. Perhaps a photo of the flower/weed and information about proper disposal could be shared in a local newspaper, newsletter or facebook page.

The sign by the RCMP facility is worn and a refresher would draw attention to the service.

Several empty residential lots and commercial lots, such as the Champion Seed site, require attention for weed control. With unsightly bylaw enforcement being complaint driven, it can take time to get remediation started.

## 2025 Evaluation Form

| <b>ENVIRONMENTAL ACTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |            |               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| Environmental action pertains to the impact of human activities on the environment and the subsequent efforts and achievements of the community with respect to environmental stewardship, policies, by-laws, programs and best practices for waste reduction and landfill diversion, composting sites, landfill sites, hazardous waste collections, water conservation, energy conservation, and activities under the guiding principles of sustainable development pertaining to green spaces.                                                                                                                                                                                                                                                                                                           |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Max</b> | <b>Actual</b> |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |            |               |
| <b><u>Sustainable Development Strategies</u></b> Policies, programs, guidelines, long-term planning/vision; effective bylaws/policies and their enforcement; and public education programs and activities. This includes activities such as: the creation of Active Transportation networks, fleet management, and recognition of the importance of biodiversity to mitigate and adapt to climate change.                                                                                                                                                                                                                                                                                                                                                                                                  | 20         | 18.0          |
| <b><u>Waste Reduction</u></b> Reduction of waste going to landfill and results (3-R: reduce, reuse and recycle), municipal composting programs, including activities such as composting sites, yard waste collections, plastics reduction programs, mulching of wood debris (Christmas trees, hedge trimmings, etc.) and reclamation of cut trees. Handling of hazardous waste including e-waste collection and reuse of compost material. Officially mandating the greening of public events such as on-site recycling bins, biodegradable drink containers, food service dishes, utensils, etc. to minimize the use of plastic.                                                                                                                                                                          | 20         | 17.0          |
| <b><u>Water Conservation</u></b> Use reduction programs such as promotions, efficient irrigation, use of non-potable water, water restriction policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 15         | 12.5          |
| <b><u>Energy Conservation</u></b> Programs such as alternate forms of energy (ex. geothermal, biomass, wind, solar) and initiatives such as: energy-efficient appliances, shielding for night skies, efficient street lighting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 15         | 13.5          |
| <b><u>Environmental Initiatives, Innovations and Actions</u></b><br><ul style="list-style-type: none"> <li>- Development and expansion of sustainable mobility and active transportation networks such as bike lanes, multi-use commuter pathways, and recreational trails</li> <li>- Horticultural practices such as planned biodiversity, green roofs, green walls, green lanes, living fences, buffer zones; re-use of sites; engineered wetlands, bioswales, permeable surfaces and rainwater management</li> <li>- Brownfield redevelopment, remediation, land reclamation</li> <li>- Air quality programs such as alternate energy sources, sustainable design of facilities, sustainable fleet management, reduction of greenhouse gas emission (carbon reduction), anti-idling by-laws.</li> </ul> | 10         | 8.0           |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |               |
| <b><u>Participation in The Environmental Effort</u></b> Waste management (reduce, reuse and recycle), water conservation, energy conservation and audits (fleet management, electric conservation), brownfield management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 10         | 8.0           |
| <b><u>Corporate Environmental Initiatives and Action</u></b> Innovation/stewardship, initiatives, activities (for example: environmental clean-up activities, plastic reduction) carbon emissions, green roofs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 10         | 8.0           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |               |
| <b><u>Participation in Environmental Initiatives</u></b> 3-R (reduce, reuse and recycle), composting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 10         | 8.5           |
| <b><u>Water &amp; Energy Conservation</u></b> Practices such as water use reduction, rainwater collection and rain gardens, alternate forms of energy, thermostat reduction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 15         | 12.5          |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            |               |
| <b><u>Public Participation – Civil Action</u></b> Participation in public forums and policy development on environmental issues, such as climate change adaptation and mitigation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 5          | 4.0           |
| <b><u>Public Participation in Activities</u></b> Community (including children/youth), neighbourhood or individual street environmental activities and programs (including promotion, organization and evidence of taking ownership, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 10         | 8.0           |
| <b><u>Community Support</u></b> Financial and/or in-kind or participation by the municipality, businesses and institutions in public environmental activities and programs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 10         | 8.0           |
| <b>Environmental Action Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>150</b> | <b>126.00</b> |

## 2025 Evaluation Form

### **Observations:**



There are metal garbage and recycle containers along the streets and in the park spaces. There is a plan to have the youth paint 45 gallon drums with a farm theme, which will create enthusiasm for caring for the spaces where the drums are going to be displayed in the community. The local Co-Op store is going to donate paint for volunteers to paint metal barrels for garbage and recycling. These barrels will be placed at the arena.

The community was involved in building and painting bat houses for their personal use as well as for placement in the community. A representative from Ellis Bird Farm offered the workshop.

There are solar lights strategically placed along the walking trails and at the outdoor rink. The arena has solar panels installed.

Water conservation planters are placed where in-ground flower beds once were located . This change conserves water and lessens the amount of time the staff need to maintain these sites.

There is evidence of soil erosion along Rosemary Park. Remedial work is dependent on Alberta Environment approvals.

An annual recycling round up of paint, tires, electronic and used oil is held at the compost yard. Residents can take these recycle items to the Town Public Works Shop. Residents take their grass clipping and tree trimming go to the Barrhead Composting Lot. The Town offers curb service household waste collection.



Municipal buildings have LED lighting and several residents are participating in the “Greener Homes” initiative.

There is natural area buffer left between the mowed greenspace and river throughout the community.

### **Recommendations:**

There is an opportunity to include native plants in some of the landscaped areas. They adjust to the changes in climate and require less maintenance.

Is there an opportunity to gather information on what businesses are doing to care for our environment. Talking with them and gathering data could heighten their awareness and provide useful information on what opportunities might be available to share resource information.

## 2025 Evaluation Form

| <b>HERITAGE CONSERVATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| Heritage conservation includes efforts to preserve and protect both natural and cultural heritage within the community. Preservation of natural heritage pertains to policies, plans and actions concerning all elements of biodiversity including flora and fauna ecosystems and associated geological structures and formations. Cultural conservation represents the “persona” of a community and refers to the heritage that helps define the community including the legacy of tangible (built/hard assets) elements such as heritage buildings, monuments, memorials, cemeteries, artifacts, museums and intangible elements such as traditions, customs, festivals and celebrations. The participation of groups such as historical societies, traditional cultural groups, and conservation groups is considered. |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Max</b> | <b>Actual</b> |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |            |               |
| <b>Natural Heritage Plans</b> Management and preservation policies, plans, programs and initiatives: including eco systems, eco parks, trail networks, grasslands, naturalization, wetlands, urban agriculture/farming, wildlife and wildlife corridors, protection of sensitive habitats, species at risk and support for at risk pollinators.                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 20         | 17.5          |
| <b>Natural Heritage Promotion</b> Management and promotion of natural heritage (through communications, information and support programs, economic development/tourism) including year-around activities and programs for education and use of natural heritage sites (including trail networks) for and by the public.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 15         | 13.5          |
| <b>Cultural Heritage Plans</b> Policies, by-laws, plans, and preservation initiatives for heritage buildings, cemeteries, artifacts, museums, monuments, heritage trees and gardens, including their integration with streetscapes and landscape                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 15         | 13.0          |
| <b>Cultural Heritage Activities</b> Initiatives throughout the year including festivals and celebrations along with preservation of traditions and customs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 15         | 13.0          |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |               |
| <b>Natural Heritage Assets</b> Conservation, restoration and integration of natural heritage, including eco parks, conservation areas, trails, heritage gardens, trees and landscapes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 10         | 8.5           |
| <b>Cultural Heritage Assets</b> Conservation, restoration and reuse of heritage buildings and artifacts including their integration with the built/hard, streetscapes and green landscapes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 10         | 8.0           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |               |
| <b>Cultural Heritage Initiatives</b> Conservation/restoration and reuse of heritage buildings and artifacts on residential lands                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 10         | 8.5           |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
| <b>Natural Heritage Public Participation</b> Participation in community (including children/youth), neighbourhood or individual natural heritage programs and initiatives including developing policies and plans, site improvements (including trails, eco parks, reforestation and management, maintenance, conservation and education initiatives                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 20         | 17.5          |
| <b>Natural Heritage – Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions (including environmental groups) in community-initiated natural heritage activities and programs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 10         | 8.5           |
| <b>Cultural Heritage - Public Participation</b> Participation in community (including children/youth), neighbourhood or individual cultural heritage programs including year-round heritage community events/activities, festivals and celebrations along with preservation of traditions and customs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 15         | 13.5          |
| <b>Cultural Heritage - Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions (including historical societies) in community-initiated cultural heritage activities and programs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 10         | 8.5           |
| <b>Heritage Conservation Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>150</b> | <b>130.00</b> |

## 2025 Evaluation Form

### HERITAGE CONSERVATION

#### Observations:



St John's Lutheran Church is located outside the community of Barrhead and is cared for by volunteers living in the area. The site is used for family weddings and gatherings during the summer months. Currently there is a listing of the families that attended the church, dating back to 1935, along with some history about the projects

completed through the years. The church is in fair condition and the volunteers that care for the site are looking for grants and other means of financial assistance to do the repairs required to keep the building useable.

The members of the Communities in Bloom Committee built a bat house to be placed at the church. It was reported that there are several bats that frequent the church.



There is a story board sharing the names of the settlers that attended this church at the beginning of the 1900's along with photographs of their families. This is placed outdoors by the entrance into the property.

Wayfinding signs and maps are strategically placed around the community on the walking trails. Each sign has some history about the location.

One of the churches hosts "Messy Thursday" - a day when different ethnic groups come together to share their stories.

The local museum has a new Board of Directors. The displays are updated, and items are grouped by topic or theme, and supported with documentation so visitors know the history. There is an opportunity to video residents sharing their stories about Barrhead history and then sharing it at events in the museum.

The community of Barrhead hosts events for Canada Day. This is a full day of activities for families.

#### Recommendations:



This history storyboard with family photographs is located on the site of St John's Lutheran Church. The information is fading, and the structure is starting to deteriorate. Ensure that this information can be replicated when the existing information is no longer legible and in need of replacement.

## 2025 Evaluation Form



Bethel Baptist Cemetery is located along a rural road outside Barrhead. Volunteers are recording information about the graves and replacing headstones that deteriorated or were removed through the years. This historical site is back off the road in a stand of trees. There is a small sign announcing the graveyard – could it be larger to draw attention to the site. Is there a way to get highway signs recognizing some of the historical sites outside of Barrhead?

Several of the early settlers are buried in Bethel Baptist Cemetery. Black History Month (February) could be a time for sharing information about the Bethel Baptist Cemetery and the challenges the pioneers experienced when coming to Barrhead. Volunteers are working diligently to preserve this site and place headstones with the grave sites. Once this work is complete, consider installing a plaque or a storyboard about the restoration and history of the site.



The Homesteaders walking trail wraps through a beautiful, wooded area and eventually leads you across a bridge over the water. More history about the trail and why it was located at that location could be added to the sign. The trail was well maintained and litter free.



Bolton School Park is located on a rural road just outside of Barrhead. The metal sign installed on site could have a storyboard added to provide more information about Bolton School: what grades were offered, when did it open/close, information on enrollment and maybe include where visitors might look to find more information about the school that once existed. The school was built in 1926 according to the information included at the top of the sign.

## 2025 Evaluation Form

| TREE MANAGEMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            |               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| Woodlands, Canopy Management, Urban and Rural Forestry includes the efforts of the municipality, businesses, institutions and residents with regards to written policies, by-laws, standards for tree management protection (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, pollinator-friendly tree selection, tree inventory including heritage, memorial, and commemorative trees, and Integrated Pest Management (IPM) programs. |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Max        | Actual        |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
| <b>Overall Impression</b> Overall impact, benefit and first impression of the urban forest                                                                                                                                                                                                                                                                                                                                                                                                    | 10         | 7.5           |
| <b>Strategic Plans</b> Policies, regulations and tree by-laws, tree protection and planting on public and private lands                                                                                                                                                                                                                                                                                                                                                                       | 15         | 12.5          |
| <b>Urban Forestry Plan</b> Plan, design and inventory management including integration with overall green infrastructure landscape plan, and measures to preserve, protect, manage and expand overall tree inventory, including woodlots and managed forests                                                                                                                                                                                                                                  | 20         | 17.0          |
| <b>Plan of Action</b> Procurement, species diversity (including native trees), selection of hardy and pollinator habitat tree species, recommended tree list and tree planting standards.                                                                                                                                                                                                                                                                                                     | 10         | 7.5           |
| <b>Integrated Pest Management</b> (IPM) / Plant HealthCare (PHC): plan of action for invasive pest detection and control, information on current infestations and diseases                                                                                                                                                                                                                                                                                                                    | 10         | 7.5           |
| <b>Public Information Programs</b> Provides information on good planting techniques, best practices and maintenance programs                                                                                                                                                                                                                                                                                                                                                                  | 15         | 13.5          |
| <b>Maintenance Quality</b> Best practices with demonstrated results                                                                                                                                                                                                                                                                                                                                                                                                                           | 10         | 7.5           |
| <b>Qualified Resources</b> Qualified personnel (including seasonal staff and/or qualified experienced contractors) and/or in place training programs                                                                                                                                                                                                                                                                                                                                          | 5          | 4.0           |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |               |
| <b>Tree inventory</b> Contribution to expanding overall tree inventory and canopy, management of hedgerows and forests, with consideration of design and diversity including native and hardy species of trees, on properties owned by businesses and institutions.                                                                                                                                                                                                                           | 15         | 12.5          |
| <b>Maintenance Quality</b> Programs, best practices with demonstrated results: watering, pruning, IPM                                                                                                                                                                                                                                                                                                                                                                                         | 10         | 7.5           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |               |
| <b>Tree Planting</b> Contribution to expanding overall tree inventory, with consideration of design and diversity including native and hardy species of trees on residential properties                                                                                                                                                                                                                                                                                                       | 15         | 13.0          |
| <b>Maintenance Quality</b> Best practices with demonstrated results                                                                                                                                                                                                                                                                                                                                                                                                                           | 10         | 8.0           |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |               |
| <b>Public Participation</b> Participation (including children/youth) in tree planting and conservation programs such as Green Streets Canada, Arbor Day, Maple Leaf Day, and other tree planting and maintenance programs and activities on public lands (including promotion, organization etc.)                                                                                                                                                                                             | 20         | 17.5          |
| <b>Community Support</b> Financial and/or in-kind or participation or promotion by the municipality, businesses and institutions for community tree planting and conservation programs on public lands                                                                                                                                                                                                                                                                                        | 10         | 8.0           |
| <b>Tree Management Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>175</b> | <b>143.50</b> |

## 2025 Evaluation Form

### TREE MANAGEMENT

#### **Observations:**

The Town of Barrhead planted trees in several locations: in the downtown corridor where sidewalks were replaced, in Rotary Park, and in Jewel Park. Landscaping fabric was placed around the trees and mulch was applied.

The Town of Barrhead has a memorial tree program. This could be expanded to encompass other life events.



Barrhead County arranged for an annual tree pruning training for staff and residents. In addition to this training, the Parks and Recreation staff are required to take “weed wacking” training. This training and the practice of applying mulch around the trees, preserves their life span and health.

There is diversity of trees in the park spaces.

#### **Recommendations:**

The Paddle River Golf Course has many mature trees that are 60 – 200 years in age and provide shelter and beautification for the area. The weather events have taken their toll on several of the trees creating the need for pruning branches and a few should be removed as they are diseased. A plan for replanting trees could be considered as they add value to the site. When adding trees to the site, ensure that you have an inventory and consider planting a diversity of trees native to the area.

Landscaping fabric causes the soil to compact over time and eventually the soil becomes stagnant as nutrients have difficulty getting into the soil. It also acts as a weed barrier until the weeds get through the barrier and become difficult to remove.

As part of the tree planting plans, consider involving the schools. Planting a tree in recognition of a graduation class generates an opportunity for visitors as well as developing your tree inventory.

Black knot is noticeable on many trees. Provide residents with reminders and information on what can be done to control this disease.

## 2025 Evaluation Form

| <b>LANDSCAPE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |            |               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| Landscape includes planning, design, construction and maintenance of parks, green spaces and cemeteries suitable for the intended use and location on a year-round basis. Elements for evaluation include native and introduced materials; biodiversity, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community and provide safe and secure public spaces. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers along with turf management. |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Max        | Actual        |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |            |               |
| <b><u>Sustainable Designs – Soft Landscape</u></b> Sustainable designs: energy efficient, use of green materials, naturalization, xeriscaping, suitable plant varieties (including pollinator friendly), traffic calming, bank stabilization                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 15         | 13.0          |
| <b><u>Sustainable Designs - Hard Landscape</u></b> Urban and civic design standards for streetscape and public places including considerations for public safety: flags, banners, public art, fountains, site furnishings, signage including wayfinding and directional, seasonal design and décor, walkways and paving materials including use of artificial turf and its protocols                                                                                                                                                                                                                                                                                                            | 15         | 13.5          |
| <b><u>Landscape Plan</u></b> Integrated and implemented throughout the municipality                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 10         | 8.0           |
| <b><u>Landscape Management Programs</u></b> Integrated Pest Management (IPM), Plant Health Care (PHC), alternative solutions to diseases and infestations when appropriate, Invasive Species Management, increased naturalization and adapted maintenance programs                                                                                                                                                                                                                                                                                                                                                                                                                              | 10         | 8.0           |
| <b><u>Landscape Maintenance</u></b> Policies, Standards, Best Practices and Programs including irrigation water management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 10         | 7.5           |
| <b><u>Landscape Quality</u></b> Landscape maintained to appropriate standards, specs and best practices, as an example as shown in the Canadian Landscape Standards                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 5          | 4.0           |
| <b><u>Qualified Resources</u></b> Qualified personnel (including seasonal staff) and/or in place training programs and/or qualified experienced contractors                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 10         | 9.00          |
| <b><u>Year-round use</u></b> Demonstrated year-round opportunities and programs for education and people being active and using parks and green spaces (urban agriculture, community gardens, parks and recreation programs and accessible public washrooms)                                                                                                                                                                                                                                                                                                                                                                                                                                    | 10         | 8.5           |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
| <b><u>Sustainable Designs</u></b> Energy efficient, use of green materials, naturalization, xeriscaping, alternate groundcovers, urban agriculture                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 10         | 7.0           |
| <b><u>Integrated Plan</u></b> Contribution to urban & civic design and public green spaces above requirements: such as public art, streetscape, site furniture, fountains & innovation in concept & design                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 15         | 12.0          |
| <b><u>Maintenance Quality</u></b> Adequate ongoing life cycle management (ongoing maintenance, ground & asset management, rehabilitation & replacement) of all landscape elements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 10         | 7.5           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |            |               |
| <b><u>Streetscape Appeal</u></b> Residential yards (year-round, seasonal, themed)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 15         | 13.0          |
| <b><u>Maintenance Quality</u></b> Lawn care, trees and shrub maintenance (with demonstrated results)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 15         | 13.0          |
| <b><u>Plant Selection</u></b> Selection of plant material (native, local, innovative, edible & pollinator friendly plants)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 10         | 8.0           |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |               |
| <b><u>Public Participation</u></b> in community programs (including children/youth) such as: urban agriculture, community gardens, "yard of the week", volunteer park maintenance, holiday illumination and decoration (promotion, organization, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                          | 20         | 16.5          |
| <b><u>Volunteer Succession Plan and Recognition</u></b> Succession Plan and Recognition (by municipality and/or volunteer groups) of volunteer efforts in all aspects of the Communities in Bloom program including activities in all evaluated criteria                                                                                                                                                                                                                                                                                                                                                                                                                                        | 20         | 18.0          |
| <b>Landscape Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>200</b> | <b>166.50</b> |

## 2025 Evaluation Form

### LANDSCAPE

#### Observations:



There are landscaped areas with each of the subdivision signs within Barrhead. The green spaces are well maintained along the walking trails and the highways adjacent to the signs.



All the parks are mowed to allow for drought tolerance. Equipment and buildings are well maintained with no evidence of graffiti on buildings or streetscapes. The branding of the blue heron is evident on most signage posted in the community.

The site of the labyrinth is well maintained. It was noted that there has not been any vandalism or removal of the rocks, thus far, which could be due to the location being in an isolated spot.



There are several tiny park spaces with places to sit and enjoy nature along the walking trails, adjacent to the Paddle River.

The community gardens are thriving. New infrastructure is in place to support the use of the site and to support volunteers who participate.

#### Recommendations:



The labyrinth is beautifully done and signage about the development of the site and information about the black rocks and where they were from could be shared. This could be an interesting project for the youth to be involved in.

There is a memorial tree program in place. Is there an opportunity to have a memorial bench program in place-to-place benches along the river in the smaller park spaces that were created?

A pollinator garden could be placed at the golf course, with information signage about the native plants. Using plants native to the area would provide further opportunities for others to learn about their hardiness and try them in their landscapes.

## 2025 Evaluation Form

| PLANT AND FLORAL DISPLAYS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |            |               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------|
| This category evaluates the efforts of the municipality, businesses, institutions and residents to design, plan, execute, and maintain plant and floral displays of high-quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses, edible plants, water efficient and pollinator friendly plants) in the context of originality, distribution, location, diversity and balance, colour, and harmony. It also pertains to flowerbeds, carpet bedding, containers, baskets and window boxes. |            |               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Max        | Actual        |
| <b>Municipal</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |            |               |
| <b>Floral Display Plan of Action</b> Integration into overall landscape plan and distribution through community. Concept and design including sustainable design                                                                                                                                                                                                                                                                                                                                                                                                           | 15         | 13.0          |
| <b>Diversity of Displays</b> Flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, mosaics                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 20         | 17.0          |
| <b>Diversity of Plants</b> Annuals, perennials, bulbs, grasses, woody plants, natural flora, pollinator friendly plants                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 10         | 8.0           |
| <b>Maintenance Quality</b> Maintenance to appropriate specifications and standards, best practices: watering, weeding, edging, dead heading, etc.                                                                                                                                                                                                                                                                                                                                                                                                                          | 20         | 17.5          |
| <b>Qualified Resources</b> Qualified personnel (including seasonal staff) and/or in place training programs and/or qualified experienced contractors                                                                                                                                                                                                                                                                                                                                                                                                                       | 10         | 8.0           |
| <b>Business &amp; Institutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |               |
| <b>Concept and Design</b> (including arrangement, diversity, colour of display and plants) on grounds                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 15         | 13.5          |
| <b>Overall Plan</b> Contribution to, and integration with, overall community plant and floral program                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 10         | 8.5           |
| <b>Maintenance Quality</b> of planting and maintenance: watering, weeding, edging, dead heading, etc. with demonstrated results.                                                                                                                                                                                                                                                                                                                                                                                                                                           | 10         | 8.5           |
| <b>Residential</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |            |               |
| <b>Concept and Design</b> (including arrangement, diversity, colour of display and plants) on residential properties including Pollinator gardens and/or inclusion of pollinator plants in gardens                                                                                                                                                                                                                                                                                                                                                                         | 20         | 18.0          |
| <b>Maintenance Quality</b> of planting and maintenance with demonstrated results.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 15         | 13.0          |
| <b>Community Involvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |            |               |
| <b>Public Participation</b> in community projects, volunteer initiatives (including children/youth), outreach programs in plant and floral displays (including promotion, organization, etc.)                                                                                                                                                                                                                                                                                                                                                                              | 15         | 13.0          |
| <b>Community Support</b> Financial and/or in-kind or participation by the municipality, businesses and institutions for community plant and floral displays activities                                                                                                                                                                                                                                                                                                                                                                                                     | 15         | 13.0          |
| <b>Plant and Floral Displays Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>175</b> | <b>151.00</b> |

## 2025 Evaluation Form

### PLANT AND FLORAL DISPLAYS

#### Observations:



The Communities in Bloom Committee planted an edible garden outside the Alberta Treasury Branch building. It was noted that there was a mix of vegetables and flowers in the garden along with a sign placed in the garden acknowledging their contribution to this project. Edible Gardens is the theme for Communities in Bloom 2025.

This year the Communities in Bloom volunteers planted several barrels with flowers for placement at the golf course. This is a new project for this year.

The hanging basket hanging at the Co-Op parking lot are colorful and welcoming.



There is a wide array of floral display in the residential gardens.

#### Recommendations:



Visitors to the Alberta Treasury Branch facility would likely enjoy the produce growing in the edible garden. A sign communicating that the produce is available to sample or use could be placed in the garden along with the sign communicating that CIB volunteers plant and maintain it.

For the businesses that have floral displays or some well-kept landscaping outside their buildings, consider providing them with a “You Make A Difference” letter or sign to place in their facility or on their property. This may encourage others to make improvements at their site.

Consider hosting a perennial exchange and a reuse, recycle program to bring gardeners together. This might bring more volunteers to your group while sharing products.

## 2025 Evaluation Form



### **THANK YOU FOR YOUR INVOLVEMENT**

*“Within the context of climate change and environmental concerns, communities involved in the Communities in Bloom program can be proud of their efforts, which provide real and meaningful environmental solutions and benefit all of society.”*

### **COMMUNITIES IN BLOOM IS MADE POSSIBLE BY**

The commitment of local, provincial and national volunteers,

The support of elected officials and of staff in municipalities,

The dedication of our judges, staff and organizations, and

The contributions of our sponsors and partners!



**2025 Provincial Edition**

**Barrhead**

**Acknowledging Excellence in**

**Edible Gardens**



Sherry Cote  
President  
Communities in Bloom Alberta Society

Sharon E. Miller  
Provincial Coordinator  
Communities in Bloom Alberta