



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, FEBRUARY 8, 2022 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – January 25, 2022
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Sergeant Bob Dodds, representing the Barrhead RCMP Detachment
6. Old Business
 - (a) Electric Vehicle Charging Station
7. New Business
 - (a) Municipal Planning Committee – Member-at-Large Appointment
 - (b) Appointment to the Barrhead Regional Landfill Committee

8. Reports

- (a) Council Reports
- (b) CAO Report
- (c) Council Action List to January 25, 2022

9. Minutes

- (a) Barrhead & District Family and Community Support Services – December 16, 2021

10. Bylaw

- (a) Bylaw 03-2022, the 2022 Designated Manufactured Home Supplementary Assessment Bylaw

11. Correspondence Items

- (a) Letter from the Alberta Justice and Solicitor General
- (b) Letter dated January 12, 2022 from the Alberta Municipalities Strength in Members

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) There are no Closed Session Items

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JANUARY 25, 2022,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Officials: Ed LeBlanc, CAO, Jennifer Mantay, Director of Corporate Services, Shallon Touet, Director of Parks and Recreation and Jennifer Pederson, Communications Coordinator

Others: Barry Kerton, Barrhead Leader

ABSENT

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

AGENDA The agenda was reviewed.

030-22 Moved by Cr. Sawatzky that the agenda be accepted with the following additions:

- 8(a) FCSS Report
- 14(a) Closed Session – Legal

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES The Minutes of the Town Council Regular Meeting of January 11, 2022, were reviewed.

031-22 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of January 11, 2022 be accepted as presented.

CARRIED UNANIMOUSLY

The Minutes of the Town Council Special Meeting of January 17, 2022, were reviewed.

032-22 Moved by Cr. Klumph that the Minutes of the Town Council Special Meeting of January 17, 2022 be accepted as presented.

CARRIED UNANIMOUSLY

AQUATICS CENTRE – SECURITY SERVICE

The Aquatics Centre’s Security Service, was reviewed.

Ed LeBlanc, CAO presented the report and Shallon Touet, Director of Parks and Recreation answered questions of Council.

ENTERED Jennifer Pederson, Communications Coordinator entered the Chambers at 5:31 p.m.

033-22 Moved by Mayor McKenzie that Council authorize a budget of \$2,500.00 per week to provide security services for the Aquatics Centre in response to the implementation of the Restriction Exemption Program and that Administration provide a report at the next Council Meeting.

CARRIED UNANIMOUSLY

REQUEST FOR PROPOSALS – ALL-WHEEL SKATE PARK

The submitted proposals of a design and construction of a permanent all-wheel skate park on Town owned property, was reviewed.

Ed LeBlanc, CAO presented the report and Shallon Touet, Director of Parks and Recreation answered questions of Council.

034-22 Moved by Cr. Smith that Council authorizes Administration to enter into an agreement with New Line Skateparks to complete the final design and construction details for an all- wheel skate park to be located on Lot 9A Block 1 Plan 0521175, as presented.

CARRIED UNANIMOUSLY

EXITED Jennifer Pederson, Communications Coordinator and Shallon Touet, Director of Parks and Recreation exited the Chambers at 5:50 p.m.

**PURCHASE OF A NEW
MOTOR GRADER**

For Council to authorize the purchase of a new motor grader, was reviewed.

035-22 Moved by Cr. Klumph that Council approves the purchase of a 2022 John Deere 670GP motor grader in the amount of \$391,000.00 from Brandt Tractor Ltd. with a trade-in of the 2005 Volvo motor grader unit in the amount of \$40,000.00 leaving a balance of \$351,000.00 (G.S.T. excluded).

CARRIED UNANIMOUSLY

**PROPOSED
POLICY 12-017(A)**

For Council to approve Policy 12-017(a) Workplace Violence Prevention Policy, as presented.

036-22 Moved by Cr. Kluin that Council approves Policy 12-017(a) Workplace Violence Prevention Policy, as revised and directed by Council.

CARRIED UNANIMOUSLY

**PROPOSED
POLICY 12-017(B)**

For Council to approve Policy 12-017(b) Workplace Harassment Prevention Policy, as presented.

037-22 Moved by Cr. Kluin that Council approves Policy 12-017(b) Workplace Harassment Prevention Policy, as revised and directed by Council.

CARRIED UNANIMOUSLY

**APPOINTMENT – MEMBER
AT LARGE**

For Council to consider an appointment to the Municipal Planning Committee, was reviewed.

038-22 Moved by Sawatzky that Council appoints Ms. Pia Greig to the Municipal Planning Committee, for a one-year term from January 1, 2022 to December 31, 2022.

CARRIED UNANIMOUSLY

**MONTHLY BANK
STATEMENT**

The Monthly Bank Statement for the month ended December 31, 2021, was received.

039-22 Moved by Cr. Oswald that Council approve the Monthly Bank Statement for the month ended December 31, 2021, as presented.

CARRIED UNANIMOUSLY

**2021 YEAR END PRELIMINARY
FINANCIAL SUMMARY &
RESERVE TRANSFERS**

The 2021 Year End Preliminary Financial Summary, Operating Revenues & Expenses Summaries and to authorize the various Transfers to Reserves for the period ended December 31, 2021, was reviewed.

Jennifer Mantay, Director of Corporate Services presented the various reports and answered questions of Council.

040-22 Moved by Cr. Klumph that Council approves the preliminary Financial Statement for year ending December 31, 2021, as presented.

CARRIED UNANIMOUSLY

041-22 Moved by Cr. Klumph that Council approves the Summary of Operating Revenues and Expenditures Report for year ending December 31, 2021, as presented.

CARRIED UNANIMOUSLY

042-22 Moved by Cr. Klumph that Council approves the various transfers to/from Operating and Capital Reserves for year ending December 31, 2021, as amended.

CARRIED UNANIMOUSLY

043-22 Moved by Cr. Assaf that Council approves the Operating and Capital Reserves Report for year ending December 31, 2021, as presented.

CARRIED UNANIMOUSLY

EXITED

Jennifer Mantay, Director of Corporate Services exited the Chambers at 6:24 p.m.

**REPORTS TO
COUNCIL**

The following Reports to Council as of January 25, 2022, were reviewed:

- Barrhead Cares Coalition
- Chamber of Commerce
- Community Futures Yellowhead East
- Family & Community Support Services Society
- Library Board
- Recreation Services (February 2022 – Aquatics Calendar)

044-22 Moved by Cr. Smith that the following Reports to Council as of January 25, 2022, be accepted as information:

- Barrhead Cares Coalition
- Chamber of Commerce
- Community Futures Yellowhead East
- Family & Community Support Services Society
- Library Board
- Recreation Services (February 2022 – Aquatics Calendar)

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

The following correspondence items were reviewed:

Letter dated January 7, 2022 from the Municipality of Crowsnest Pass, supporting the City of Cold Lake to have the College of Physicians and Surgeons of Alberta consider streamlining the assessment process for foreign physicians.

Letter dated January 7, 2022 from the Municipality of Crowsnest Pass, requesting that the College & Association of Registered Nurses of Alberta consider fast tracking immigrant nurses for certification in Alberta.

Letter dated January 13, 2022 from the Town of Tofield, requesting that the Provincial Government provide vaccines to rural pharmacies to vaccinate youth.

045-22

Moved by Cr. Assaf that Council accepts the following correspondence, as information:

(a) letter dated January 7, 2022 from the Municipality of Crowsnest Pass, supporting the City of Cold Lake to have the College of Physicians and Surgeons of Alberta consider streamlining the assessment process for foreign physicians.

(b) letter dated January 7, 2022 from the Municipality of Crowsnest Pass, requesting that the College & Association of Registered Nurses of Alberta consider fast tracking immigrant nurses for certification in Alberta.

(c) letter dated January 13, 2022 from the Town of Tofield, requesting that the Provincial Government provide vaccines to rural pharmacies to vaccinate youth.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie thanked Jennifer Pederson, Communications Coordinator, for addressing the various responses to the issuance of the News Release and Frequently Asked Questions.

Cr. Sawatzky thanked all staff who were involved with successfully managing the 2021 Budget.

RECESSED

46-22

Moved by Cr. Smith to recess the meeting at 6:45 p.m.

CARRIED UNANIMOUSLY

RECONVENED

047-22

Moved by Cr. Kluin to reconvene the meeting at 7:08 p.m.

CARRIED UNANIMOUSLY

**CLOSED SESSION – FOIP ACT
SECTION 16 – LEGAL**

048-22

Moved by Cr. Klumph that Council go in closed session at 7:08 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

049-22 Moved by Cr. Kluin that Council come out of closed session at 7:09 p.m.

CARRIED UNANIMOUSLY

ADJOURN

050-22 Moved by Cr. Assaf that the Council Meeting be adjourned at 7:09 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: February 8, 2022

Re: 5:30 p.m. Delegation- Sgt. R.W.(Bob) Dodds, representing the Barrhead Detachment, RCMP

1.0 PURPOSE:

Sergeant Dodds' regular appointment of presenting the Community Policing Report representing the January to December: 2017 – 2021.

2.0 BACKGROUND AND DISCUSSION:

Sergeant Dodds presents this information and data on a regular basis to Council. For this particular presentation, Council will be asked about the Town's priorities for the 2022/2023 Annual Performance Plan.

3.0 ALTERNATIVES:

3.1 Council accept Sergeant Dodds' presentation on the Barrhead Provincial Detachment Crime Statistics Report from January to December - 2017 to 2021, as information.

3.2 Council tables the Barrhead Provincial Detachment Crime Statistics Report from January to December- 2017 to 2021 and request further information from Sergeant Dodds.

4.0 FINANCIAL IMPLICATIONS:

Not Applicable

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Crime Statistics January to December 2017 – 2021.

9.0 RECOMMENDATION:

Council accept Sergeant Dodds' presentation on the Barrhead Provincial Detachment Crime Statistics Report from January to December - 2017 to 2021, as information.

(original signed by the CAO)

Edward LeBlanc
CAO



Barrhead Provincial Detachment

Crime Statistics (Actual)

January to December: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January-06-22

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		1	4	1	0	0	-100%	N/A	-0.6
Robbery		2	2	6	6	3	50%	-50%	0.6
Sexual Assaults		11	13	8	14	8	-27%	-43%	-0.5
Other Sexual Offences		18	8	7	14	10	-44%	-29%	-1.0
Assault		115	81	78	91	81	-30%	-11%	-5.8
Kidnapping/Hostage/Abduction		0	4	6	3	0	N/A	-100%	-0.1
Extortion		3	9	6	1	5	67%	400%	-0.4
Criminal Harassment		26	23	37	21	23	-12%	10%	-0.8
Uttering Threats		43	44	28	45	31	-28%	-31%	-2.3
TOTAL PERSONS		219	188	177	195	161	-26%	-17%	-10.9
Break & Enter		84	125	138	129	101	20%	-22%	3.8
Theft of Motor Vehicle		106	75	81	74	80	-25%	8%	-5.3
Theft Over \$5,000		18	23	21	20	15	-17%	-25%	-0.9
Theft Under \$5,000		259	244	242	180	166	-36%	-8%	-25.0
Possn Stn Goods		34	46	75	60	44	29%	-27%	3.4
Fraud		46	36	46	39	67	46%	72%	4.5
Arson		4	9	12	12	11	175%	-8%	1.7
Mischief - Damage To Property		0	0	33	53	71	N/A	34%	19.5
Mischief - Other		110	79	62	10	15	-86%	50%	-25.9
TOTAL PROPERTY		661	637	710	577	570	-14%	-1%	-24.2
Offensive Weapons		18	24	17	15	19	6%	27%	-0.7
Disturbing the peace		24	24	26	26	20	-17%	-23%	-0.6
Fail to Comply & Breaches		169	120	137	101	81	-52%	-20%	-19.5
OTHER CRIMINAL CODE		50	52	49	50	41	-18%	-18%	-2.0
TOTAL OTHER CRIMINAL CODE		261	220	229	192	161	-38%	-16%	-22.8
TOTAL CRIMINAL CODE		1,141	1,045	1,116	964	892	-22%	-7%	-57.9



Barrhead Provincial Detachment Crime Statistics (Actual) January to December: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January-06-22

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	2	0	0	0	N/A	N/A	-0.2
Drug Enforcement - Possession		38	28	26	37	28	-26%	-24%	-1.1
Drug Enforcement - Trafficking		10	8	9	10	5	-50%	-50%	-0.8
Drug Enforcement - Other		2	0	0	0	0	-100%	N/A	-0.4
Total Drugs		50	38	35	47	33	-34%	-30%	-2.5
Cannabis Enforcement		0	0	4	0	2	N/A	N/A	0.4
Federal - General		14	8	9	7	5	-64%	-29%	-1.9
TOTAL FEDERAL		64	46	48	54	40	-38%	-26%	-4.0
Liquor Act		12	23	25	35	17	42%	-51%	2.2
Cannabis Act		0	2	11	9	2	N/A	-78%	1.1
Mental Health Act		62	112	93	123	79	27%	-36%	4.5
Other Provincial Stats		123	120	132	170	177	44%	4%	15.8
Total Provincial Stats		197	257	261	337	275	40%	-18%	23.6
Municipal By-laws Traffic		2	1	1	1	1	-50%	0%	-0.2
Municipal By-laws		40	44	35	47	56	40%	19%	3.5
Total Municipal		42	45	36	48	57	36%	19%	3.3
Fatals		0	0	1	2	0	N/A	-100%	0.2
Injury MVC		34	25	27	12	27	-21%	125%	-2.7
Property Damage MVC (Reportable)		377	375	382	301	269	-29%	-11%	-29.0
Property Damage MVC (Non Reportable)		22	23	29	24	26	18%	8%	0.9
TOTAL MVC		433	423	439	339	322	-26%	-5%	-30.6
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Provincial Traffic		270	1,020	937	1,300	2,710	904%	108%	516.0
Other Traffic		11	13	11	9	9	-18%	0%	-0.8
Criminal Code Traffic		61	80	86	115	45	-26%	-61%	0.3
Common Police Activities									
False Alarms		143	124	77	45	41	-71%	-9%	-28.3
False/Abandoned 911 Call and 911 Act		136	133	170	123	87	-36%	-29%	-10.8
Suspicious Person/Vehicle/Property		206	210	405	286	232	13%	-19%	12.8
Persons Reported Missing		30	32	26	30	19	-37%	-37%	-2.4
Search Warrants		5	4	2	4	5	0%	25%	0.0
Spousal Abuse - Survey Code (Reported)		61	50	58	56	59	-3%	5%	0.2
Form 10 (MHA) (Reported)		0	0	0	9	10	N/A	11%	2.9

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: February 8, 2022

Re: Electric Vehicle Charging Station

1.0 PURPOSE:

To provide additional information relating to the potential installation of an electric vehicle charging station.

2.0 BACKGROUND AND DISCUSSION:

During the June 9, 2020 Council Meeting, Council passed the following resolution:

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

(Resolution No. 183-20)

Administration advised the Town of Edson accordingly back in 2020 and also made numerous attempts to connect with the Northwest Alberta Electric Vehicle Charging Network, but unfortunately unsuccessful. However, when A.U.M.A was contacted, they advised they were working on a grant program but was delayed as funding needed to be secured.

On January 19, 2022 the Town received an e-mail from *Alberta Municipalities (AM)* announcing a \$3 million rebate program funded by the Minister of Natural Resources Canada and the Government Alberta. The funding program will be administered through the Municipal Climate Change Action Centre (MCCAC).

The funding program will cover 100% of the purchasing and installing a new charging station up to:

- \$10,000.00 for each Level 2 charging connector (for charging over several hours)
- \$150,000.00 for each Level 3 - fast charger (for charging up in 30 minutes)

Director Shallon Touet and I had an initial conversation with a potential vendor last week and also participated in a webinar hosted by MCCAC on February 3rd. Based on these two meetings, I submit the following:

- a) Municipalities are eligible for a maximum grant of \$200,000.00.
- b) Funding allocation is made on a first-come, first-served basis. The grant is only allocated and secured once the funding agreement has been endorsed.
- c) The Charging Stations must be on municipal owned land or street.
- d) Based on preliminary pricing, the maximum grant allotment could cover the cost for two Level 3 charging stations. The Town would make application for the full \$200,000.00.
- e) The example of an actual charging station allows up to three vehicles charging at the same time.
- f) Installing three-phase power is ineligible for funding, so there will be some financial investment required from the Town. Administration will contact Fortis to determine if they are in a position to partner with the Town.
- g) Subject to the cost of the required three-phase power, the cost recovery model for a Level 3 Station is approximately \$5.00 - \$10.00/hour.
- h) Private companies are not eligible for grant funding.
- i) Grant funding will only be distributed after expenses are verified by MCCAC.

Subject to the cost of installing three-phase power, Administration has identified three potential sites:

- Preferred site # 1 – parking stalls near the Memorial Park along Highway 33
- Preferred site # 2 – parking stalls, east side of the Bowling Alley. The Curling Rink has three-phase power.
- Preferred site # 3 – parking stalls near the Gazebo Park along Highway 33

Steps moving forward:

Step 1 – Submit an Expression of Interest to Municipal Climate Change Action Centre

On January 27th, Director Touet completed and submitted the Town's Expression of Interest.

Step 2 – Submit a grant application.

Based on the Town's submitted Expression of Interest, Director Touet has a meeting with Municipal Climate Change Action Centre scheduled for February 9th to review the requirements for the grant application. In the interim, Director Touet is attempting to obtain estimates on the cost to install three-phase power.

Part of the grant application includes the attachment of quotes for the purchase and installation of the charging station(s).

Step 3 – Sign the funding agreement

Once the cost of installing three phase power is known and any other components have been addressed, the proposed funding agreement will be forward to Council for review and possible endorsement. As the submission of the grant application is time sensitive, Administration will probably request a special Council Meeting to address this matter.

3.0 ALTERNATIVES:

- 3.1 Council accepts the report in respect to electric vehicle charging stations, as information.
- 3.2 Council tables the report on electric vehicle charging stations the and instructs Administration to provide further information at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

Council accepts the report in respect to electric vehicle charging stations, as information.

(original signed by the CAO)

Edward LeBlanc
CAO

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: February 8, 2022

Re: Municipal Planning Committee – Member-at-large appointment

1.0 PURPOSE:

For Council to consider an appointment to the Municipal Planning Committee.

2.0 BACKGROUND AND DISCUSSION:

The following is an excerpt from Bylaw 09-16:

The Municipal Planning Committee shall consist of the following voting membership.

a. Two (2) Members-at-large appointed by Council

Steve Bablitz, is interested in becoming a member of the MPC. Should the noted appointment be made, it would fill both vacancies.

The noted vacancy was advertised for two weeks and Mr. Bablitz was the only individual that expressed an interest in the appointment.

3.0 Alternatives:

3.1 Council appoints Mr. Steve Bablitz to the Municipal Planning Committee, for a one-year term from January 1, 2022 to December 31, 2022.

3.2 Council accepts the letter from Mr. Steve Bablitz dated January 24, 2022, as information and instructs Administration to advertise for one member-at-large for the Municipal Planning Commission.

4.0 Financial Implications:

Not applicable, as members to the MPC do not receive any compensation.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Not applicable.

8.0 Attachments:

8.1 - Email dated January 24, 2022 from Mr. Steve Bablitz.

9.0 Recommendations

Council appoints Mr. Steve Bablitz to the Municipal Planning Committee, for a one-year term from January 1, 2022 to December 31, 2022.

(original signed by the CAO)
Edward LeBlanc
CAO

Cheryl Callihoo

From: Town of Barrhead
Sent: Tuesday, January 25, 2022 8:35 AM
To: Cheryl Callihoo
Subject: FW: Planning Commission

From: Bablitz, Steve
Sent: Monday, January 24, 2022 4:29 PM
To: Town of Barrhead <town@barrhead.ca>
Subject: Planning Commission

Good afternoon Cheryl;

I am interested in joining the Planning Commission. I now work out of my home for Employabilities here in town. As you know I am on the Twinning Committee; Library Board, Legion Executive, Chamber of Commerce (Director) and Ag Society. I think with my community knowledge; I would be a great asset to the committee.

I am available anytime.

Thanks;

Steve Bablitz
Employment Facilitator Barrhead/Gunn
EmployAbilities North

w. www.employabilities.ab.ca



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REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: February 8, 2022

Re: Appointment to the Barrhead Regional Landfill

1.0 PURPOSE:

For Council to appoint a member of Council to the Barrhead Regional Landfill Committee.

2.0 BACKGROUND AND DISCUSSION:

During the October 26, 2021 Organizational Meeting, Council appointed Councillor Sawatzky to the Regional Landfill Committee and Councillor Klumph, as an alternate.

The current joint agreement with the County of Barrhead outlines that both municipalities appoint two elected members to the Committee.

3.0 Alternatives:

3.1 That Council appoints Councillor Klumph to the Barrhead Regional Landfill Committee for the 2021-2022 term.

3.2 That Council appoints Councillor Klumph to the Barrhead Regional Landfill Committee and another member of Council as an alternate for the 2021-2022 term.

4.0 Financial Implications:

Not applicable.

5.0 Interdepartmental Implications:

Not applicable.

6.0 Senior Government Implications:

Not applicable.

7.0 Political/Public Implications:

Not applicable.

8.0 Attachments:

None

9.0 Recommendations

That Council appoints Councillor Klumph to the Barrhead Regional Landfill Committee for the 2021-2022 term.

(original signed by the CAO)

Edward LeBlanc
CAO

**COUNCIL REPORTS
AS OF FEBRUARY 8, 2021**

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



C.A.O Report

To: Town Council

Date: February 8, 2022

Re: February 8, 2022 Report

General Administration Services:

The Department is completing the final details for the March Budget Retreat.

Legislative and Development Services:

- Appeal Hearing relating to the pending construction of a Dairy Queen restaurant is scheduled for Monday February 14th at 9:30 at the Charles Godberson Room.
- In conjunction with the Alberta Japan Twinned Municipalities Association, Councillor Klumph and Director Callihoo have been invited to participate in an international virtual symposium scheduled to be held on Friday June 24, 2022.

Enforcement Services:

The Department currently has 30 open file under review/investigation:

- Bylaw issues: 27 files
- Traffic Enforcement (ie: speeding, school zone speeding, distracted driving, fail to obey stop sign): 2 files
- Animal control matters: 1 file

Fire Protection Services:

- Incidents from January 1 – January 31, 2022
 - Fires – 1
 - Down Power Line - 2
 - Vehicle Accidents – 4
 - Gas leak – 1

- Public Service - 1
- Rupture water pipe - 1
- Medical Assist – 8
- RCMP Assist - 1
- False Alarms – 5

For the month of January there were a total of 24 calls which represented a total of 157 firefighter hours.

➤ Training:

- Completed the NFPA 1072 hazmat awareness 4 students.
- Forceable entry, patient search and rescue.
- Interior fire attack and live fire event.
- Ice rescue refresher course at the water treatment plant.

➤ Other

- Annual commercial vehicle inspection completed on Tender 34 and Engine 33.

➤ Total membership of 37; 34 responding members with 1 new recruits and 2 members on a leave of absence.

Recreation Services:

➤ Operational:

- Completed the required repairs for the pathway lights around Cecile Martin Park and all installed new LED light fixtures over the skating area.
- Staff has started fitness classes back up and the participants are very happy with this.
- Staff held special events for Teachers' PD day which seemed to be very popular.
- School swims (both public and homeschool) continue to be very popular.
- Special event swim went over very well, the kids enjoyed the games and activities.
- Continue maintenance on outdoor skating area and other snowing clearing duties.

➤ Special Events:

- Hockey tournament season and playoffs starting soon and into March.
- Additional Teachers' PD day swims Seniors

- Sweetheart Dance- February 11
- Winter Sports Demo Day- February 21 (weather permitting)

➤ Aquatics Centre - Restriction Exemption Program

- Administration has currently issued pro-rated pool pass refunds to 6 customers, 2 from the Town of Barrhead and 3 from the County of Barrhead, and 1 from outside our community. Generally, all of our customers are happy with the decision to go REP, with very few complaints. Our numbers are down slightly during the day time hours but remain virtually the same for the afternoon/evening openings.
- Additional youth nights to help accommodate Barrhead Swim Club, has many youths excited and only a couple of negative comments from adults who were required to leave the Aquatics Centre.
- Further information will be provided during the Council Meeting in respect to the week-end activities and number of patrons.

Transportation Services:

➤ Operational:

- The Department continues with the ongoing snow and ice removal from our streets including walking trail paths.
- Staff is busy with equipment repairs and maintenance.
- Staff completing their budget reports.
- Street and sidewalk sanding programs are on-going.
- Staff was successful in removing the vandalized stickers on the stop signs downtown.
- The Department changed out the last set of Nano-filtration Filters at Water Treatment Plant.

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

Edward LeBlanc - CAO

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JANUARY 25, 2022

Reference Number	Resolution	Comments	Status
	<u>January 25, 2022 Council Meeting</u>		
038-22	Moved by Sawatzky that Council appoints Ms. Pia Greig to the Municipal Planning Committee, for a one-year term from January 1, 2022 to December 31, 2022.	Ms. Grieg was advised accordingly.	Completed
037-22	Moved by Cr. Kluin that Council approves Policy 12-017(b) Workplace Harassment Prevention Policy, as revised and directed by Council.		Completed
036-22	Moved by Cr. Kluin that Council approves Policy 12-017(a) Workplace Violence Prevention Policy, as revised and directed by Council.		Completed
035-22	Moved by Cr. Klumph that Council approves the purchase of a 2022 John Deere 670GP motor grader in the amount of \$391,000.00 from Brandt Tractor Ltd. with a trade-in of the 2005 Volvo motor grader unit in the amount of \$40,000.00 leaving a balance of \$351,000.00 (G.S.T. excluded).	The order was placed.	Completed
034-22	Moved by Cr. Smith that Council authorizes Administration to enter into an agreement with New Line Skateparks to complete the final design and construction details for an all- wheel skate park to be located on Lot 9A Block 1 Plan 0521175, as presented.		Completed
033-22	Moved by Mayor McKenzie that Council authorize a budget of \$2,500.00 per week to provide security services for the Aquatics Centre in response to the implementation of the Restriction Exemption Program and that Administration provide a report at the next Council Meeting.	Security Company was in place on February 1, 2022	Completed

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JANUARY 25, 2022

	<u>January 17, 2022 Council Meeting</u>		
028-22	Moved by Mayor McKenzie that Council instructs Administration to explore the establishment of a security system for the Aquatic Centre in respect to the Restriction Exemption Program with a view of a potential cost recovery format. The requested information to be presented at the next Council Meeting.	Please refer to Resolution # 033-22	Completed
027-22	Moved by Mayor McKenzie that the Town implement the Restriction Exemption Program for the Aquatic Centre, effective February 1, 2022.		Completed
	<u>January 11, 2022 Council Meeting</u>		
013-22	Moved by Cr. Sawatzky that Council appoints Mr. Les Goertz as a member-at-large to the Barrhead Regional Fire Services Committee for the 2021/2022 term.	Mr. Goertz was advised in writing.	Completed
012-22	Moved by Cr. Klumph that Council appoints Ms. Karen Christiansen as a member-at-large to the Barrhead Public Library Board, for a three-year term from January 1, 2022 to December 31, 2024.	Required notification was made.	Completed
010-22	Moved by Cr. Klumph that Council authorizes the purchase of 45 solid waste recycle bins at a budget of \$85,000.00 as presented.	Order has been placed; end of March is the expected delivery date.	Completed
	<u>December 14, 2021 Council Meeting</u>		
435-21	Moved by Cr. Assaf that Council authorize the donation of the 2002 Zamboni unit to a Neerlandia Group if and when the Town purchases a new Zamboni.	Administration advised the Neerlandia Group, in writing of Council's commitment.	Considered completed
433-21	Moved by Cr. Klumph that Council deny the request from the Barrhead and District Historical Society for the Town to purchase a membership and to receive their letter dated November 16, 2021, as information.	Administration advised the Society in writing of Council's direction.	Completed

Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JANUARY 25, 2022

431-21	Moved by Cr. Klumph that Council instructs Administration to work with the Barrhead Regional Water Commission to come up with an agreement whereby the Commission pays the Town for future sewer operating expenses and capital expenditures.	Administration is gathering financial data to formula a model to recover some of the operational cost. Once the costs are agreed upon by the Water Commission it would be included in the budget - as outlined in the existing Operational Agreement. Administration is reviewing different types of documents that would serve to secure future financial capital commitments from the Water Commission.	In Progress
430-21	Moved by Cr. Assaf that the Town approve the bridge funding for the Barrhead & District FCSS Society's THRIVE PROGRAM to a maximum of \$ 6,600.00 with the funds to be derived from the 2022 Operating Budget.	Administration advised the Society in writing of Council's decision.	Completed
	<u>November 23, 2021 Council Meeting</u>		
415-21	Moved by Cr. Assaf that Council directs Administration to make the necessary arrangements for the recognition of long service awards for elected officials for the 2022 AUMA Convention.	It was confirmed by AM (Alberta Municipalities) that there is recognition for long service of municipal elected officials with 20 years of service. Nomination packages are released in the Spring. 2021 deadline was July 9, 2021. Administration will forward information on Councillor Don Smith and other past elected officials for the 2022 Convention.	In Progress
416-21	Moved by Cr. Assaf that Council directs Administration to make the necessary arrangements for the recognition of long service awards for Town employees for the 2022 AUMA Convention.	It was confirmed by AM (Alberta Municipalities) that there is no recognition for long service for municipal employees.	Completed
	<u>April 13, 2021 Council Meeting</u>		
141-21	Moved by Cr. Smith that Administration move forward on preparing the Traffic Impact Assessment for a cost not to exceed \$7,000.00.	On Thursday February 3rd Administration contacted our Consultant and was advised that the draft T.I.A. will be completed by early next week. Once the document is reviewed by our office, it will be forward to Alberta Transportation for their endorsement. It is important to note that our Consultant has been involving Alberta Transportation in every stage of the draft to ensure the draft meets with the Province's planning parameters. It is hope to have an endorsed T.I.A. from the Province by early April.	In Progress

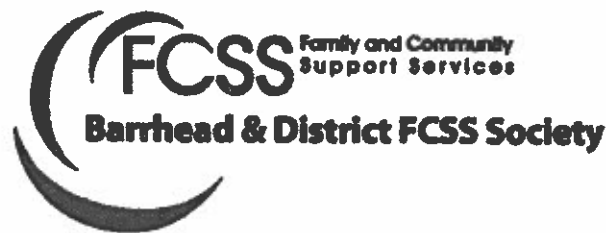
Town of Barrhead

COUNCIL ACTION LIST ON RESOLUTIONS DIRECTING ADMINISTRATION - AS OF JANUARY 25, 2022

	<u>March 9, 2021 Council Meeting</u>		
083-21	Moved by Cr. Assaf that Council authorize the disposal of the 2012 International garbage truck at a public auction, vendor to be at the discretion of Administration.	Expecting new unit will be delivered sometime in February. The current unit will be disposed this year.	Pending
	<u>June 9, 2020 Council Meeting</u>		
183-20	Moved by Mayor McKenzie to direct Administration to respond to the letter from the Town of Edson, dated May 25, 2020, inviting the Town of Barrhead to participate into the Northwest Alberta Electric Vehicle Charging Network by advising them that the Town of Barrhead has alternative thoughts and that Administration will bring back further information to Council.		Completed - the requested information forms part of the February 8th Council Agenda
	<u>July 9, 2019 Council Meeting</u>		
232-19	Moved by Cr. Assaf that Council donate the old traffic lights to the Chamber of Commerce and Mainstreet Merchants for a fundraising event.	One set was auctioned at the December/2021 Festival of Trees. Administration was advised that the other three sets will be used for the Organizations' future funding raising events.	Considered completed

APPROVED

January 20, 2022



**Barrhead & District Family and Community
Support Services Society
Thursday, DECEMBER 16, 2021
Regular Board Meeting
MINUTES**

Present:

Jane Wakeford – Chair
 Dan Garvey – Vice Chair
 Mark Oberg – Secretary/Treasurer
 Karen Gariepy – Executive Director
 Carol Lee – Recording Secretary
 Judy Bradley Vicki Kremp Anthony Oswald Dausen Kluin Sally Littke
 Marsha Smith Sharen Veenstra Bill Lane Paul Properzi

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

The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order at 9:31 am., by Chair, Jane Wakeford.

2) Acceptance of Agenda – Additions/Deletions

82-21 Moved by Judy Bradley to accept the agenda as amended, motion seconded by Bill Lane.

Carried

3) Items for Approval**a) Minutes for the regular Board meeting of the Barrhead & District FCSS October 14, 2021**

83-21 Moved by Dausen Kluin to accept the minutes of the regular Board meeting, November 16, 2021. Motion seconded by Anthony Oswald.

Carried

b) Financial Statements

84-21 Moved by Bill Lane and seconded by Marsha Smith to accept the 80/20 General Account, Community Account and Casino Account Financial Statements for the period ending, November 30, 2021, as presented.

Carried

4) New Business**a) Christmas Hamper Gift Card Purchase**

85-21 Moved by Sally Littke and seconded by Marsha Smith to approve the purchase of \$13,000 worth of gift cards for the Christmas Hampers.

Carried

b) Board Committees

Bill Lane will stay on Finance and move to Personnel Committee and Nomination Committee, Paul Properzi will take Board Evaluation Committee, Anthony Oswald will take Board Evaluation Committee and Nomination Committee, might take over as chair, Dausen Kluin will take chair of Nomination Committee and will ask returning board member Leslie Penny which committees she wants to sit on

Old Business

a) Auditor

Have another auditor to contact. Local accounting firms have not responded to our request.

5) Items for Information

- a. Director's Report
- b. Staff Reports
- c. National/Provincial Report Card
- d. FCSSAA Conference Reports
- e. FCSSAA Northeast Regional Meeting Minutes

86-21 Dan Garvey moved to accept all the reports as information. Motion seconded by Judy Bradley.

Carried

6) Board Development

Nothing at this time

7) In Camera

87-21 Bill Lane moved to go 'in camera' at 10:35 a.m., seconded by Dausen Kluin.

Carried

88-21 Judy Bradley moved to come out of 'in camera' at 10:50 a.m., seconded by Marsha Smith.

Carried

8) Next Meeting: Thursday, January 20, 2022

9) Adjournment

89-21 Dan Garvey moved to adjourn the meeting at 10:57 a.m., motion seconded by Marsha Smith.

Carried

**Barrhead & District Family and Community Support Services Society
Regular Board Meeting of December 16, 2021**



Chairperson



Recording Secretary



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: February 8, 2022

Re: Draft Bylaw 03-2022, the 2022 Designated Manufactured Home Supplementary Assessment Bylaw

1.0 PURPOSE:

For Council to pass all three readings of Bylaw 03-2022, the 2022 Designated Manufactured Home Supplementary Assessment Bylaw.

2.0 BACKGROUND AND DISCUSSION:

The Designated Manufactured Home Supplementary Assessment Bylaw has to be approved by Council every year by May 1st. This Bylaw authorizes the preparation of supplementary assessments of designated manufactured homes mid-year and only located in manufactured home parks.

3.0 ALTERNATIVES:

- 3.1 Council pass all three readings of Bylaw 03-2022, the 2022 Designated Manufactured Home Supplementary Assessment Bylaw, as presented.
- 3.2 Council instructs Administration to provide further information relating to the proposed draft Bylaw 03-2022, Designated Manufactured Home Supplementary Assessment Bylaw and to present it at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Limited, as it is uncertain when units would moved away and/or into the designated Park.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

8.1 Draft Bylaw 03-2022, the 2022 Designated Manufactured Home
Supplementary Assessment Bylaw

1.0 RECOMMENDATIONS:

That Council give all three readings to Bylaw 03-2022, the 2022 Designated
Manufactured Home Supplementary Assessment Bylaw, as presented.

(Original signed by the CAO)
Edward LeBlanc
CAO

BYLAW 03-2022

**THE 2022 DESIGNATED MANUFACTURED HOME SUPPLEMENTARY
ASSESSMENT BYLAW**

**A BYLAW OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO
AUTHORIZE THE PREPARATION OF SUPPLEMENTARY ASSESSMENTS OF
DESIGNATED MANUFACTURED HOMES IN THE TOWN OF BARRHEAD.**

WHEREAS, Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, 2000, and amendments thereto, a Council may pass a Bylaw authorizing the preparation of supplementary assessments, and;

WHEREAS, the Council of the Town of Barrhead, has deemed it in the best interests of the Town of Barrhead to pass a Bylaw authorizing the preparation of supplementary assessments of designated manufactured homes located in mobile home parks only;

NOW THEREFORE, duly assembled in a regular meeting, the Council of the Town of Barrhead, in the Province of Alberta, hereby enacts as follows:

1. That this Bylaw shall be referred to as the 2022 Designated Manufactured Home Supplementary Assessment Bylaw.
2. That the Assessor for the Town of Barrhead is hereby authorized and directed to prepare supplementary assessments of designated manufactured homes, located in mobile home parks for the taxation year 2022.
3. That Bylaw 01-2021 is hereby repealed.
4. That this Bylaw shall take full force and effect on the day of its final passing.

Read a first time this ____ day of _____, 2022.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

Read a second time this ____ day of _____, 2022.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

Read a third time this ____ day of _____, 2022 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

Edward LeBlanc, CAO

REQUEST FOR DECISION

To: Town Council
From: Edward LeBlanc, CAO
cc: File
Date: February 8, 2022
Re: Correspondence Items

Item (a) Letter from the Alberta Justice and Solicitor General, regarding recommendations that the Alberta Interim Police Advisory Board (AIPAB) made towards the implementation of the operational board to replace the interim board.

Recommendation:

That Council accepts the letter from the Alberta Justice and Solicitor General, regarding recommendations that the Alberta Interim Police Advisory Board (AIPAB) made towards the implementation of the operational board to replace the interim board, as information.

Item (b) Letter dated January 12, 2022 from the Alberta Municipalities Strength in Members, responding to the Alberta Police Interim Advisory Board's (APIAB) report recommending a recruitment and governance structure for the operational Alberta Police Advisory Board.

Recommendation:

That Council accepts the letter dated January 12, 2022 from the Alberta Municipalities Strength in Members, responding to the Alberta Police Interim Advisory Board's (APIAB) report recommending a recruitment and governance structure for the operational Alberta Police Advisory Board, as information.

(Original signed by the CAO)
Edward LeBlanc
CAO



ALBERTA
JUSTICE AND SOLICITOR GENERAL

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

AR 48941

Ms. Tanya Thorn
Chairperson
Alberta Interim Police Advisory Board
PO Box 20 Station Main
Okotoks AB T1S 1K1

Dear Ms. Thorn:

Thank you for your report outlining the recommendations that you and the Alberta Interim Police Advisory Board (AIPAB) have made towards the implementation of the operational board to replace the interim board. I have now had an opportunity to review and discuss the submission, and am pleased to provide the following comments and direction in response.

Scope and Terms of Reference for the Operational Board

The AIPAB was created as a means for Provincial Police Service Agreement (PPSA) municipalities to have input into provincial policing priorities, into provincial police business and financial plans, and into the build-up of the provincial police service resources related to the Police Funding Model (PFM). Within its mandate, the AIPAB was to develop recommendations on the scope and terms of reference for an operational board.

It was the AIPAB's recommendation in its Report on Governance, that the operational board's mandate should be broadened to represent all municipalities policed by the Royal Canadian Mounted Police (RCMP), both PPSA and Municipal Police Service Agreement (MPSA) municipalities. As such, the operational board would collaborate with the Government of Alberta (GoA) and the RCMP on provincial policing priorities and serve as a communication conduit between all municipalities served by the RCMP, rather than as a voice for PPSA municipalities.

It is the ministry's determination that the operational board will continue to represent those communities that receive day-to-day policing services from the RCMP paid for by Alberta and the PFM. As is the case with the interim board, *the operational board will continue to provide a voice for PPSA municipalities into provincial policing priorities and provincial police service resourcing and initiatives.*

.../2

Governance Structure and the Recruitment and Selection of the Operational Board

The AIPAB was further tasked with developing the governance documents for the operational board, including items such as a terms of reference, a competency matrix, a code of conduct, conflict of interest documents, and a mandate and roles document, along with a recruitment and selection process for operational board members. The AIPAB's dedication, time, and thoroughness in developing the governance documents included in the report is recognized and the documents will provide an excellent framework as we move forward to the operational board. Some modifications will be required to reflect my decisions set out in this letter.

In respect of the proposed recruitment and selection process, I also appreciate the reflection and considerations that went into developing the proposed process in which AIPAB would directly administer the recruitment and selection process of members to the operational board. However, *there is a standard GoA process to recruit and select members for agencies, boards and commissions, which I confirm will be utilized*, and through that process, all selected board members will require an appointment by the Minister before assuming their role. While that standard process will apply, *the ministry will also ensure that recruitment and selection further provides for regional representation in the appointments* consistent with the AIPAB's recommendation in that regard.

Mandate and Responsibilities for the Operational Board

In its Report on Governance, the AIPAB further developed recommendations around the mandate and responsibilities of the operational board, proposing that the operational board more broadly provide input, advice and recommendations on policing-related issues that it identifies as relevant. Going forward, it is determined that the operational board mandate and responsibilities will remain consistent with those set out in the originating terms of reference for the interim board, with the ability *to provide input, advice, and recommendations on any other issues, plans, or documents as determined by the GoA, in consultation with the operational board.*

Other AIPAB Recommendations

It is noted that in its Report on Governance the AIPAB also identified operational board financial support and permanency of the operational board as key considerations in moving forward and enabling an operational board to meet its mandate.

A. Financial Support

The AIPAB was primarily established in response to municipal requests to have a greater voice in the setting of provincial policing priorities, particularly given the new police funding model being implemented. Given the work completed by the AIPAB over the past year and a half, it requested that the ministry provide an annual budget for the operational board to provide for such things as administrative and information technology support, research projects, and report development as well as honoraria and expenses. While the ministry finance department will need to determine a concrete cost analysis and budget, I can confirm that *financial assistance for the operational board is supported in order to provide for honoraria, expenses, and a part-time administrative position to assist the operational board.*

B. Term of the Operational Board

The Terms of Reference provided to the AIPAB indicated that, when formed, the operational board would be in place for a four-year term to align with the five-year period of the *Police Funding Regulation* (PFR). The interim and operational board were intended to be in place during the same five-year period as the PFR, and to have the board's purpose and existence reviewed along with the police funding model and other PFR provisions prior to the end of the PFR five-year term.

In its Report on Governance, the AIPAB recommended that the operational board be formed as a permanent entity in order to benefit from "the hard work of all parties in developing the board's mandate and purpose" and that if not established as a permanent operational board, it "would send a negative message to municipal and community stakeholders about the importance of ongoing policing-related collaboration in the province".

While I appreciate the commitment of AIPAB board members and value the input of the municipalities, it is determined that the operational board be created with a term consistent with the original intention. *The operational board will have a term that extends to the end of the PFR period, and include a review prior to the term end in order to revisit the operational board's continued role, structure, and mandate.* This decision is not intended to diminish the important work of the AIPAB or an operational board, but it is intended to remain consistent with the PFR legislation and the intent of the initiatives implemented in that context. It also recognizes that other important work is underway respecting police service and oversight delivery, which may impact a review of the operational board's mandate as we near the end of the five-year term.

Again, I thank you for your dedication and commitment, and I appreciate the thought and consideration that went into this important work. Department staff will work with you to implement the operational board within the context of these governance decisions.

Yours very truly,



Kaycee Madu, QC
Minister

January 12, 2022

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Madu,

On behalf of the Alberta Police Interim Advisory Board (APIAB), thank you for your December 22, 2021 letter responding to the APIAB's report recommending a recruitment and governance structure for the operational Alberta Police Advisory Board.

While the APIAB is appreciative of your response, it unfortunately lacks detail on the implementation process of the operational board, including timelines and the continued role (if any) of the APIAB. More specifically, we would appreciate answers to the following questions:

- When does your Ministry plan to begin the recruitment process?
- When will the recruitment process be complete and the work of the operational board begin?
- Given that the official term of the APIAB ended on November 30, 2021, what role do you expect the APIAB to play during the transitional period prior to the commencement of the operational board?

While we are not in agreement with your decision to disregard the majority of the recommendations within our governance and recruitment report, we respect your role as final decision-making authority in this area. However, our members expect and deserve transparency related to your decisions regarding next steps and the role (or lack thereof) of the three APIAB member associations (RMA, ABMunis and AAPG) moving forward. The information within your letter does not provide this information.

We respectfully request a meeting with you to discuss next steps, including the three questions above, as soon as possible. Given the significant time and effort that the APIAB has dedicated to this issue over the past two years, such a meeting is a reasonable request and would reflect your respect for the work undertaken by the APIAB.

I look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tanya Thorn', with a long, horizontal, wavy line extending to the right.

Tanya Thorn
Chair
Alberta Police Interim Advisory Board

cc: Paul McLauchlin, President, Rural Municipalities of Alberta
Cathy Heron, President, Alberta Municipalities
John McDougall, Chair, Alberta Association of Police Governance
