

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

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

AGENDA

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

CONFIRMATION OF MINUTES

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

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

**DELEGATION
PEMBINA HILLS
SCHOOL DIVISION**

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

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

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| EXITED | Mayor McKenzie and Council thanked Brett Cooper, Superintendent of Schools for his presentation and he exited Chambers at 5:57 p.m. |
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| 286-25 | Moved by Cr. Sawatzky that the presentation from Pembina Hills School Division is accepted as presented. |
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CARRIED UNANIMOUSLY

**EMS NORTH ZONE
ALBERTA HEALTH SERVICES**

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

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

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

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

CARRIED UNANIMOUSLY

RECESSED

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

CARRIED UNANIMOUSLY

RECONVENED

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

CARRIED UNANIMOUSLY

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

**NEW BUSINESS
FCSS RENTAL FEE
WAIVER REQUEST**

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

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

CARRIED UNANIMOUSLY

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

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

**BRIDGE CULVERT
REPLACEMENT WATER
TREATMENT PLANT**

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

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

CARRIED UNANIMOUSLY

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

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

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

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

CARRIED UNANIMOUSLY

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

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

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

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

CARRIED UNANIMOUSLY

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

**BARRHEAD ATTRACTION &
RETENTION COMMITTEE
FUNDING REQUEST**

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

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

CARRIED UNANIMOUSLY

COUNCIL REPORTS

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

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

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

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

CARRIED UNANIMOUSLY

**MINUTES TO COUNCIL
COUNTY OF BARRHEAD**

The following Minutes to Council were reviewed:

- County of Barrhead Council Highlights – September 16, 2025

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

- County of Barrhead Council Highlights – September 16, 2025

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

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

**TABLED ITEM
ADVANTI PAYROLL
SOFTWARE APPROVAL**

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

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

CARRIED UNANIMOUSLY

ADJOURN

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

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Collin Steffes