



AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JANUARY 12, 2021 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – December 8, 2020
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) There are Delegations
6. Old Business
 - (a) Additional Information for Possible Access for 59 Avenue (44th Street to 43rd Street)
7. New Business
 - (a) 2021 Capital Purchases Authorization
 - (b) Bank Statement – for month ending November 30, 2020
 - (c) Board Membership Appointments

8. Reports

- (a) Barrhead Accessibility Coalition
- (b) Family & Community Support Services Society
- (c) Library Board
- (d) Yellowhead Regional Library Board
- (e) CAO's Report
- (f) Council Action List

9. Minutes

- (a) Yellowhead Regional Library Board – October 5, 2020

10. Bylaw

- (a) There are no Bylaws

11. Correspondence Items

- (a) Letter from Apex Utilities Inc./AltaGas Utilities Inc., dated November 9, 2020
- (b) Letter from Apex Utilities Inc., dated December 17, 2020
- (c) Letter from the City of Cold Lake, dated December 3, 2020

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) Pursuant to Section 24(1)(b) of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, DECEMBER 8, 2020,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

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

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

Others: Barry Kerton, Barrhead Leader

ABSENT

PRESENTATION

Presentation to Fire Chief Gary Hove, he was recognized by the Province for 32 years as a Firefighter.

CALL TO ORDER

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

AGENDA

The agenda was reviewed.

388-20

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

- 8(a) Twinning Committee Report
- 8(a) Yellowhead Regional Library
- 14(b) Closed Session – Legal - Pursuant to Section 16 of the FOIP Act
- 14(c) Closed Session – Legal - Pursuant to Section 16 of the FOIP Act

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of November 24, 2020, were reviewed.

389-20

Moved by Cr. Penny that the Minutes of the Town Council Regular Meeting of November 24, 2020 be accepted as presented.

CARRIED UNANIMOUSLY

**ALL SAINTS UKRAINIAN
ORTHODOX CHURCH
CEMETERY**

That request for maintenance service for the All Saints Ukrainian Orthodox Church Cemetery, was reviewed.

Ed LeBlanc, CAO reviewed with Council.

390-20

Moved by Cr. Penny that Council denies the request from the All Saints Ukrainian Orthodox Church Cemetery to provide any maintenance care at the All Saints Ukrainian Orthodox Church Cemetery and any other similar request from other religious entities, as presented.

CARRIED UNANIMOUSLY

**VEHICLE ACCESS FOR
59 AVENUE (44-43 STREET)**

To estimate cost to provide an alternate vehicle access for 59th Avenue (44th to 43rd Street, was reviewed.

Ed LeBlanc, CAO reviewed and answered questions of Council. The 2008 Development Agreement was discussed.

- 391-20 Moved by Cr. Klumph that Council receive the report on the estimate cost of \$55,000.00 to provide an alternate vehicle access for 59th Avenue onto 43rd Street (44th to 43rd Street) as presented and instruct Administration to incorporate the project in the Town's 10-year Capital Plan, as presented.

CARRIED UNANIMOUSLY

- 392-20 Moved by Cr. Klumph that Council instruct Administration to report back to Council on the proposed exit and the history of the development, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL WATER
COMMISSION – DRAFT 2021
BUSINESS PLAN**

The Barrhead Regional Water Commission's draft 2021 Business Plan dated October 26, 2020, was received.

Ed LeBlanc, CAO reviewed with Council.

- 393-20 Moved by Cr. Kluin that Council receives the Barrhead Regional Water Commission's draft 2021 Business Plan dated October 26, 2020, as information and as presented.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL WATER
COMMISSION – OPERATIONAL
AGREEMENT**

The Barrhead Regional Water Commission's Operational Agreement, was received.

- 394-20 Moved by Cr. Klumph that Council approves the draft Operational Agreement with the Barrhead Regional Water Commission, as presented.

CARRIED UNANIMOUSLY

**APEX UTILITIES INC.
FRANCHISE FEE 2021**

The Apex Utilities Inc. (previously known as AltaGas Utilities Inc.) Franchise Fee for the 2021 calendar year, was received.

- 395-20 Moved by Cr. Smith that Council approves the Apex Utilities Inc. (previously known as AltaGas Utilities Inc.) Franchise Fee to remain at 16% for the 2021 calendar year, as presented.

CARRIED UNANIMOUSLY

**FORTISALBERTA
FRANCHISE FEE 2021**

The FortisAlberta Franchise Fee for the 2021 calendar year, was received.

396-20 Moved by Cr. Oswald that Council approves the FortisAlberta Franchise Fee to remain at 12% for the 2021 calendar year, as presented

CARRIED UNANIMOUSLY

**BARRHEAD & DISTRICT TWINNING
COMMITTEE – 2021 OPERATING
BUDGET**

The Barrhead & District Twinning Committee's 2021 Operating Budget, was received.

397-20 Moved by Cr. Oswald that Council approves the Barrhead & District Twinning Committee's 2021 Operating Budget with the Town's obligation of \$3,550.00 as recommended by the Barrhead & District Twinning Committee, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD & DISTRICT TWINNING
COMMITTEE – 2022-2024 OPERATING
PLAN**

The Barrhead & District Twinning Committee's 2022-2024 Operating Plan, was received.

398-20 Moved by Cr. Oswald that Council approves the Barrhead & District Twinning Committee's proposed 2022-2024 Operating Plan, as recommended by the Barrhead & District Twinning Committee, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD JOHNSON AIRPORT
COMMITTEE – 2021 OPERATING BUDGET &
2022-2024 FINANCIAL PLAN**

The Barrhead Johnson Airport Committee's proposed 2021 Operating Budget and 2022-2024 Financial Plan, was received.

399-20 Moved by Mayor McKenzie that Council approves the Barrhead Johnson Airport Committee's proposed 2021 Operating Budget as recommended by the Barrhead Johnson Airport Committee, as presented.

CARRIED UNANIMOUSLY

400-20 Moved by Mayor McKenzie that Council approves the Barrhead Johnson Airport Committee's proposed 2022-2024 Financial Plan, as recommended by the Barrhead Johnson Airport Committee, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD JOHNSON AIRPORT
COMMITTEE – 2021 CAPITAL BUDGET**

The Barrhead Johnson Airport Committee's proposed 2021 Capital Budget, was received.

401-20 Moved by Cr. Assaf that Council approves the Barrhead Johnson Airport Committee's proposed 2021 Capital Budget, as recommended by the Barrhead Johnson Airport Committee, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD JOHNSON AIRPORT
COMMITTEE – 10 YEAR CAPITAL PLAN**

The Barrhead Johnson Airport Committee's 10 Year Capital Plan, was received.

402-20 Moved by Cr. Penny that Council approves the Barrhead Johnson Airport Committee's 10 Year Capital Plan, as recommended by the Barrhead Johnson Airport Committee, as presented.

CARRIED UNANIMOUSLY

BARRHEAD FCSS – 2021 OPERATING BUDGET WITH HIGHLIGHTS

The Barrhead & District Family Community Support Services (FCSS) 2021 Operating Budget with Highlights, was received.

403-20 Moved by Cr. Penny that Council approves the Barrhead & District Family Community Support Services Society's 2021 Operating Budget, as recommended by the Barrhead & District Family Community Support Services Society, as presented.

CARRIED UNANIMOUSLY

**BARRHEAD PUBLIC LIBRARY – 2021
OPERATING BUDGET AND 3 YEAR
OPERATING PLAN**

The Barrhead Public Library's proposed 2021 Operating Budget and 3-year Operating Plan, was received.

404-20 Moved by Cr. Klumph that Council approves the Barrhead Public Library's proposed 2021 Operating Budget, as recommended by the Barrhead Public Library Board, as presented.

CARRIED UNANIMOUSLY

405-20 Moved by Cr. Klumph that Council approves the Barrhead Public Library's proposed 2022-2024 Operating Plan, as recommended by the Barrhead Public Library Board, as presented.

CARRIED UNANIMOUSLY

**APPOINTMENTS – MEMBERS
AT LARGE**

For Council to appoint members-at-large, was reviewed.

406-20 Moved by Klumph that Council appoints the members-at-large to December 31, 2021:

- Municipal Planning Commission – Pia Greig and Dave Sawatzky
- Barrhead Regional Fire Services Committee – Les Goertz
- Twinning Committee – Nadine Quedenbaum (December 31, 2022)

CARRIED UNANIMOUSLY

**2021 INTERIM OPERATING AND
CAPITAL BUDGETS**

The Town of Barrhead's 2021 Interim Operating and Capital Budgets, were received.

EXITED Cr. Oswald declared a pecuniary interest pursuant to Section 172 of the MGA and vacated the Chambers at 6:03 p.m. Cr. Oswald's husband is a Town of Barrhead employee.

407-20 Moved by Cr. Klumph that Council approves a 1% COLA increase for all employees, effective January 1, 2021, as presented.

CARRIED UNANIMOUSLY

RE-ENTERED Cr. Oswald re-entered the Chambers at 6:05 p.m.

408-20 Moved by Cr. Smith that Council approves the 2021 Interim Municipal Operating Budget based upon Revenues of \$14,666,410.00 and Expenses of \$14,655,410.00 for a surplus of \$11,000.00, as presented.

CARRIED UNANIMOUSLY

409-20 Moved by Cr. Assaf that Council approves the 2021 Interim Capital Budget Revenues and Expenses each being \$6,944,860.00 and that there be no capital purchases without first receiving approval from Council, as presented.

CARRIED UNANIMOUSLY

**REPORTS TO
COUNCIL**

The following Reports to Council as of December 8, 2020, were reviewed:

- Twinning Committee
- Yellowhead Regional Library
- CAO's Report
- Council Action List

410-20 Moved by Cr. Oswald that the following Reports to Council as of December 8, 2020, be accepted as information:

- Twinning Committee
- Yellowhead Regional Library

CARRIED UNANIMOUSLY

411-20 Moved by Cr. Assaf that the CAO's Report to Council as of December 8, 2020, be accepted as information.

CARRIED UNANIMOUSLY

- 412-20 Moved by Cr. Penny that the Council Action List to Council as of December 8, 2020, be accepted as information.

CARRIED UNANIMOUSLY

MINUTES TO COUNCIL

The following Minutes to Council were reviewed:

- Community Futures Yellowhead East – October 15, 2020

- 413-20 Moved by Cr. Penny that the following Minutes to Council be accepted as information.

- Community Futures Yellowhead East – October 15, 2020

CARRIED UNANIMOUSLY

BYLAW 12-2020, DESIGNATED MANUFACTURED HOME TAXES INSTALLMENT PAYMENT BYLAW

Bylaw 12-2020, the Designated Manufactured Home Taxes Installment Payment Bylaw, was reviewed.

- 414-20 Moved by Cr. Klumph that Council give Bylaw 12-2020, the Designated Manufactured Home Taxes Installment Payment Bylaw, first reading.

CARRIED UNANIMOUSLY

- 415-20 Moved by Cr. Kluin that Council give Bylaw 12-2020, the Designated Manufactured Home Taxes Installment Payment Bylaw, second reading.

CARRIED UNANIMOUSLY

- 416-20 Moved by Cr. Penny that Council give Bylaw 12-2020, the Designated Manufactured Home Taxes Installment Payment Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

- 417-20 Moved by Cr. Assaf that Council give Bylaw 12-2020, the Designated Manufactured Home Taxes Installment Payment Bylaw, third reading.

CARRIED UNANIMOUSLY

CORRESPONDENCE ITEM

The following correspondence item was reviewed:

Email dated December 1, 2020 from Mr. Suki Famobio on behalf of Barrhead Peoples Pharmacy requesting approval of handicap parking designation for two of the parking spaces in front of the pharmacy.

- 418-20 Moved by Cr. Smith that Council approves the email dated December 1, 2020, from Mr. Suki Famobio on behalf of Barrhead Peoples Pharmacy requesting approval of handicap parking designation for two of the parking spaces in front of the pharmacy.

MOTION WITHDRAWN

Council discussed the request of handicapped parking.

- 419-20 Moved by Cr. Kluin that Administration have Pubic Works review possible handicapped stalls on Mainstreet and bring back to Council for further consideration.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Cr. Penny stated the it was great seeing the children use the skating rink located across from Keir Care Centre.

**CLOSED SESSION –
FOIP ACT SECTION 24(1)**

420-20 Moved by Cr. Smith that Council go in closed session at 6:31 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

421-20 Moved by Cr. Assaf that Council come out of closed session at 6:32 p.m.

CARRIED UNANIMOUSLY

RECESSED

422-20 Moved by Cr. Assaf recessed the meeting at 6:32 p.m.

CARRIED UNANIMOUSLY

RECONVENED

423-20 Moved by Cr. Kluin reconvened the meeting at 7:03 p.m.

CARRIED UNANIMOUSLY

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

424-20 Moved by Cr. Assaf that Council go in closed session at 7:03 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

425-20 Moved by Cr. Assaf that Council come out of closed session at 7:25 p.m.

CARRIED UNANIMOUSLY

ADJOURN

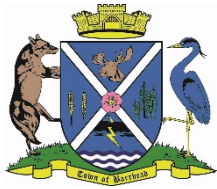
426-20 Moved by Cr. Kluin that the Council Meeting be adjourned at 7:25 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc



Item No. 6(a)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 8, 2021

Re: Additional historical information in providing an alternate vehicle access for 59th Avenue (44th to 43rd street)

1.0 Purpose:

To present additional historical information in preparing an estimate cost to provide an alternate vehicle access for 59th Avenue (44th to 43rd street).

2.0 Background and Discussion:

During the October 27th, 2020 Council Meeting, Council passed the following resolution:

Moved by Cr. Kluin that Council instructs Administration to follow up with landowners regarding a possible access from 59th Avenue – 44th Street to 43rd Street and report back to Council.

(Resolution No. 356-20)

During the December 8, 2020 Council Meeting, Council passed the following two resolutions:

Moved by Cr. Klumph that Council receive the report on the estimate cost of \$55,000.00 to provide an alternate vehicle access for 59th Avenue onto 43rd Street (44th to 43rd Street) as presented and instruct Administration to incorporate the project in the Town's 10-year Capital Plan, as presented.

(Resolution No. 391-20)

Moved by Cr. Klumph that Council instruct Administration to report back to Council on the proposed exit and the history of the development, as presented.

(Resolution No. 392-20)

In August, 2008 the Town entered into an Agreement with the Developer of the day to undertake the development of the remaining parcel (outlined in blue on the attached Plan) into individual residential lots.

Incorporated in the Agreement was a clause indicating that the agreement shall expire and become null and void if the Developers do not commence the approved construction within five years of the execution of the agreement. Clearly, the development did not move ahead and the land in question remains vacant residential.

Since the noted agreement was endorsed, the property has since changed hands.

The Town will have to wait for the existing property owner or in concert with another Developer to approach the Town in order to move forward with the residential development which includes the required road infrastructure.

3.0 Alternatives:

3.1 Council received the report on the historical information in providing an alternate vehicle access for 59th Avenue onto 43rd street (44th to 43rd street) as presented.

3.2 Council instructs Administration to provide further information in providing an alternate vehicle access for 59th Avenue (44th to 43rd street) and to bring back the information at the next Council Meeting.

4 Financial Implications:

As previously noted, the projected cost to provide an alternate access would be approximately \$ 55,000.00

5 Interdepartmental Implications:

None.

6 Senior Government Implications:

Taking advantage of potential cost-sharing grant may be available in the year Council approves the construction project.

7 Political/Public Implications:

Limited.

8 Attachments:

8.1 Copy of Registered Plan 082 3411 outlining that the required road allowance has already been dedicated.

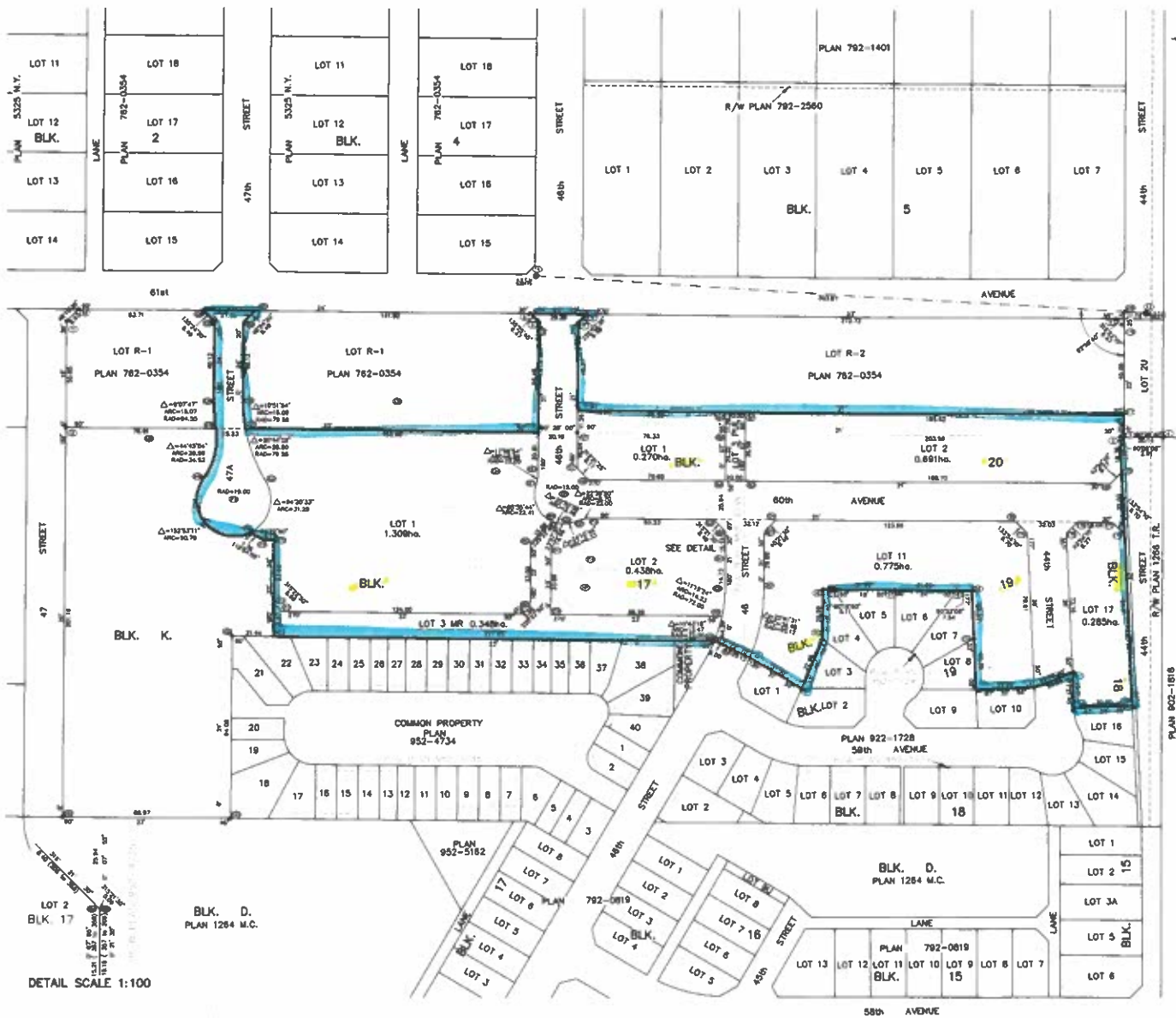
8.2 An aerial photo of the area in question.

9 Recommendations

Council received the report on the historical information in providing an alternate vehicle access for 59th Avenue onto 43rd street (44th to 43rd street) as presented.

(Original was signed by the C.A.O.)

Edward LeBlanc
CAO



CERTIFICATE SECTION 47, SURVEYS ACT
REGISTERED ON
AS NUMBER
 Certifying that all Statutory Monuments were placed in the ground between the dates of and are positioned in accordance with co-ordinates shown on the plan or on the attached plan instrument except for the following:
REGISTRAR

LAND TITLES OFFICE
PLAN No. 082 3411
ENTERED AND REGISTERED ON April 15, 2008
INSTRUMENT No. 082 158 822
Wayne J. Gordon
A.D. REGISTRAR
N.A.L.R.D.

PLAN
 SHOWING SURVEY OF SUBDIVISION OF
BLOCK K, PLAN 752-1766
 &
PART OF LOT R-1 & LOT R-2
 & ALL OF LOT 1U, PLAN 762-0354
 ALL WITHIN
S.W.1/4 SEC.28 - TWP.59 - RGE.3 - W5M
TOWN OF BARRHEAD
 D. WILSON, A.L.S. 2008

0 20 40 60 80 100 120 METRES

SURVEYOR:
 NAME: DON WILSON
 SURVEYED BETWEEN THE DATES OF JANUARY 8, 2008, AND JANUARY 16, 2008, BY ACCORDANCE WITH THE PROVISIONS OF THE SURVEYS ACT

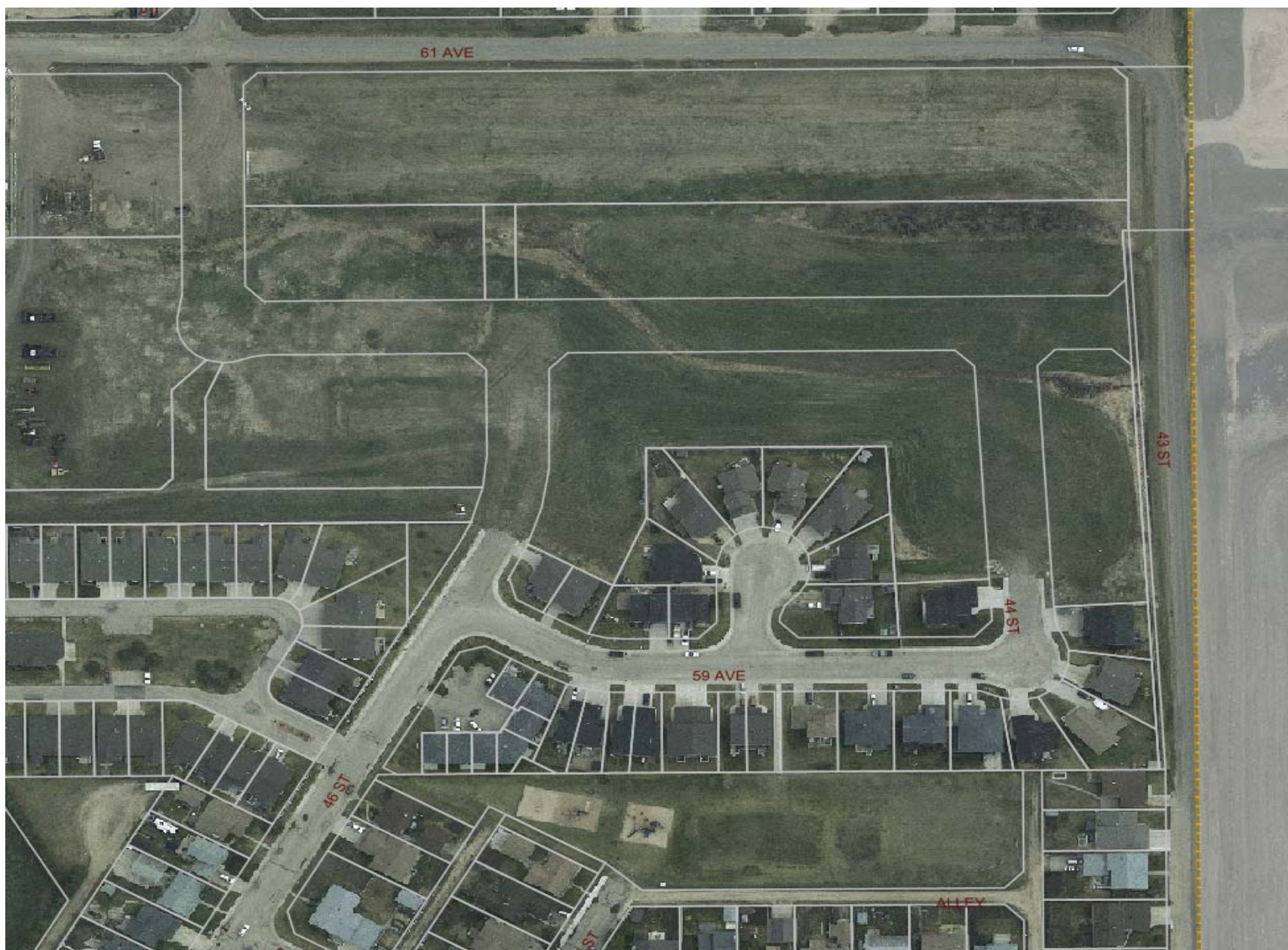


SUBDIVISION AUTHORITY
 NAME: TOWN OF BARRHEAD
 FILE NO.: 04/06 BARRHEAD

REGISTERED OWNER
 NAME: ROSE COUNTRY DEVELOPMENTS LTD.
 THE TOWN OF BARRHEAD

LEGEND:
 STATUTORY HIGH SURVEY POSTS FOUND SHOWN THIS
 STATUTORY HIGH SURVEY POSTS PLANTED AND MARKED "P" SHOWN THIS
 ALBERTA SURVEY CONTROL MARKERS (A.S.C.M.) SHOWN THIS
 TEMPORARY SURVEY POINTS SHOWN THIS
 THE PORTION WHERE STATUTORY HIGH POSTS ARE TO BE PLACED PURSUANT TO SECTION 47 OF THE SURVEYS ACT SHOWN THIS
 HORIZONTAL DATUM (N.A.S.D.) REFERENCE USED: NAD 83
 BEARINGS ARE ASTROLOGICAL AND ARE DERIVED FROM THE A.S.C.M.'S SHOWN ON THIS PLAN
 DISTANCES ARE SHOWN IN METRES AND DECIMALS THEREOF
 P.M. DENOTES PUBLIC UTILITY LOT
 M.R. DENOTES MUNICIPAL RESERVE
 C. DENOTES CORNER OF FILE
 E. DENOTES EAST
 F. DENOTES FOUNTAIN
 H. DENOTES HIGHWAY
 I. DENOTES HIGH (HILL)
 H.E. DENOTES HORIZONTAL
 N. DENOTES NORTH
 N. DENOTES NORTH
 R. DENOTES RANGE
 R.E. DENOTES RANGE
 R.E. DENOTES RANGE
 S. DENOTES SOUTH
 S.E. DENOTES SECTION
 T.P. DENOTES TOWNSHIP
 W. DENOTES WEST
 AREA AFFECTED BY THE REGISTRATION OF THIS PLAN BOUNDED THIS
 AREA REQUIRED WITHIN BLOCK K - PLAN 752-1766 = 4.88ha
 AREA REQUIRED WITHIN LOT 1U - PLAN 762-0354 = 0.12ha
 AREA REQUIRED WITHIN LOT R-1 - PLAN 762-0354 = 0.21ha
 AREA REQUIRED WITHIN LOT R-2 - PLAN 762-0354 = 0.21ha
 TOTAL = 5.42ha

DRAWING FILE NAME: 07888.DWG **SCALE:** 1:1000
DRAFTED BY: N.L. **CLIENT:** ROSE COUNTRY DEVELOPMENTS LTD.
CHECKED BY: D.W. **FILE NO.:** 07888
DON WILSON SURVEYS LTD. BOX 4120, BARRHEAD - ALBERTA PHONE: 874-2287
LAND TITLES PLAN NUMBER:





REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 12, 2021

Re: 2021 Capital Purchases

1.0 PURPOSE:

Request authorization to proceed with specific capital items included in the 2021 Interim Capital Budget.

2.0 BACKGROUND AND DISCUSSION:

During the December 8, 2020 Council meeting, Council approved the 2021 Interim Budget with a freeze on capital items. As Council is aware, a number of projects should be initiated sooner in the calendar year to take advantage of current pricing or to co-ordinate some projects that require longer lead-times.

It is anticipated that Council will approve the 2021 Final Operating and Capital Budgets, sometime in April.

Administration is seeking authorization from Council to proceed with the tendering/purchase of the following capital items, as approved in the 2021 Interim Capital Budget:

ITEM DESCRIPTION	2021 INTERIM BUDGET
Computer Equip./Software – Various Depts.	\$ 70,000
Common Services – ½ Ton Truck	\$ 46,000
Common Services – Snow Bucket	\$ 14,000
Tradewaste – Truck Chassis/Compactor	\$ 400,000
Communications – Video Equipment	\$ 7,500

3.0 ALTERNATIVES:

- 3.1 Council provides authorization to proceed with tendering/purchasing of the noted 2021 capital items as presented.
- 3.2 Council instructs Administration to proceed with only selected 2021 capital items from the listing provided.
- 3.3 Council accepts this report in respect to proceeding with specific 2021 capital items, as information.

4.0 FINANCIAL IMPLICATIONS:

The requested capital items are included in the 2021 Interim Capital Budget.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not applicable.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not applicable.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not applicable.

8.0 ATTACHMENTS:

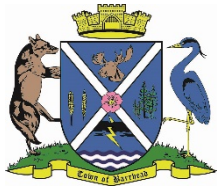
None.

9.0 RECOMMENDATIONS:

That Council provides authorization to proceed with the tendering/purchase of the following capital items, as approved in the 2021 Interim Capital Budget:

ITEM DESCRIPTION	2021 INTERIM BUDGET
Computer Equip./Software – Various Depts.	\$ 70,000
Common Services – ½ Ton Truck	\$ 46,000
Common Services – Snow Bucket	\$ 14,000
Tradewaste – Truck Chassis/Compactor	\$ 400,000
Communications – Video Equipment	\$ 7,500

(Original signed by the CAO)
Edward LeBlanc
CAO



Item No. 7(b)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 12, 2021

Re: Bank Statement – for month ending November 30, 2020

1.0 Purpose:

To approve the Monthly Bank Statement for the month ended November 30, 2020.

2.0 Background and Discussion:

Not applicable.

3.0 Alternatives:

3.1 For Council approves the Monthly Bank Statement for the month ended November 30, 2020, as presented.

3.2 For Council tables the Monthly Bank Statement for the month ended November 30, 2020 and to instruct Administration to provide further information for the next regular Council Meeting.

4.0 Financial Implications:

None

5.0 Interdepartmental Implications:

None

6.0 Senior Government Implications:

None

7.0 Political/Public Implications:

Not applicable

8.0 Attachments:

8.1 Monthly Bank Statement

9.0 Recommendations

That Council approves the Monthly Bank Statement for the month ended November 30, 2020, as presented.

(Original signed by the CAO)

Edward LeBlanc

CAO

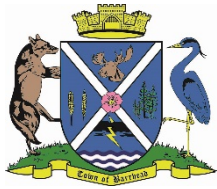
**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED NOVEMBER 30, 2020**

PER TOWN OF BARRHEAD:	ATB FINANCIAL GENERAL ACCT	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	576,496.79	7,651,140.57	0.00
Receipts	0.00	1,429,137.51	
Interest	94.77	4,717.83	
Transfers from/to Term Deposits	0.00	0.00	0.00
Cancelled Cheques	0.00	0.00	
SUBTOTAL	576,591.56	9,084,995.91	0.00
Disbursements	0.00	863,260.52	
Debentures/Interest	0.00	0.00	
School Requisition	0.00	0.00	
Transfers from/to General	0.00	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	0.00	
Postdated Cheques	0.00	0.00	
NET BALANCE AT END OF MONTH	576,591.56	8,221,735.39	0.00

PER BANK:			
Balance at end of month	576,591.56	8,402,066.73	0.00
Outstanding Deposits	0.00	39,351.66	
SUBTOTAL	576,591.56	8,441,418.39	0.00
Outstanding Cheques	0.00	219,683.00	
NET BALANCE AT END OF MONTH	576,591.56	8,221,735.39	0.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED NOVEMBER 30, 2020

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



Item No. 7(c)

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 12, 2021

Re: Board Membership Appointments

1.0 Purpose:

To appoint one member to the Barrhead Public Library Board and to appoint two members to the Barrhead Twinning Committee.

2.0 Background and Discussion:

Administration has received a number of Letters of Interest to sit on the Barrhead Public Library Board and Barrhead Twinning Committee.

The Barrhead Public Library Board has indicated that they would be pleased to have Ms. Schmaus sit as a member on the Board.

The Barrhead Twinning Committee has three openings yet to filled.

3.0 Alternatives:

3.1 That Council approves Ms. Marlene Schmaus as a member of the Barrhead Public Library Board, subject to the formal endorsement by the County of Barrhead pursuant to Bylaw 13-2010, the Joint Municipal Library Board Bylaw.

and further;

That Council appoints Mrs. Tara Golby and Mr. Stephen Bablitz as members of the Barrhead Twinning Committee for a 1-year term ending December 31, 2021.

3.2 Council instructs Administration to re-advertise for a member of the Twinning Committee.

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 E-mail dated December 15, 2020 from the Barrhead Library
- 8.2 E-mail dated December 3, 2020 from Ms. Marlene Schmaus
- 8.3 E-mail dated December 10, 2020 from Mrs. Tara Golby
- 8.4 E-mail dated November 20, 2020 from Stephen Bablitz

9.0 Recommendations

That Council approves Ms. Marlene Schmaus as a member of the Barrhead Public Library Board, subject to the formal endorsement by the County of Barrhead pursuant to Bylaw 13-2010, the Joint Municipal Library Board Bylaw.

and further;

That Council appoints Mrs. Tara Golby and Mr. Stephen Bablitz as members of the Barrhead Twinning Committee for a 1-year term ending December 31, 2021.

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

Edward LeBlanc
CAO

Cheryl Callihoo

From: Elaine Dickie
Sent: Tuesday, December 15, 2020 11 :14 AM
To: Cheryl Callihoo; Pam Dodds
Subject: FW: library board membership
Attachments: Library Board.pdf

I have checked with members of the Library Board and they agree, we would be pleased to have this person on the Library Board.

Apologies for the delay in answering.

Elaine Dickie
Library Director
Barrhead Public Library

From: Cheryl Callihoo
Sent: Monday, December 7, 2020 12:46 PM
To: Elaine Dickie; Pam Dodds
Subject: library board membership

Hello Elaine and Pam

I received this email for board membership

Cheryl Callihoo
Director of Development & Legislative Services
Town of Barrhead
780-674-3301

Cheryl Callihoo

From: Stacey Lane on behalf of Town
Sent: Thursday, December 03, 2020 11:11 AM
To: Cheryl Callihoo
Subject: FW: Library Board Position Atten: Cheryl Callihoo

*Stacey Lane
Accounts Payable/Receivable
Town of Barrhead
Ph: 780-674-3301
Fax: 780-674-5648*



Barrhead...A Quality Community...With A Quality Lifestyle

From: Cheryl Callihoo
Sent: Thursday, December 3, 2020 9:16 AM
To: Town <town@barrhead.ca>
Subject: Library Board Position Atten: Cheryl Callihoo

Dec. 3, 2020

Atten: Cheryl Callihoo

Legislative Services Director

Town of Barrhead

Cheryl,

My name is Marlene Schmaus, a town resident, a retired teacher/teaching assistant.

I am interested at sitting on the Library Board at the invitation of the chairperson, Ruth Bohn.

I have had board positions in the following organizations:

Barrhead Arts Council, Barrhead Community Theatre, TOPS, Sr. Curling Club, Sr. Citizens' Society,
Director of the Sr. Versatiles Choir.

Thank you in advance for your consideration.

Yours truly,

Marlene Schmaus

Cheryl Callihoo

From: Stacey Lane on behalf of Town
Sent: Friday, December 11, 2020 8:37 AM
To: Cheryl Callihoo
Subject: FW: Barrhead and district twinning committee

*Stacey Lane
Accounts Payable/Receivable
Town of Barrhead
Ph: 780-674-3301
Fax: 780-674-5648*



Barrhead...A Quality Community...With A Quality Lifestyle

From: Tara Golby, Barrhead Regional Council
Sent: Thursday, December 10, 2020 3:30 PM
To: Town <town@barrhead.ca>
Subject: Barrhead and district twinning committee

Dear Ms. Callihoo,

I am interested in joining the Barrhead and District Twinning Committee as a member at large. I have followed the committee and its activities for the last several years and believe it is a committee I could add something to. I bring with me enthusiasm and a fresh eye as well as experience working with others on committees and in other capacities. I look forward to hearing from you soon and in joining this committee's activities.

Yours truly,
Tara Golby

Cheryl Callihoo

From: Stacey Lane on behalf of Town
Sent: Friday, November 20, 2020 11:45 AM
To: Cheryl Callihoo
Subject: FW: Committee

*Stacey Lane
Accounts Payable/Receivable
Town of Barrhead
Ph: 780-674-3301
Fax: 780-674-5648*



Barrhead...A Quality Community...With A Quality Lifestyle

From: ?
Sent: Friday, November 20, 2020 11:20 AM
To: Town <town@barrhead.ca>
Subject: Committee

Good afternoon;

After a brief conversation with Councilor Don Smith he advised me to contact the office as you might be looking for some help on any committees.

I have a vast amount of experience that I can bring to the table. I have a great deal of experience in volunteering within the communities I live in.

Working with my Dad (Adolph Bablitz) and helping out with his many endeavors, I have learned, it's what we as a person can do to make our community a better place to live and work.

Town Of Barrhead Fire Dept. (5 yrs)

Barrhead Ambulance Service (5 yrs)

Barrhead Ag Society (10 yrs)

Royal Canadian Legion (15 yrs)

Chairman of Development Appeal Board - Town of Blackfalds. (1 term)

Kinsmen Club of Barrhead (3 yrs) Secretary

I am looking to help out any way I can with the town and its many services.

You can contact me by email or my cell phone:

Stephen Bablitz

**COUNCIL REPORTS
AS OF JANUARY 12, 2021**

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



C.A.O Report

To: Town Council

Date: January 8, 2021

Re: January 12, 2021 C.A.O. Report

General Administration:

- All Departments have commenced the preparation of the year – end accounting activities. The Auditor is scheduled to undertake the 2020 audit by the early part of February.
- Total 2020 taxes levied was \$ 6,813,315.77
- Total outstanding taxes = \$223,664.22 represents a collection rate of approximately 97%.

Communication Services:

- Accomplished
 - Continued public notification of Town activities via social pages, website, and BARCC
 - Signs created for staff areas reminding of importance of following hand washing and mask wearing guidelines
 - Added virtual adult learning events to the public calendar
 - Continued to work with community partners, Business Support Network and Community Futures
 - Created Parks & Rec Calendar using Town Branding (Swimming Pool Schedule)
 - Created a ¼ page newspaper ad for the Building Dreams section of the Barrhead Leader promoting our vacant residential lots in Beaverbrook.

- Continued work with Volunteer Appreciation committee for 2021 Volunteer Appreciation Awards
- Created new Business License renewal sheets for inclusion with the Business License Renewal statements
- Created January/February newsletter

➤ Works in Progress

- Working with all departments on collecting annual departmental reports for annual 2020 Town report.
- Meeting with Parks & Rec., Mayor, and CAO to discuss and plan steps for 2021 on video content and production.
- Facilitating conversations & planning with Mainstreet Merchants and Chamber of Commerce regarding main street Christmas decorations update
- Continue to update website with relevant COVID information
 - Monitor urban, rural, provincial and federal press releases and news conferences for information that may affect or influence our municipal operations, local businesses, and residents
- Plan snow removal and garbage spacing videos with Mayor McKenzie
- Marketing Plan BARCC initiatives
 - Trade show
 - Informational website
- Redevelopment and collaboration with County on a regional investment readiness package
- Finalize items requiring rebranding – i.e., letterhead, business cards, etc.
- Start work on March/April Newsletter
- Create digital advertising content for Volunteer Appreciation Awards nominations
- Develop plan for regular Google My Business postings to show up on Google when people search for the “Town of Barrhead”

Enforcement Services:

- The Department currently has 22 open file under review/investigation:
- Bylaw issues: 7 files
 - Animal Control matters/miscellaneous: 0 files
 - Traffic Enforcement(speeding, school zone speeding, distracted driving, fail to obey stop sign): 15 files

Legislative and Development Services:

- Working with residents on development inquiries
- Candidate Election Package update complete and ready for nominations to begin; paper copies are available and information is posted on the Town Website for anyone interested in running in the 2021 election.
- Ongoing work to amend the Town Area Structure Plan for 14 acre property
- Amendments to Fire Services Bylaw completed
- Updated Cemetery Bylaw was completed (will be coming to Council in the future)
- Working on updates to the Emergency Management Plan and Bylaw
- Ongoing mapping requests for Town departments.

Fire Protection Services:

➤ Incidents from December 1 – December 31, 2020

- Fires – 2
- Rubbish or grass fires – 2
- Vehicle accidents - 3
- Medical Assist – 10
- Gas Leak - 2
- Alarms – 4

Total of 23 calls which represented a total of 182.5 firefighter hours

➤ Training:

- Completed NFPA 1021 level 2 officer, 5 students
- Completed NFPA 1051 wild land firefighter, 12 students
- Medical advanced skills, Injection administration
- Medical skills advanced skills, neck collar, spinal immobilization

➤ Other

- Participated in the Fire works for First Night
- Final inspection of new Seniors lodge
- Occupant loads for churches and mercantile occupancies
- Memberships is at 41 with 40 members responding.

Recreation Services:

➤ Operational:

- Drained all pools, cut arena ice down to absolute minimum thickness to assist in cutting down on energy used due to province wide closures of recreation facilities.
- Installed and maintain outdoor rinks at Lions, Denthor, outside slab at arena, and with volunteer help at Cecil Martin Park.
- Hosted with Barrhead Fire Department a fireworks display for New Year's Eve.
 - Our Communication Coordinator was present to record a 10 minute video. It was shown on Facebook on their Live platform.
 - 76 viewers watched during the live show
 - 815 watched the recording for up to one minute
 - Viewership totaled 4,500 minutes
 - 810 viewers posted an engagement including "likes" shared and provide comments
- Cleaning, painting and repairs to pool tanks, change rooms, tiles.
- Pruning Black Knot in parks around town.
- Working with Revolve Engineering on application for MCCAC (Municipal Climate Control Action Committee) grant for refrigeration, and heat pump retrofit, in the arena portion of the complex.
- Working on Agrena complex repairs, painting.

➤ Special Events:

- Due to current COVID -19 restrictions no events are planned for at this time.

Transportation Services:

➤ Operational:

- maintenance and repairs to all four sewage lift stations.
- cleaning up gutters and uneven swales on streets
- inspection of man holes for debris build up
- meter reads and inspections
- repairs to landfill buildings after break-ins.
- extra garbage & cardboard collection during the Christmas holidays
- concluding year-end reports.

- staff training on existing equipment and required courses.
- serial # verification on all bins for house hold garbage.
- equipment cleaning and maintenance

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

Edward LeBlanc - CAO

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of December 8, 2020

Resolution Number	Resolution	Comments	Status
	<u>December 8, 2020 Council Meeting</u>		
390-20	Moved by Cr. Penny that Council denies the request from the All Saints Ukrainian Orthodox Church Cemetery to provide any maintenance care at the All Saints Ukrainian Orthodox Church Cemetery and any other similar request from other religious entities, as presented.		Completed
392-20	Moved by Cr. Klumph that Council instruct Administration to report back to Council on the proposed exit and the history of the development, as presented.	Matter is part of the January 8, 2021 Council Agenda	Completed
419-20	Moved by Cr. Kluin that Administration have Pubic Works review possible handicapped stalls on Mainstreet and bring back to Council for further consideration.		In Progress
	<u>November 24, 2020 Council Meeting</u>		
376-20	Moved by Cr. Klumph that Council revise Resolution No. 293-19 by installing the two solar pathway lights originally allocated to the Barr Manor subdivision to the off-leash Dog Park, as presented.	Anticipated that the project will be completed sometime this Spring.	In Progress
	<u>September 22, 2020 Council Meeting</u>		
269-20	Moved by Cr. Kluin to instruct Administration to research the potential permanent closure of 43rd Street between 51st and 52 Avenues and report back to Council.		In Progress
	<u>August 11, 2020 Council Meeting</u>		
237-20	Moved by Cr. Klein to instruct Administration to prepare a sales agreement for a 3-acre parcel of Town land located at SE29-59-3-5.	Draft agreement has been agreed by the pending purchaser. Awaiting final subdivision steps to finalize the agreement.	In Progress
	<u>June 23, 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.	Notification was provided to the Town of Edson. Administration is waiting for some additional information in order to complete the requested report to Council.	In Progress
	<u>April 14, 2020 Council Meeting</u>		
125-20	Moved by Cr. Klumph that Council postpone the Public Hearing for Bylaw 03-2020, the Land Use Amendment Bylaw and that the date be determined at a future time.	Public Hearing was delayed due to COVID-19 restrictions.	Pending

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of December 8, 2020

Resolution Number	Resolution	Comments	Status
	<u>November 26, 2019 Council Meeting</u>		
401-19	Moved by Cr. Assaf that Council accepts the proposal submitted by Associated Engineering Alberta Ltd. dated November 15, 2019 to complete the required detail design and contract specifications up to the tender ready phase for the proposed reservoir pump station upgrades in the amount of \$218,000.00 (GST excluded).	Required documents are finalized but due to the lateness of the year, Administration will tender the project in January, 2021.	In Progress
	<u>November 12, 2019 Council Meeting</u>		
382-20	Moved by Cr. Assaf that Council move forward on the +/- 3 acre parcel subdivision of Town land in the SE-29-59-03-5.	Subdivision application was conditional approved on March 27, 2020. Next step is to prepare the required survey of the new lot.	In Progress
	<u>September 15, 2019 Special Council Meeting</u>		
330-19	Council accepts the recommendation from the Barrhead Regional Fire Services Committee to purchase a new fire unit from Fort Garry Fire Trucks at a cost of \$635,497.00 to be funded by the 2020 Municipal Sustainability Capital Grant.	No date for the final inspection has been offered by the Manufacturer.	In Progress
	<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.	Once the Town is approached by the two organizations, the lights will be delivered to them. Currently the lights are in storage.	Pending
	<u>May 14, 2019 Council Meeting</u>		
145-19	Moved by Cr. Klumph that Council award the Wastewater Lagoon System Upgrades Project to Chandos Construction Ltd. in the amount of \$947,000.00 + GST and that Administration forward a Notice of Award letter to Chandos Construction Ltd.	The substantial completion of the project is now set for sometime in January. The only outstanding items are the final adjustments to the Blowers and training of Town staff for the entire project.	In Progress
154-19	Moved by Mayor McKenzie that Council adds the Agrena upstairs office space to the existing lease agreement of Fit for Motion, based on the existing cost per square foot rate, while doing the renovations of fresh paint, carpet cleaning or install new carpet to match the current carpet in the Fit for Motion Physiotherapy Clinic.	Renovations are completed. New lease agreement was approved by the Tenant and increased lease payments are being made.	In Progress
	<u>February 12, 2019 Council Meeting</u>		
039-19	Moved by Cr. Assaf that Administration follow up with the Bowling Alley Association to review the existing agreement.	Administration is working on a new agreement similar to the one recently prepared for the Curling Club.	In Progress

TOWN OF BARRHEAD

COUNCIL ACTION LIST REPORT ON RESOLUTIONS DIRECTING ADMINISTRATION - As of December 8, 2020

Resolution Number	Resolution	Comments	Status
	<u>January 22, 2019 Council Meeting</u>		
032-19	Moved by Cr. Assaf that Council approve Mr. K. David Campbell to conduct a utilities rates analysis and assessment, based on a project cost of \$31,500.00, to be funded from the water and sewer operating reserves.	Administration received a draft report in June December, 2019. The report includes 14 recommendations. Administration will provide their comments on the noted recommendations when the report is formally presented to Council.	In Progress



**Yellowhead Regional Library
Board of Trustees Meeting
Online via GoToWebinar
October 5, 2020**

Present

Vice Chair Stacey May, Town of Devon
Bill Elliot, City of Wetaskiwin
Carla Frybort, City of Leduc
Dave Kusch, Woodlands County
David Truckey, Town of Westlock
Donna Wiltse, Brazeau County
Dwayne Mayr, Village of Warburg
Jason Shewchuk, Village of Spring Lake
Jeff Goebel, Town of Swan Hills
Jenna McGrath, Municipality of Jasper
Judy Bennett, Town of Stony Plain
Judy Lefebvre, Pembina Hills School Division
Judy Valiquette, Village of Alberta Beach
Krista Gardner, Town of Calmar
Len Spink, City of Beaumont
Lynn Pritchard, Village of Breton
Margaret Gagnon, Summer Village of Crystal Springs
Marge Hanssen, Summer Village of Nakamun Park
Marlene Walsh, Summer Village of Val Quentin
Pat St. Hilaire, Town of Onoway
Paul Chauvet, Town of Whitecourt
Rick MacPhee, Summer Village of Seba Beach
Rod Klumph, Town of Barrhead
Ron Kleinfeldt, County of Barrhead No. 11
Sandy Morton, Town of Mayerthorpe
Sherry Jeffreys, Northern Gateway School Division
Victor Julyan, Westlock County
Wayne Rothe, City of Spruce Grove

Staff

Karla Palichuk, Director
Wendy Sears Ilnicki, Deputy Director
Jessica Knoch, Mgr., Library Development Services
Jocie Wilson, Mgr., Collections and Resource Sharing
Stephanie Thero, Mgr., Technology Services
Ben Ehlers, Librarian, Library Development Services
Laurie Haak, Executive Assistant and Recorder

Guests

Miranda Maguire, Public Library Services Branch

Absent

Chair Hank Smit, Town of Hinton
Ann Morrison, Summer Village of Sunset Point
Art Purdy, Village of Clyde
Brenda Shewaga, Summer Village of Yellowstone
Dale Woitt, County of Wetaskiwin No. 10
Dave Gursky, Wetaskiwin School Division
Doug Peel, Town of Millet
Ivor Foster, Town of Thorsby
Jocelyn Wiggins, Village of Wabamun
John McIvor, Summer Village of Kapasiwin
Krystal Baier, Town of Edson
Liz Turnbull, Summer Village of Silver Sands
Lloyd Giebelhaus, Lac Ste. Anne County
Nancy Dodds, Town of Drayton Valley
Penny Lowe, Yellowhead County
Robert McClure, YRL Public Libraries' Council
Sandi Benford, Summer Village of South View
Tessa Hutchings, Leduc County
Tracey Melnyk, Parkland County

Representative not Appointed

Summer Village of Birch Cove
Summer Village of Castle Island
Summer Village of Grandview
Summer Village of Lakeview
Summer Village of Ma-Me-O Beach
Summer Village of Norris Beach
Summer Village of Poplar Bay
Summer Village of Ross Haven
Summer Village of Silver Beach
Summer Village of Sunrise Beach
Summer Village of West Cove

CALL TO ORDER

S. May called the meeting to order at 10:00 a.m.

1. Approval of Agenda

S. May noted that the order of agenda items eight and nine would be reversed.

S. Jeffreys entered the meeting.

MOVED by S. Morton that the agenda be approved as amended. SECONDED by J. Goebel.	CARRIED	3957
--------------------------------------------------------------------------------------	---------	------

D. Kusch entered the meeting.

2. Approval of Minutes

MOVED by J. Bennett that the minutes of the June 22, 2020 YRL Board meeting be approved as presented. SECONDED by D. Mayr.	CARRIED BY MAJORITY	3958
-------------------------------------------------------------------------------------------------------------------------------	---------------------	------

INFORMATION ITEMS

NOTE: Documentation was included in the meeting package unless otherwise noted.

3. Draft 2021 Budget and 2022-2023 Projections

4. 2019-2021 Plan of Service Pandemic Workplan

a. Member Public Library Focus Group Discussion Guide

5. Policy Manual Revisions

- a. Delegation of Authority Policy**
- b. Parliamentary Procedure and Meeting Policy**
- c. Risk Management Policy**
- d. Director Succession Plan Policy**
- e. Compensation Philosophy Policy**
- f. Working from Home Policy**
- g. Business Continuity Policy**
- h. Appendices: Business Continuity Plan**
- i. Appendices: Pandemic Business Continuity Plan**

6. Information Technology (IT) Services Parameters

7. Infrastructure Grant Update – Wendy Sears Ilnicki

The entire grant has been expended, and the final report will be presented in December before it is submitted to the Public Library Services Branch (PLSB).

8. Library System Service Delivery during Pandemic Survey for the Province

D. Wiltse left the meeting.

9. Indigenous Grant Update and Report for the Province

The final report for last year's grant has been submitted to the PLSB, and this year's grant agreement is in the process of being signed.

M. Walsh entered the meeting.

10. Pembina Hills School Division Reading Project 2019-2020 Summary Report

11. Summer Reading Club 2020 Report

12. YRL Public Libraries' Council (PLC) Update – Wendy Sears Ilnicki on behalf of Robert McClure

The virtual conference was fantastic, and library staff are very satisfied with the work YRL is doing.

13. Public Library Services Branch (PLSB) Update – Miranda Maguire

Update emailed to Trustees about welcoming the new Minister of Municipal Affairs, COVID-19 and public library service, e-content news, upcoming PLSB webinar, National Network of Equitable Library Services (NNELS) news, Indigenous public library services, and the Public Library Directory.

14. Alberta Library Trustees' Association (ALTA) Update – Stacey May on behalf of Hank Smit

Sandy Morton is the new Area 2 Alternate; the ALTA Board will be meeting at YRL on October 17.

15. Executive Committee Minutes – August 31 and September 14, 2020

16. Correspondence

MOVED by W. Rothe that the draft 2021 Budget and 2022-2023 projections, 2019-2021 Plan of Service Pandemic Workplan, member public library focus group discussion guide, Policy Manual revisions, IT Services Parameters, infrastructure grant update, Library System Service Delivery during Pandemic survey for the Province, Indigenous Grant update and report for the Province, Pembina Hills School Division Reading Project 2019-2020 Summary Report, Summer Reading Club 2020 Report, the YRL Public Libraries' Council, Public Library Services Branch and Alberta Library Trustees' Association updates, Executive Committee minutes of August 31 and September 14, 2020, and the correspondence be accepted as presented for information.
SECONDED by D. Mayr.

CARRIED BY MAJORITY

3959

NEXT MEETINGS

Annual Board Organizational Meeting on Monday, December 7, 2020 via GoToWebinar starting at 10:00 a.m. and immediately followed by an Executive Committee meeting.

ADJOURNMENT

MOVED by P. Chauvet that the meeting adjourn at 11:18 a.m.

SECONDED by D. Mayr.

CARRIED BY MAJORITY

3960

Hendrik Smit, Chair

(Vice Chair S. May chaired the meeting for H. Smit)

Karla Palichuk, Director

Date

Date



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: January 12, 2021

Re: Correspondence Item

Item # 1 Letter from Apex Utilities Inc. dated November 9, 2020, advising of the Name Change to Apex Utilities Inc. from AltaGas Utilities Inc.

Recommendation:

That Council accept the letter from Apex Utilities Inc. dated November 9, 2020, advising of the Name Change to Apex Utilities Inc. from AltaGas Utilities Inc., as information.

Item # 2 Letter from Apex Utilities Inc. dated December 17, 2020, advising of the recent change in management at Apex Utilities Inc.

Recommendation:

That Council accept the letter from Apex Utilities Inc. dated December 17, 2020, advising of the recent change in management at Apex Utilities Inc., as information.

Item # 3 Letter from the City of Cold Lake dated December 3, 2020, requesting the Province of Alberta to open access to the Federal Covid-19 Alert mobile application in Alberta.

Recommendation:

That Council accept the letter from the City of Cold Lake dated December 3, 2020, requesting the Province of Alberta to open access to the Federal Covid-19 Alert mobile application in Alberta, as information.

(Original signed by the CAO)

Edward LeBlanc
CAO



Apex Utilities Inc.
5509 45 Street
Leduc, AB T9E 6T6

November 9, 2020

RE: AltaGas Utilities Inc. Announces Name Change to Apex Utilities Inc.

This notice is to advise that effective November 6, 2020, AltaGas Utilities Inc. has changed its name to Apex Utilities Inc. Other than receiving correspondence from Apex Utilities Inc. instead of AltaGas Utilities Inc. and updating your records accordingly, the name change to Apex Utilities Inc. has no impact to you. Following the name change, Apex Utilities Inc. remains responsible for the obligations and liabilities of AltaGas Utilities Inc. existing prior to the name change.

Attached for your records is a copy of the Certificate and Articles of Amendment evidencing the name change. If you have any questions, please do not hesitate to contact the Apex Utilities Inc. representative that provided this notice to you.

A handwritten signature in black ink, appearing to read "Mike Stock", is positioned above the typed name and title.

Mike Stock
Vice President, Financial Services and Regulatory Affairs
Apex Utilities Inc.

Enclosures



Certificate of Amendment

Canada Business Corporations Act

Certificat de modification

Loi canadienne sur les sociétés par actions

Apex Utilities Inc.

Corporate name / Dénomination sociale

387784-1

Corporation number / Numéro de société

I HEREBY CERTIFY that the articles of the above-named corporation are amended under section 178 of the *Canada Business Corporations Act* as set out in the attached articles of amendment.

JE CERTIFIE que les statuts de la société susmentionnée sont modifiés aux termes de l'article 178 de la *Loi canadienne sur les sociétés par actions*, tel qu'il est indiqué dans les clauses modificatrices ci-jointes.

R Edwards

Raymond Edwards

Director / Directeur

2020-11-06

Date of amendment (YYYY-MM-DD)

Date de modification (AAAA-MM-JJ)



Form 4
Articles of Amendment
Canada Business Corporations Act
(CBCA) (s. 27 or 177)

Formulaire 4
Clauses modificatrices
Loi canadienne sur les sociétés par
actions (LCSA) (art. 27 ou 177)

- 1 Corporate name
Dénomination sociale
ALTAGAS UTILITIES INC.
- 2 Corporation number
Numéro de la société
387784-1
- 3 The articles are amended as follows
Les statuts sont modifiés de la façon suivante

The corporation changes its name to:
La dénomination sociale est modifiée pour :
Apex Utilities Inc.

- 4 Declaration: I certify that I am a director or an officer of the corporation.
Déclaration : J'atteste que je suis un administrateur ou un dirigeant de la société.

Original signed by / Original signé par
Jared Green
Jared Green
587-955-3650

Misrepresentation constitutes an offence and, on summary conviction, a person is liable to a fine not exceeding \$5000 or to imprisonment for a term not exceeding six months or both (subsection 250(1) of the CBCA).

Faire une fausse déclaration constitue une infraction et son auteur, sur déclaration de culpabilité par procédure sommaire, est passible d'une amende maximale de 5 000 \$ et d'un emprisonnement maximal de six mois, ou l'une de ces peines (paragraphe 250(1) de la LCSA).

You are providing information required by the CBCA. Note that both the CBCA and the *Privacy Act* allow this information to be disclosed to the public. It will be stored in personal information bank number IC/PPU-049.

Vous fournissez des renseignements exigés par la LCSA. Il est à noter que la LCSA et la *Loi sur les renseignements personnels* permettent que de tels renseignements soient divulgués au public. Ils seront stockés dans la banque de renseignements personnels numéro IC/PPU-049.



APEX Utilities Inc.
5509 45th Street
Leduc AB T9E 6T6

main 780.986.5215
fax 780.986.5220

RECEIVED

DEC 30 2020

December 17, 2020

Mayor David McKenzie and Council
Town of Barrhead
P.O. Box 4189
Barrhead, AB T7N 1A2

Dear Mayor McKenzie and Council:

I am writing to advise you of a recent change in management at Apex Utilities Inc. (formerly AltaGas Utilities Inc.).

The previous President, Mark Lowther, provided dedicated service to AUI's customers and staff for 12 years. He passed away peacefully on July 2, 2020 after a brave struggle with a terminal disease. He is missed.

I joined the company and assumed the position on December 7, 2020.

Apex Utilities Inc. has a long history of providing safe, reliable natural gas distribution services to the Town of Barrhead. This tradition is the cornerstone of our commitment to our customers, and has been for sixty-six years. Mark built on that proud tradition and the entire Apex Utilities team is dedicated to continue building upon that foundation. I am proud to serve as part of that team.

I invite you to update your records to reflect this change in management at our company and to contact me at any time, should the need arise.

Yours truly,

Apex Utilities Inc.

A handwritten signature in blue ink, appearing to be "GF", with a long horizontal line extending to the right.

Graeme Feltham, P.Eng, MBA
President



COPY

City of **Cold Lake**

OFFICE OF THE MAYOR

December 3, 2020

Via Email health.minister@gov.ab.ca

Government of Alberta
Office of the Minister of Health
423 Legislature Bldg. 10800-97th Avenue
Edmonton, AB T5K 2B6

DEC 10 2020

Attention: Honourable Tyler Shandro, Minister of Health

Dear Minister Shandro:

At the City of Cold Lake's regular Council meeting, held on November 24, 2020, City Council debated concerns being raised by our residents relating to access to the Government of Canada's "COVID-19 Alert" mobile application.

In the Cold Lake context, these concerns are exacerbated due to our proximity to the Province of Saskatchewan, the City of Cold Lake's position as an economic hub in the northeast, and the presence of CFB Cold Lake. Many Saskatchewan residents are using the federal COVID-19 contact/exposure alert application and come to our community to shop and access healthcare services. It is our hope that a solution may be found that would allow the Government of Alberta to enable the federal government's application, or to harmonize the Alberta tracing application with the federal one.

We understand that the "ABTraceTogether" was launched in May 2020 and the Government of Canada developed its "COVID-19 Alert" at a later date, and that this has caused concerns relating to provincial coordination and potential confusion between different applications.

Our Council feels that the Government of Alberta deserves much credit in its quick response, development, and deployment of its tracing application. Since inter-provincial travel and trade is critical to our economy and will be a large factor in our post COVID recovery, however, it is our hope that a Canada-wide solution can be implemented as soon as reasonably possible.

Although the federal government's application may have been late, it has the unique advantage of being able to trace contacts across the country. Our residents feel there are significant benefits a Canada-wide approach can bring to help safely strengthen interprovincial travel and trade.

In response to our residents' concerns, Council passed the following resolution:

Moved by Councillor Vining that Council consider a letter to the Government of Alberta urging it to open access to the federal COVID-19 mobile app in Alberta.

WHEREAS Canada is in the midst of a global pandemic relating to the COVID-19 virus, during which health experts have expressed the need to be able to trace people who may have been exposed to the virus in an effort to break the cycle of infection; and

.../2



OFFICE OF THE MAYOR

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WHEREAS the Government of Canada has developed a nation-wide mobile application to assist with tracing efforts in response to the COVID-19 pandemic; and

WHEREAS as on November 4, 2020, eight (8) provinces and territories have opened the app for access within their jurisdictions and over 5 million Canadians have now downloaded the application.

NOW THEREFORE BE IT RESOLVED that the Council of the City of Cold Lake urges the Government of Alberta to enable the Government of Canada "COVID-19 Alert" application for Albertans.

And that a copy of this resolution be sent to the Honourable Jason Kenny Premier of Alberta, MLA David Hansen, opposition health critic MLA David Shepherd, the Alberta Urban Municipalities Association, and all municipalities within the Province of Alberta.

The City feels that the more Albertans who voluntarily download and use a tracing application capable of operating across all provinces, the quicker Albertans can react to information and assist with curbing the spread of the COVID-19 virus, which will assist in quicker economic recovery efforts.

The City of Cold Lake appreciates your leadership in these uncertain times and stands ready to assist in any way called upon.

And we remain,

Respectfully yours,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
The Honourable Jason Kenny, Premier of Alberta
The Honourable David Hanson, MLA Bonnyville-ColdLake-St. Paul Constituency
The Honourable David Shepherd, MLA Opposition Health Critic
Alberta Urban Municipalities Association (AUMA)
and all Municipalities within the Province of Alberta