

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, SEPTEMBER 9, 2025
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT	<p>Mayor McKenzie, Crs: T. Assaf , D. Kluin, R. Klumph, A. Oswald, and D. Smith</p> <p>Officials: Collin Steffes, CAO; Jennifer Mantay, Director of Corporate Services; Jenny Bruns, Director of Planning, Economic Development & Legislative Services; Shallon Touet, Director of Parks and Recreation; and Jodie Lyons, Municipal Coordinator</p>
ABSENT	<p>Cr. D. Sawatzky</p>
OTHERS	<p>Barry Kerton, Barrhead Leader; Chad Thomson and Jodi Chase, Blue Fin Swim Club.</p>
CALL TO ORDER	<p>Mayor McKenzie called the meeting to order at 5:30 p.m.</p>
AGENDA	
258-25	<p>Moved by Cr. Smith that the agenda be accepted with the following additions.</p> <p>ADDITIONS TO THE AGENDA:</p> <ul style="list-style-type: none">• 7(e) New Business - Blue Fin Swim Club• 14(a) In-Camera – Personnel Item (ATIA Section 20) <p>CARRIED UNANIMOUSLY</p>
CONFIRMATION OF MINUTES	
	<p>The Minutes of the Town Council Regular Meeting of August 26, 2025 were reviewed.</p>
259-25	<p>Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of August 26, 2025, be approved with corrections.</p> <p>CARRIED UNANIMOUSLY</p>
DELEGATION BLUE FIN SWIM CLUB	
	<p>Mayor McKenzie and Council welcomed Chad Thomsen and Jodi Chase from the Barrhead Blue Fin Swim Club at 5:32 p.m.</p> <p>Chad Thomsen and Jodi Chase provided information about the Blue Bin Swim Club; the value it brings to the community, its operations, and increasing membership numbers. Mr. Thomsen presented the need for additional lanes. If six lanes is not possible this year, he requested the opportunity to work with the Town to accommodate the number of swimmers safely.</p>
260-25	<p>Moved by Cr. Smith that the presentation from Barrhead Blue Fin Swim Club is accepted as presented.</p> <p>CARRIED UNANIMOUSLY</p>
BLUE FIN SWIM CLUB REQUEST FOR SIXTH LANE	
	<p>Shallon Touet, Director of Parks and Recreation presented to Council a request from the Blue Fin Swim Club to access all six swim lanes during their scheduled training sessions at the Barrhead Aquatic Centre.</p>
261-25	<p>Moved by Cr. Smith that Council direct Administration to work with the Blue Fin Swim Club to accommodate their need for more access to swim lanes this year and revisit their request for six lanes well in advance of next swim season and program scheduling.</p> <p>CARRIED UNANIMOUSLY</p>
EXITED	<p>Mayor McKenzie and Council thanked Chad Thomsen and Jodi Chase for their presentation and they exited Chambers at 5:49 p.m.</p>

**NEW BUSINESS
PROPOSED POLICIES**

Jodie Lyons, Municipal Coordinator presented to Council three (3) new policies for Council to consider approving for Administration to follow when addressing concerns pertaining to Domestic Animal Remains, Acts of Condolence, and Flag Lowering.

262-25 Moved by Cr. Oswald that Council approve the new Policy template.

CARRIED UNANIMOUSLY

263-25 Moved by Cr. Assaf that Council approve Policy # 43-002 Domestic Animal Remains Management.

CARRIED UNANIMOUSLY

264-25 Moved by Cr. Klumph that Council approve Policy # 12-030 Acts of Condolence.

CARRIED UNANIMOUSLY

265-25 Moved by Cr. Klumph that Council approve Policy # 12-031 Flag Lowering with amendments.

CARRIED UNANIMOUSLY

**FUTURE PARTICIPATION IN
AAIP – RURAL RENEWAL
STREAM PROGRAM**

Jenny Bruns, Director of Planning, Economic Development and Legislative Services presented to Council to consider whether they wish to withdraw from participation, or remain with the Advantage Alberta Immigration Program – Rural Renewal Stream.

266-25 Moved by Cr. Assaf that Council allow Barrhead’s community designation under AAIP’s Rural Renewal Stream to expire on November 4, 2025, and not proceed with a new community designation extension request.

CARRIED UNANIMOUSLY

RECESSED

267-25 Moved by Cr. Smith that the Council Meeting be recessed at 6:39 p.m.

CARRIED UNANIMOUSLY

RECONVENED

268-25 Moved by Cr. Oswald that the Council Meeting be reconvened at 7:05 p.m.

CARRIED UNANIMOUSLY

**PUMPKIN WALK
REQUEST FOR FUNDING**

Jennifer Mantay, Director of Corporate Services presented to Council to consider contributing \$500 in additional funding to the 2025 Pumpkin Walk.

269-25 Moved by Cr. Klumph That Council grant the request of the Barrhead Pumpkin Walk Committee and contribute an additional \$500 towards the 2025 Pumpkin Walk event.

IN FAVOR: Mayor McKenzie, Crs.: A. Oswald,
 R. Klumph, D. Kluin, D. McKenzie,
 and D. Smith.

OPPOSED: Cr. T. Assaf

**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.

270-25 Moved by Cr. Kluin that Council table this item to allow for additional information.

CARRIED UNANIMOUSLY

COUNCIL REPORTS

The following reports to Council as of September 9, 2025, were reviewed:

- Indigenous Committee – Cr. A. Oswald
- Barrhead Exhibition Association and Agricultural Society – Cr. A. Oswald

271-25 Moved by Cr. Kluin that Council accept the following reports to Council as of September 9, 2025:

- Barrhead & District Indigenous Committee – Cr. A. Oswald
- Barrhead Exhibition Association and Agricultural Society – Cr. A. Oswald

CARRIED UNANIMOUSLY

**MINUTES TO COUNCIL
COUNTY OF BARRHEAD**

The following Minutes to Council were reviewed:

- County of Barrhead Council Highlights – August 19, 2025
- County of Barrhead Council Highlights – September 2, 2025

272-25 Moved by Cr. Klumph that the Minutes to Council be accepted as information and as presented.

- County of Barrhead Council Highlights – August 19, 2025
- County of Barrhead Council Highlights – September 2, 2025

CARRIED UNANIMOUSLY

**BYLAWS
INTERMUNICIPAL RELATIONS COMMITTEE**

Collin Steffes, CAO, presented to Council to consider a recommendation received from the County of Barrhead & Town of Barrhead ICF Committee to form an Intermunicipal Relations Committee (IRC) that includes all elected officials from both municipalities. The ICF Committee has approved the attached Draft Bylaw, and is providing it to both Councils, for consideration, to allow for the establishment of a joint IRC.

273-25 Moved by Cr. Smith that Council give Bylaw 08-2025, Intermunicipal Relations Committee, first reading.

CARRIED UNANIMOUSLY

274-25 Moved by Cr. Oswald that Council give Bylaw 08-2025, Intermunicipal Relations Committee, second reading.

CARRIED UNANIMOUSLY

275-25 Moved by Cr. Klumph that Council present Bylaw 08-2025, Intermunicipal Relations Committee, third reading.

CARRIED UNANIMOUSLY

276-25 Moved by Cr. Assaf that Council give Bylaw 08-2025, Intermunicipal Relations Committee, third reading.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
COMMUNITY FUTURES**

Council reviewed the letter from Community Futures Yellowhead East regarding the launch of the ExitNavigator, a New Pathway for Alberta Rural Business Owners to Buy and Sell.

277-25 Moved by Cr. Assaf that Council accept the letter dated July 4, 2025 from Community Futures Yellowhead East.

CARRIED UNANIMOUSLY

**TRANSPORTATION &
ECONOMIC CORRIDORS**

Council reviewed the correspondence from Alberta Transportation and Economic Corridors regarding the approved future installation of chirpers at the Highway 33 and 50th Avenue Crosswalk.

278-25 Moved by Cr. Smith that Council accept the correspondence dated August 27, 2025 from Alberta Transportation and Economic Corridors regarding the approved future installation of chirpers at the Highway 33 and 50th Avenue crosswalk.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie congratulated the Parks and Recreation department for their exceptional work maintaining the flower displays. There have been many compliments received by visitors and residents.

Cr. R. Klumph also congratulated the Parks and Recreation department on their work maintaining the flowers throughout town.

Cr. R. Klumph recognized the success of the Barrhead Chariots Car Club - Antique/Custom Vehicle 2025 Show and Shine – they had a total of 37 vehicles and he thanked Public Works and the Parks and Recreation departments for their assistance.

Cr. T. Assaf shared kudos to the “Make the Connection” event and was impressed to see all of the organizations in attendance.

**TABLED ITEM
BARRHEAD EXHIBITION ASSOC.
& AGRICULTURAL SOCIETY
FACILITY REQUEST**

Jennifer Mantay, Director of Corporate Services presented updated information to Council to consider the Barrhead Exhibition Association and Agricultural Society’s (the Ag Society) request for the free use of the Curling Rink, Dr. Charles Godberson Rotary Room, and Agrena Boardroom in support of their upcoming Trade Show and Rodeo event.

279-25 Moved by Cr. Klumph that Council approve the Barrhead Exhibition Association and Agricultural Society’s request for additional waived fees for the Curling Rink, Dr. Charles Godberson Rotary Room and Agrena Boardroom during the 2025 Wildrose Rodeo to be funded by Miscellaneous Grants to Organizations.

CARRIED UNANIMOUSLY

**TABLED ITEM
ENABLING ACCESSIBILITY
FUND – SMALL PROJECTS**

Jennifer Mantay, Director of Corporate Services presented updated information to Council to confirm the Town’s contribution towards the Enabling Accessibility Fund – Small Projects Component Grant Approval.

280-25 Moved by Cr. Klumph that Council provide confirmation to the Enabling Accessibility Fund – Small Projects Component Grant Authority that the Town will assume responsibility for any project costs exceeding the grant amount of \$125,000.00, with the Town’s contribution of \$41,900.00 to be funded from the 2026 Parks Capital Reserve.

CARRIED UNANIMOUSLY

**CLOSED SESSION – PERSONNEL MATTER
ATIA SECTION 20**

281-25 Moved by Cr. Assaf that the Council go into closed session at 8:13 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

282-25 Moved by Cr. Smith that Council come out of closed session at 8:31 p.m.

CARRIED UNANIMOUSLY

ADJOURN

283-25 Moved by Cr. Klumph that the Council Meeting be adjourned at 8:31 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Collin Steffes