

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, MARCH 10, 2026,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor Assaf, C. Botros, S. Fylyshtan, D. Kluin, A. Oswald, D. Sawatzky (on-line), and D. Smith,

Officials: Collin Steffes, CAO (online), Jenny Bruns, Director of Planning, Economic Development & Legislative Services; Jennifer Mantay, Director of Corporate Services; and Jodie Lyons, Municipal Coordinator.

OTHERS Barry Kerton, Barrhead Leader; Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society; Raime Drake, Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division; Scott Ellerington, Ellerington Professional Corporation.

CALL TO ORDER Mayor Assaf called the meeting to order at 5:31 p.m.

AGENDA The agenda was reviewed. Collin Steffes added an In-camera item citing: Advice from Officials - Personnel Consultation – Section 29 Access to Information Act.

085-26 Moved by Cr. Smith that the agenda be accepted with addition.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Regular Town Council Meeting of February 24, 2026, were reviewed.

086-26 Moved by Cr. Botros that the Minutes of the Regular Town Council Meeting of February 24, 2026, be approved as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

BARRHEAD & DISTRICT HISTORICAL SOCIETY

ENTERED Mayor Assaf and Council welcomed Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society at 5:33 p.m.

Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society presented their mandate and spoke about their expenses, limited funding and plans for an upgrade to the building. They also asked what the Town's expectations are as the Museum moves forwards. They also shared they have limited space to grow and expand and plan to submit a formal request for increased financial support to be considered in year's Council budget.

EXITED Mayor Assaf and Council thanked Folkert Meidema, and Gary Golby from the Barrhead & District Historical Society they exited Chambers at 5:40 p.m.

087-26 Moved by Cr. Oswald that Council accept the presentation from Barrhead & District Historical Society.

CARRIED UNANIMOUSLY

**PEMBINA HILLS
SCHOOL DIVISION**

ENTERED Mayor Assaf and Council welcomed Raime Drake, Deputy Superintendent, and Trustees: Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division at 5:41 p.m.

Raime Drake, Deputy Superintendent, and School Trustee's from the Pembina Hills School Division presented information about the Division's priorities, learning opportunities, and the Barrhead Composite High School Modernization, off campus learning, work experience and RAP placements, and student supports available.

EXITED Mayor Assaf and Council thanked Raime Drake, Deputy Superintendent, and Trustees: Victoria Kane, Judy Lefebvre, and Cindy Carswell from the Pembina Hills School Division and they exited Chambers at 6:07 p.m.

088-26 Moved by Cr. Oswald that Council accept the presentation from Barrhead & District Historical Society.

CARRIED UNANIMOUSLY

ENTERED Scott Ellerington, Ellerington Professional Corporation entered Chambers at 6:05 p.m.

NEW BUSINESS

**2025 – 4th QUARTER
FINANCIAL STATEMENTS**

Jennifer Mantay, Director of Corporate Services presented to Council to approve the Financial Statement Report to December 31, 2025, as presented.

089-26 Moved by Cr. Fylyshtan that Council approve the Financial Statement Report to December 31, 2025, as presented.

CARRIED UNANIMOUSLY

**2025 FINANCIAL AUDIT
SCOTT ELLERINGTON PRESENTATION**

Jennifer Mantay, Director of Corporate Services introduced Scott Ellerington from Ellerington Professional Corporation to present to Council the Auditor's Report and the 2025 Audited Financial Statements.

090-26 Moved by Cr. Fylyshtan that Council accept the Auditor's Report from Ellerington Professional Corporation regarding the 2025 audit as presented.

CARRIED UNANIMOUSLY

091-26 Moved by Cr. Kluin that Council approve the 2025 Audited Financial Statement as presented.

CARRIED UNANIMOUSLY

092-26 Moved by Cr. Oswald that Council approve the 2025 Audited Financial Information Return as presented.

CARRIED UNANIMOUSLY

EXITED Mayor Assaf and Council thanked Scott Ellerington for his presentation and he exited Chambers at 6:48 p.m.

**2027 – 2029 THREE-YEAR
OPERATING PLAN & 2027-2035
MULTI-YEAR CAPITAL PLAN**

Jennifer Mantay, Director of Corporate Services presented to Council to approve the 2027 – 2029 Three-Year Operating Plan and the 2027– 2035 Multi-Year Capital Plan.

093-26 Moved by Cr. Smith that Council approve the 2027 – 2029 Three-Year Operating Plan, as presented.

CARRIED UNANIMOUSLY

094-26 Moved by Cr. Botros that Council approve the 2027 – 2035 Multi-Year Capital Plan, as presented.

CARRIED UNANIMOUSLY

**PROJECT LIST
UPDATE**

Collin Steffes, CAO presented to Council a high-level overview of key initiatives being undertaken by Administration so far this year.

095-26 Moved by Cr. Oswald that Council receive the 2026 Project List for information.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of March 10, 2026, were reviewed:

- (a) Barrhead & District Social Housing – Cr. Smith
- (b) Yellowhead East Regional Library Board – Cr. Botros
- (c) Community Futures Training – Cr. Botros
- (d) Elected Officials Education Program: Budgeting – Cr. Botros
- (d) Friendship Twinning Dinner Attendance – Cr. Botros
- (d) Barrhead & Area Regional Crime Coalition – Cr. Kluin
- (e) Accessibility Coalition – Cr. Kluin
- (f) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald

096-26 Moved by Cr. Kluin that the following Reports to Council as of March 10, 2026 be accepted as information:

- (a) Barrhead & District Social Housing – Cr. Smith
- (b) Yellowhead East Regional Library Board – Cr. Botros
- (c) Community Futures Training – Cr. Botros
- (d) Elected Officials Education Program: Budgeting – Cr. Botros
- (d) Friendship Twinning Dinner Attendance – Cr. Botros
- (d) Barrhead & Area Regional Crime Coalition – Cr. Kluin
- (e) Accessibility Coalition – Cr. Kluin
- (f) Barrhead Exhibition Association & Agricultural Society – Cr. Oswald
- (g) Indigenous Committee – Cr. Oswald

CARRIED UNANIMOUSLY

**MINUTES TO
COUNCIL**

The following Minutes to Council were reviewed:

- Community Futures Yellowhead East Board Minutes January 15, 2026
- Barrhead & District FCSS February 26, 2026

097-26

Moved by Cr. Oswald that the Minutes to Council be accepted as information and as presented.

- Community Futures Yellowhead East Board Minutes January 15, 2026
- Barrhead & District FCSS February 26, 2026

CARRIED UNANIMOUSLY

CORRESPONDENCE

The following correspondence to Council was reviewed:

- AltaLink Wildfire Season
- Barrhead Regional Fire Services February 2026 Report

098-26

Moved by Cr. Smith that the correspondence to Council is accepted as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor Assaf commended the Twinning Committee for hosting a successful Friendship Dinner on Sunday with guests from sister town Tokoro, Japan. Councillor Botros served as emcee for the event, which was attended by approximately 80 guests.

RECESSED:

099-26

Moved by Cr. Oswald that the Council Meeting be recessed at 7:22 p.m.

CARRIED UNANIMOUSLY

RECONVENE

100-26

Moved by Cr. Kluin that the Regular Council Meeting reconvene at 7:46 p.m.

CARRIED UNANIMOUSLY

**IN-CAMERA
ADVICE FROM OFFICIALS
SECTION 26, ATIA –
PERSONNEL CONSULTATION**

101-26

Moved by Cr. Oswald that Council move the meeting In-Camera for Personnel Consultation, as per Section 29, Access to Information Act at 7:46 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED
SESSION**

102-26

Moved by Cr. Kluin that Council come out of closed session at 8:53 p.m.

CARRIED UNANIMOUSLY

PERSONNEL CONSULTATION

103-26 Moved by Cr. Smith that Council direct Cr. Oswald to convey Council's feedback and perspectives provided during In-Camera session.

CARRIED UNANIMOUSLY

ADJOURN

104-26 Moved by Cr. Oswald that the Council Meeting be adjourned at 8:54 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes