

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, SEPTEMBER 29, 2026,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor Assaf, C. Botros, D. Kluin, A. Oswald, D. Sawatzky, D. Smith and S. Fylyshtan

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

ABSENT

OTHERS Barry Kerton, Barrhead Leader

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

AGENDA The agenda was reviewed.

272-26 Moved by Cr. Sawatzky that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Regular Town Council Meeting of September 8, 2026, were reviewed.

273-26 Moved by Cr. Botros that the Minutes of the Regular Town Council Meeting of September 8, 2026, be approved as presented.

CARRIED UNANIMOUSLY

DELEGATION

BARRHEAD RCMP

Mayor Assaf welcomed Sgt. Hack from the Barrhead RCMP detachment to the meeting at 5:31 p.m.

Sgt. Hack provided a Bi-Annual Update to Council. He noted that the Officers had increased foot patrol of the Downtown during July and August. His presentation also included statistics up to June 2026 indicating increased instances of fraud, disturbing the peace, traffic infractions and charges related to contraband cigarettes.

EXITED Mayor Assaf and Council thanked Sgt. Hack; he exited the meeting at 5:44 p.m.

274-26 Moved by Cr. Kluin that Council accept the Barrhead RCMP information as presented.

CARRIED UNANIMOUSLY

NEW BUSINESS

AQUATICS HOURS OF OPERATION

Sydney Miller, Aquatics Coordinator, presented with Shallon Touet, Director of Parks & Recreation, asking to seek Council approval to move the Aquatic Centre from all-day public swim access during scheduled school rentals, school swimming lessons, curriculum based aquatic programming, and swim club training times to a scheduled public swim model, effective November 1, 2026.

Under the proposed model, public swim would be offered during identified blocks of time when sufficient pool space is available to provide a safe, positive, and enjoyable experiences for all public users.

275-26

Moved by Cr. Sawatzky that Council approve the transition to a scheduled-use model for public swimming at the Aquatic Centre, effective November 1, 2026, with public swim offered during designated blocks when sufficient pool space is available, and direct Administration to communicate the new schedule and implementation approach to the public prior to the effective date.

In Favour: Mayor Assaf, Cr. Oswald, Cr. Kluin, Cr. Botros, Cr. Fylyshtan and
Cr. Sawatzky

Opposed: Cr. Smith

MOTION IS CARRIED

REQUEST FOR TEMPORARY DISCRETIONARY TAX RELIEF

Jennifer Mantay, Director of Corporate Services, presented Council with a request for temporary relief from the municipal portion of property tax on a vacant non-residential property and seek direction for a quantified assessment of the request.

276-26

Moved by Cr. Smith that Council maintain the taxes levied and decline the request for temporary discretionary relief from the municipal portion of property tax, as identified in the confidential correspondence dated August 31, 2026.

CARRIED UNANIMOUSLY

MONTHLY BANK STATEMENT ENDED AUGUST 31, 2026

Jennifer Mantay, Director of Corporate Services, requested for Council to accept the Monthly Bank Statement to August 31, 2026, as presented.

277-26

Moved by Cr. Oswald that Council accepts the Monthly Bank Statement, to August 31, 2026, as information.

CARRIED UNANIMOUSLY

SURVEILLANCE POLICY

Jodie Lyons, Municipal Coordinator, requested for Council to consider approving the draft Surveillance Cameras & Systems Policy as part of the Town's Privacy Management Program implementation.

278-26

Moved by Cr. Fylyshtan that Council approve draft Policy #012-034, Surveillance Cameras & Systems Policy, and that Administration proceed with implementation measures for consistent collection notices and management of Town surveillance systems under the Privacy Management Program.

CARRIED UNANIMOUSLY

**PEMBINA HILLS SCHOOL DIVISION
JOINT USE PLANNING AGREEMENT**

Jodie Lyons, Municipal Coordinator, requested for Council to consider the draft Joint Use and Planning Agreement (JUPA) between the Town of Barrhead and Pembina Hills School Division (PHSD), including the replacement of the parties' existing joint-use agreements with one consolidated agreement.

279-26

Moved by Cr. Botros that Council approve the Joint Use and Planning Agreement between the Town of Barrhead and Pembina Hills School Division, subject to finalization of non-substantive administrative and technical edits, including the Effective Date, facility schedules and an express supersession clause identifying the 2000 Town of Barrhead Ball Diamonds Agreement, the 2012 Town of Barrhead Tennis Courts Agreement and the 1988 Joint Use Agreement; and further, that the Mayor and Chief Administrative Officer be authorized to execute the final agreement on behalf of the Town of Barrhead.

CARRIED UNANIMOUSLY

**DIRECT CONTROL DEVELOPMENT
PERMIT APPLICATION 2026-030**

Jenny Bruns, Director of Planning, Economic Development and Legislative Services, presented to Council that the Town has received an application for two single detached dwellings within a Direct Control District, on Lots 23 and 24, Block 19 Plan 262-____.

280-26

Moved by Cr. Sawatzky that Council approve the application with the following conditions as presented:

1. Any damage to municipal infrastructure shall be repaired at the developer's expense.
2. Development shall proceed in accordance with the approved plans and drawings.
3. The sites shall be graded to ensure positive drainage away from buildings and towards approved drainage systems. No surface water shall be directed onto adjacent properties.
4. The sites shall be maintained in a clean and orderly condition throughout the development.
5. Two parking stalls shall be provided on each site.

CARRIED UNANIMOUSLY

COUNCIL REPORTS

The following Reports to Council as of September 29, 2026, were reviewed:

- (a) Chamber of Commerce – Cr. Oswald
- (b) Barrhead & District Indigenous Committee – Cr. Oswald
- (c) Barrhead Accessibility Coalition – Cr. Kluin
- (d) Barrhead Library Board – Cr. Botros
- (e) Community Futures Yellowhead East – Cr. Botros
- (f) Barrhead Attraction & Retention Committee – Cr. Botros

281-26

Moved by Cr. Kluin that the following Reports to Council as of September 29, 2026, be accepted as information:

- (a) Chamber of Commerce – Cr. Oswald
- (b) Barrhead & District Indigenous Committee – Cr. Oswald
- (c) Barrhead Accessibility Coalition – Cr. Kluin
- (d) Barrhead Library Board – Cr. Botros
- (e) Community Futures Yellowhead East – Cr. Botros
- (f) Barrhead Attraction & Retention Committee – Cr. Botros

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor Assaf congratulated Cr. Oswald for receiving the Municipal Elected Leaders Certificate at the recent AB Munis Convention, recognizing the successful completion of the education program.

Cr. Kluin thanked all who helped organize the Wildrose Rodeo Weekend, making it another successful event.

IN-CAMERA

**RESIDENT INQUIRY
ATIA SECTIONS 20 & 29**

282-26 Moved by Cr. Oswald that Council move in-camera pursuant to Sections 20 and 29 of the Access to Information Act to discuss a resident request at 6:38 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED
SESSION**

283-26 Moved by Cr. Botros that the Regular Council Meeting move out of closed session at 6:39 p.m.

CARRIED UNANIMOUSLY

RECESSED

284-26 Moved by Cr. Oswald that the Council Meeting be recessed at 6:39 p.m.

CARRIED UNANIMOUSLY

RECONVENE

285-26 Moved by Cr. Oswald that the Regular Council Meeting reconvene at 7:02 p.m.

CARRIED UNANIMOUSLY

IN-CAMERA

**RESIDENT INQUIRY
ATIA SECTIONS 20 & 29**

286-26 Moved by Cr. Sawatzky that Council move in-camera pursuant to Section 20 and 29 of the Access to Information Act to discuss a resident request at 7:02 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED
SESSION**

287-26 Moved by Cr. Smith that the Regular Council Meeting move out of closed session at 7:39 p.m.

CARRIED UNANIMOUSLY

IN-CAMERA

**RESIDENT INQUIRY
ATIA SECTION 20 & 29**

288-26 Moved by Cr. Oswald that Council move in-camera pursuant to Section 20 and 29 of the Access to Information Act to discuss a resident request at 7:40 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED
SESSION**

289-26 Moved by Cr. Smith that the Regular Council Meeting move out of closed session at 7:41 p.m.

CARRIED UNANIMOUSLY

RESIDENT INQUIRY

290-26 Moved by Cr. Sawatzky that Council direct Administration to proceed as recommended in Closed Session.

CARRIED UNANIMOUSLY

ADJOURN

291-26 Moved by Cr. Smith that the Council Meeting be adjourned at 7:42 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, Ty Assaf

CAO, Collin Steffes