

1.0 CALL TO ORDER**2.0 APPROVAL OF AGENDA****3.0 MINUTES****3.1 REGULAR MEETING HELD FEBRUARY 20, 2024**[Schedule A](#)**4.0 ACTION ITEMS:****4.1 APPOINTMENT OF FIRE GUARDIANS – APRIL 1, 2024 TO MARCH 31, 2025**

Administration recommends that Council appoints the following individuals as Fire Guardians to serve the County of Barrhead under the *Forest and Prairie Protection Act* effective April 1, 2024, to March 31, 2025:

- Gary Hove, Fire Chief
- Ted Amos, Deputy Fire Chief
- Ken Hove, Director of Infrastructure
- Travis Wierenga, Public Works Manager
- Roy Batdorf, public member
- Norman Semler, public member
- Stephen Lyons, public member
- Don McKay, public member

[Schedule B](#)**4.2 2023 ROAD SURVEY CORRECTION**

Administration recommends that Council directs the Reeve and County Manager to sign the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).

[Schedule C](#)**4.3 2024 PLOW TRUCK PURCHASE**

Administration recommends that Council directs Administration to complete the following actions:

1. Complete the purchase of 3 Western Star 47X SB trucks from Western Star North at a cost of \$735,077.
2. Engage Viking Cives to carry out the rig up of two plow trucks as per the provided specifications at the cost of \$308,322.40
3. Engage Wabash Manufacturing to supply and install an oil tank at the cost of \$115,435.
4. Engage Hayworth Equipment Sales to carry out the supply and rig up of the truck box and triaxle pup at the cost of \$123,980.
5. Do not include Unit 543 in the disposal list in the 2024 Capital Budget in order to utilize this truck as a permanent oil/water tank truck.
6. Following the arrival of the new gravel truck and pup, dispose of Unit 532, 532A, and 532B.
7. Following the arrival of the new plow trucks, dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.

[Schedule D](#)

4.4 CONSTRUCTION PROJECT 24-540

Administration recommends that:

- Council cancels road construction Project 24-540 of 5 miles of high-grade gravel road.
- Council directs Public Works to reach out to landowners on the 2025 and 2026 planned projects to secure an additional 5 miles of road construction for the 2024 season.

[Schedule E](#)

4.5 POLICY PW-001 SALE OF AGGREGATE

Administration recommends that:

- Council approve Policy PW-001 Sale of Aggregate
- Council rescind 32.27 Gravel Aggregate Sales

[Schedule F](#)

4.6 POLICY FN-005 DISPOSAL OF SURPLUS ITEMS

Administration recommends that:

- Council approve Policy FN-005 Disposal of Surplus Items.
- Council rescind Policy 12.36 Disposal of Surplus Items.

[Schedule G](#)

4.7 BYLAW 1-2024 – RATES & FEES BYLAW

Administration recommends that Council consider 3 readings of Rates & Fees Bylaw 1-2024 as presented.

[Schedule H](#)

5.0 REPORTS**5.1 COUNTY MANAGER REPORT**

Administration recommends that Council accept the County Manager's report for information.

- Resolution Tracking List

[Schedule I](#)

- February AAIP Monthly Status Report

[Schedule J](#)

5.2 PUBLIC WORKS REPORT

(9:15 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule K](#)

5.3 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS:

- 6.1 RMA Member Briefing Re: Unpaid Oil & Gas Tax Survey** – dated February 2024
[Schedule L](#)
- 6.2 Letter from Minister of Agriculture & Irrigation Re: 2023 Canada-Alberta Drought Assistance (CADLA) AgriRecovery program** – dated February 16, 2024
[Schedule M](#)
- 6.3 Letter from Minister Municipal Affairs Re: Budget 2024** – dated February 29, 2024
[Schedule N1](#)
- 6.4 Letter from Minister Municipal Affairs Re: ICF Engagement** – emailed March 1, 2024
[Schedule N2](#)
- 6.5 Minutes**
- 6.5.1 FCSS Minutes** – December 21, 2023
[Schedule O](#)
- 6.5.2 Misty Ridge Minutes** – January 17, 2024
[Schedule P](#)

7.0 DELEGATIONS

- 7.1 10:45 a.m. Margaret Osborne & Joe Zacharuk – Barrhead Community Victim Services Unit Association**
[Schedule Q](#)
- 7.2 11:00 a.m. Gary Redmond, Yvonne Barker, Salina Fairbank – West Central Airshed Society**
[Schedule R](#)
- 7.3 11:30 a.m. Fire Chief Gary Hove, BRFS – Quarterly Report**
[Schedule S](#)

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 20, 2024

Regular Meeting of the Council of the County of Barrhead No. 11 held February 20, 2024 was called to order by Reeve Drozd at 9:00 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY HAVE
NOT BEEN APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager	Shae Guy, Community Peace Officer
Pam Dodds, Executive Assistant	Tamara Molzahn, Director of Corporate Services
Jenny Bruns, Development Officer	Travis Wierenga, Public Works Manager
Tara Troock, Development Clerk	

ATTENDEES

L. Beeson – Public attendee
Matthew Swan & Gary de Jong – Misty Ridge Ski Club
Barry Kerton - Town and Country Newspaper

RECESS

Reeve Drozd recessed the meeting at 9:00 a.m.
Reeve Drozd reconvened the meeting at 9:12 a.m.

APPROVAL OF AGENDA

2024-037 Moved by Councillor Preugschas that the agenda be approved as presented.
Carried Unanimously.

MINUTES OF REGULAR MEETING HELD FEBRUARY 6, 2024

2024-038 Moved by Councillor Lane that the minutes of the Regular Meeting of Council held February 6, 2024 be approved with the following amendment:
Resolution #2024-031 - Add Councillor Lane as the Councillor who moved the motion.
Carried Unanimously.

Councillor Lane left the meeting at 9:43 a.m.

LAND USE BYLAW REVIEW – OPTIONS FOR SECOND PERMANENT DWELLING

2024-039 Moved by Deputy Reeve Schatz that Council direct Administration to include the construction of a 2nd permanent dwelling on Ag parcels in the 1st draft of the Land Use Bylaw as presented in Option B.
Carried 5-1.

Jenny Bruns and Tara Troock departed the meeting at 9:48 a.m.

Councillor Lane rejoined the meeting at 9:48 a.m.

**BARRHEAD COMMUNITY PROGRAM & RESOURCE GUIDE COMMITTEE
FUNDING REQUEST**

2024-040 Moved by Councillor Lane that Council approve the application from Barrhead Community Program & Resource Guide Committee for a donation of \$1,000 to assist with the initial development of a community resource guide with funds to come from the Economic Development Budget.
Carried Unanimously.

VOLUNTEER RECOGNITION - COMMUNITY GRANT REQUEST

2024-041 Moved by Councillor Preugschas that Council approves the application from the Volunteer Appreciation committee for \$1,250 under the Community Grants Policy to assist with the Volunteer Appreciation event to be held April 17, 2024.

Carried Unanimously.

ASSESSMENT REVIEW BOARD (ARB) OFFICIALS APPOINTMENT – CAPITAL REGION ASSESSMENT SERVICES COMMISSION (CRASC)

2024-042 Moved by Councillor Preugschas that Council appoint Raymond Ralph as ARB Chairman of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2024 with remuneration to be paid as specified by CRASC.

Carried Unanimously.

2024-043 Moved by Deputy Reeve Schatz that Council appoint Gerryl Amarin as ARB Clerk of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2024 with remuneration to be paid as specified by CRASC.

Carried Unanimously.

2024-044 Moved by Councillor Kleinfeldt that Council appoint the following Certified Panelists as Members of the County of Barrhead Local Assessment Review Board and Composite Assessment Review Board for a 1-year term to expire December 31, 2024 with remuneration to be paid as specified by CRASC:

- Darlene Chartrand
- Sheryl Exley
- Tina Groszko
- Stewart Hennig
- Richard Knowles
- Denis Meier
- Raymond Ralph

Carried Unanimously.

RESCIND POLICIES

2024-045 Moved by Councillor Preugschas that Council rescind the following outdated policies as recommended by the Policy Committee:

- Policy 25.01 Joint Ambulance Agreement
- Policy 74.01 Regional Library Agreement
- Policy 74.03 Provincial Grants

Carried Unanimously.

Councillor Stoik left the meeting at 10:33 a.m.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 20, 2024

COMMUNITY PEACE OFFICER (CPO) – NEW POLICIES AND POLICY REVISIONS

- 2024-046 Moved by Councillor Properzi that Council approves amended policy PS-003 CPO Traffic, Pursuit & Emergency Response as presented.
Carried 6-0.
- 2024-047 Moved by Councillor Preugschas that Council approves amended policy PS-008 CPO Weapons & Use of Force as presented.
Carried 6-0.
- 2024-048 Moved by Councillor Kleinfledt that Council approves amended policy PS-011 CPO Communications System as presented.
Carried 6-0.
- 2024-049 Moved by Councillor Lane that Council approves new policy PS-014 CPO Primary Highway Enforcement as presented.
Carried 6-0.

Councillor Stoik rejoined the meeting at 10:43 a.m.

Shae Guy departed the meeting at 10:44 a.m.

RECESS

Reeve Drozd recessed the meeting at 10:44 a.m.

Reeve Drozd reconvened the meeting at 10:56 a.m.

Travis Wierenga joined the meeting at 10:56 a.m.

DIRECTOR OF CORPORATE SERVICES REPORT

- 2024-050 Moved by Councillor Kleinfeldt that Council accept the following Director of Corporate Services reports, that were postponed from the February 6, 2024 regular meeting of Council, for information:
- Cash, Investments, & Taxes Receivable Report as of December 31, 2023
 - Payments Issued for the month of December 2023
 - YTD Capital Recap for the period ending December 31, 2023
 - Elected Official Remuneration Report as at December 31, 2023
- Carried Unanimously.

INFORMATION ITEMS

- 2024-051 Moved by Deputy Reeve Schatz that Council accepts the following items for information:
- Minutes:
 - BDSHA Minutes – November 30, 2023
 - CFYE Minutes – January 18, 2024
- Carried Unanimously.

Councillor Stoik departed the meeting at 11:00 a.m. and rejoined at 11:05 a.m.

PUBLIC WORKS REPORT

Travis Wierenga, Public Works Manager, reviewed the written report for Public Works and Utilities and answered questions from Council.

- 2024-052 Moved by Councillor Lane that the report from the Public Works Manager be received for information.
Carried Unanimously.

Travis Wierenga departed the meeting at 11:08 a.m.

REGULAR MEETING OF COUNCIL - HELD FEBRUARY 20, 2024

Tamara Molzahn joined the meeting at 11:09 a.m.

2023 YEAR END OPERATING SURPLUS

2024-053 Moved by Deputy Reeve Schatz that Council accepts the 2023 year-end financial reports as presented and subject to audit adjustments and year end finalizations

Carried Unanimously.

Tamara Molzahn departed the meeting at 11:28 a.m.

DELEGATION – MISTY RIDGE SKI CLUB

Matthew Swan and Gary de Jong of the Misty Ridge Ski club, met with Council at this time being 11:28 a.m. to request sustainable support from the County of Barrhead. Council thanked them for their presentation and invited them to work with Administration to prepare a proposal for Council to consider.

Matthew Swan and Gary de Jong left the meeting at 11:53 a.m.

LUNCH RECESS

Reeve Drozd recessed the meeting at 11:53 a.m.

Reeve Drozd reconvened the meeting at 1:00 p.m.

Tamara Molzahn rejoined the meeting at 1:00 p.m.

DIRECTOR OF CORPORATE SERVICES REPORT - CONTINUED

2024-054 Moved by Councillor Properzi that Council accept the following Director of Corporate Services reports for information:

- Cash, Investments, & Taxes Receivable Report as of January 31, 2024
- Payments Issued for the month of January 2024
- YTD Budget Report for 1 month ending January 31, 2024
- YTD Capital Recap for the period ending January 31, 2024
- Elected Official Remuneration Report as at January 31, 2024

Carried Unanimously.

Tamara Molzahn departed the meeting at 1:08 p.m.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2024 Resolution Tracking List and included updates on:

- Feb 16 – Reeve & CAO meeting with MLA van Dijken regarding the Disaster Recovery Program for flooding
- Feb 29 – Committee of the Whole meeting
- Mar 6 – Town and County Councillor Social
- Agriculture Department staff planning a “Working with Drought” workshop on April 16, 2024

2024-055 Moved by Councillor Lane that the County Manager’s report be received for information.

Carried Unanimously.

COUNCILLOR REPORTS

Councillor Properzi reported on his attendance at the Pembina Zone meeting, Twinning Committee meeting, Committee of the Whole meeting, Land Use Bylaw workshop, and FCSS meeting.

Councillor Preugschas reported on his attendance at the ASB provincial conference and an ASB provincial committee meeting, Extension Working Group meeting, Tourism Industry Association of Alberta conference, Attraction & Retention committee meeting, Twinning Committee meeting, Committee of the Whole meeting, AWC meeting, Policy meeting, and attending the Land Use Bylaw Open House.

Councillor Kleinfeldt reported on his attendance at a Public Library regular and organizational meeting, Pembina Zone meeting, Ag Society AGM and Fair Committee meeting, 2 BARCC meetings, Land Use Bylaw workshop, YRL executive meeting, Committee of the Whole meeting, and Policy meeting.

Councillor Stoik reported on his attendance at the ASB meeting.

Deputy Reeve Schatz reported on his attendance at the Land Use Bylaw workshop, ASB meeting, Committee of the Whole meeting, Policy meeting, and the Brownlee Emerging Trends in Municipal Law seminar.

Reeve Drozd reported on his attendance at the Pembina Zone meeting, Ag Society AGM, Land Use Bylaw workshop, judge for the Meadowview Multi 4-H Club and T&M 4-H Club public speaking events, ASB meeting, Committee of the Whole meeting, Policy meeting, the Brownlee Emerging Trends in Municipal Law seminar, meeting with MLA van Dijken & CAO, attending the Land Use Bylaw Open House, and office administration duties.

Councillor Lane reported on his attendance at a Misty Ridge meeting, Pembina Zone meeting, Ag Society AGM, Ag Society conference, BDSHA special and board meetings, Committee of the Whole meeting, Land Use Bylaw workshop, and the Brownlee Emerging Trends in Municipal Law seminar.

IN-CAMERA SESSION

2024-056 Moved by Councillor Properzi that Council move in-camera at 1:46 p.m. for discussion on:

- Personnel – *FOIPP Sec. 17 Disclosure harmful to personal privacy; FOIPP Sec. 27 Privileged information*

Carried Unanimously.

Pam Dodds, Barry Kerton, and public attendees departed the meeting at 1:46 p.m.

2024-057 Moved by Deputy Reeve Schatz that Council move out of in-camera at 2:48 p.m.

Carried Unanimously.

ADJOURNMENT

2024-058 Moved by Councillor Stoik that the meeting adjourn at 2:49 p.m.

Carried Unanimously.



REQUEST FOR DECISION
MARCH 5, 2024

B

TO: COUNCIL

RE: APPOINTMENT OF FIRE GUARDIANS – APRIL 1, 2024 TO MARCH 31, 2025

ISSUE:

The *Forest and Prairie Protection Act* requires that each year before April 1 the Council of a municipal district appoint, for a 1-year term starting at the beginning of April, a sufficient number of Fire Guardians to enforce the *Act* within the boundaries of the County.

BACKGROUND:

- Fire permits issued
 - 2023 – 300 permits issued (19% decrease due to fire bans in place in 2023)
 - 2022 – 374 permits issued (36% decrease from previous year)
 - 2021 – 587 permits issued (3% decrease from previous year)
 - 2020 – approximately 600 permits issued (20% increase)
 - Many phone-in permits due to Covid-19
 - 2019 – approximately 500 permits issued (13% increase from previous year)
 - 2018 - 442 permits (13% decrease from previous year)
- County generally appoints 3 to 5 public members as Fire Guardians in addition to appointing the Fire Chief, Deputy Fire Chief, Director of Infrastructure, and Public Works Manager
- March 7, 2023 - Council appointed 4 Fire Guardians - Roy Batdorf, Norman Semler, Bert Denning, and Stephen Lyons as fire guardians with a term set to expire April 1, 2024.
- July 4, 2023 - Council cancelled the appointment of Bert Denning
- All 3 of the current Fire Guardians have indicated their willingness to continue in their positions for another fire season.
- Administration received a request from former fire chief, Don McKay, to be appointed as a fire guardian

ANALYSIS:

- Although Administration is exploring options for online permitting, streamlining and modernizing the permitting process, the County is not in a position to implement changes at this time.
- Due to the number of permits and the size of the County an appropriate service level may be achieved with four (4) public members as Fire Guardians.
- Administration recommends appointing the current Fire Guardians including the 3 public member applicants and the new Fire Guardian Don McKay, with the appointments being active for April 1, 2024.
- Fire Guardian appointments are made by resolution of Council.

- Once appointments are approved an updated Fire Guardian listing for April 1, 2024, to March 31, 2025 will be made available to the public.
 - Fire Guardian listing identifies the Division(s) that a Fire Guardian covers and the order of priority.
 - Attached is the Fire Guardian listing that is currently in place (set to expire March 31, 2024)

STRATEGIC ALIGNMENT:

Councils' appointment of Fire Guardians in accordance with the *Forest and Prairie Protection Act* aligns with the County's 2022-2026 Strategic Plan as follows:

PILLAR 2: MUNICIPAL INFRASTRUCTURE & SERVICES

Outcome – County has the necessary tools & information to deliver programs and services efficiently

GOAL 1 Infrastructure & services balance County capacity with ratepayers needs

PILLAR 4: GOVERNANCE & LEADERSHIP

Outcome – Council is transparent & accountable

GOAL 2 County demonstrates an open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council appoints the following individuals as Fire Guardians to serve the County of Barrhead under the *Forest and Prairie Protection Act* effective April 1, 2024, to March 31, 2025:

- Gary Hove, Fire Chief
- Ted Amos, Deputy Fire Chief
- Ken Hove, Director of Infrastructure
- Travis Wierenga, Public Works Manager
- Roy Batdorf, public member
- Norman Semler, public member
- Stephen Lyons, public member
- Don McKay, public member



5306-49 STREET, BARRHEAD, ALBERTA T7N 1N5
 Phone: 780-674-3331; Fax: 780-674-2777
 Email: info@countybarrhead.ab.ca
 www.countybarrhead.ab.ca

FIRE GUARDIANS - 2023/2024 Fire Season

(Expiry March 31, 2024)

FIRE PERMITS ARE REQUIRED YEAR ROUND

DIVISION	FIRE GUARDIANS		PHONE NUMBER(S)	
1 Lac La Nonne, Dunstable, Moonlight Bay	1 st Contact	Stephen Lyons.....	780-843-5694	780-284-2724 (cell)
	2 nd Contact	Roy Batdorf.....	780-305-6310	
	3 rd Contact	Norman Semler.....	780-349-0732	
2 Gardenview, Meadowview, Belvedere, Peanut Lake	1 st Contact	Roy Batdorf.....	780-305-6310	780-284-2724 (cell)
	2 nd Contact	Stephen Lyons.....	780-843-5694	
	3 rd Contact	Norman Semler.....	780-349-0732	
3 Manola, Airport, Highridge, Lunnford, Magill Est, Golf Course	1 st Contact	Stephen Lyons.....	780-843-5694	780-284-2724 (cell)
	2 nd Contact	Norman Semler.....	780-349-0732	
	3 rd Contact	Roy Batdorf.....	780-305-6310	
4 Cambarr, Campsie, Thunder Lake, Summerdale, Summerlea, Mossdale	1 st Contact	Roy Batdorf.....	780-305-6310	780-284-2724 (cell)
	2 nd Contact	Norman Semler.....	780-349-0732	
	3 rd Contact	Stephen Lyons.....	780-843-5694	
5 Mellowdale, Naples, Glenreagh Hall	1 st Contact	Norman Semler.....	780-349-0732	780-284-2724 (cell)
	2 nd Contact	Roy Batdorf.....	780-305-6310	
6 Camp Creek, Tiger Lily, Clear Lake, Dolberg Lake, Mystery Lake, Tiger Lake,	1 st Contact	Norman Semler.....	780-349-0732	780-284-2724 (cell)
	2 nd Contact	Roy Batdorf.....	780-305-6310	
	3 rd Contact	Stephen Lyons.....	780-843-5694	
7 Neerlandia, Vega, Baird Lake	1 st Contact	Norman Semler.....	780-349-0732	780-284-2724 (cell)
	2 nd Contact	Roy Batdorf.....	780-305-6310	

ALL DIVISIONS		PHONE NUMBER
	Gary Hove, Fire Chief	780-674-2087
	Ted Amos, Deputy Fire Chief	780-674-2087

FOR EMERGENCIES DIAL 911	
Vega Tower: 780-674-4581	
Whitecourt Forestry Office (Call through AB Gov't RITE Number - 310-0000)	Daytime: 780-778-7275 After Hours: 780-778-7272

NOTE: Effective the 2003 Fire Season, County Councillors and the County Manager will no longer exercise the authority they have as fire guardians pursuant to the Forest and Prairie Protection Act which service is now provided for by agreement as Barrhead Regional Fire Services.



TO: COUNCIL

RE: 2023 ROAD SURVEY CORRECTION

ISSUE:

Public Works requires Council to authorize signing of an agreement for exchange of land to comply with a road survey plan correction North of NW 2-62-4-W5 (Township Road 621).

BACKGROUND:

- Public Works has acquired landowner signature on agreement for land exchange for road survey plan correction North of NW 2-62-4-W5.
- Survey correction to take place on Township Road 621 between Range Road 41A and 42.
- Original survey plan (2000MC) was completed in 1960 and angled south-east from the NW corner of NW-2-62-4-W5 to Range Road 41A which did not fully contain current road
- Road needed to be resurveyed to reflect actual road allowance between SW 11-62-4-W5 and NW 2-62-4-W5.
- Landowner owns SW 11-62-4-W5 as well as NW 2-62-4-W5

ANALYSIS:

- Road reconstruction took place in 2023 and the new road plan 232 2126 was registered with Land Titles for Township Road 621 between Range Road 41A and 42 (see attached).
- New road plan required taking 0.766 Hectares (1.89 acres) from the southern boundary of SW 11-62-4-W5 (shown in orange on attachment).
- An agreement was reached with the landowner to cancel a portion of road plan 2000MC in NW 2-62-4-W5 consisting of 0.938 Hectares (2.32 acres) in exchange for the 0.766 Hectares (1.89 acres) within SW 11 62 4-W5 (shown in yellow on attachment).

STRATEGIC ALIGNMENT:

Road reconstruction is an essential service provided to County residents. Ensuring timely, cost-effective road construction aligns with the 2022 – 2026 Strategic Plan as follows:

PILLAR 2: Municipal Infrastructure & Services

OUTCOME - County has necessary tools & information to deliver programs and services efficiently

- GOAL 2.1 – Infrastructure & services balance County capacity with ratepayer needs.

PILLAR 4: Governance & Leadership

OUTCOME – Council is transparent & accountable

- GOAL 4.2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council directs the Reeve and County Manager to sign the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).

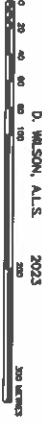


LAND TITLE OFFICE
PLAN No. 232 2128
 ENTERED AND REGISTERED
 ON **September 21, 2023**
 INSTRUMENT No. **232 288 555**

J. Selent
 A.D. REGISTRAR
 NALRD

PLAN

SHOWING SURVEY OF ROAD WITHIN
 S.W. 1/4 SEC.11 - TWP.62 - RGE.4 - WSM
 AND
 N. 1/2 SEC.2 - TWP.62 - RGE.4 - WSM
 COUNTY of **BARREHEAD No.11**
 D. WILSON, A.L.S. 2023



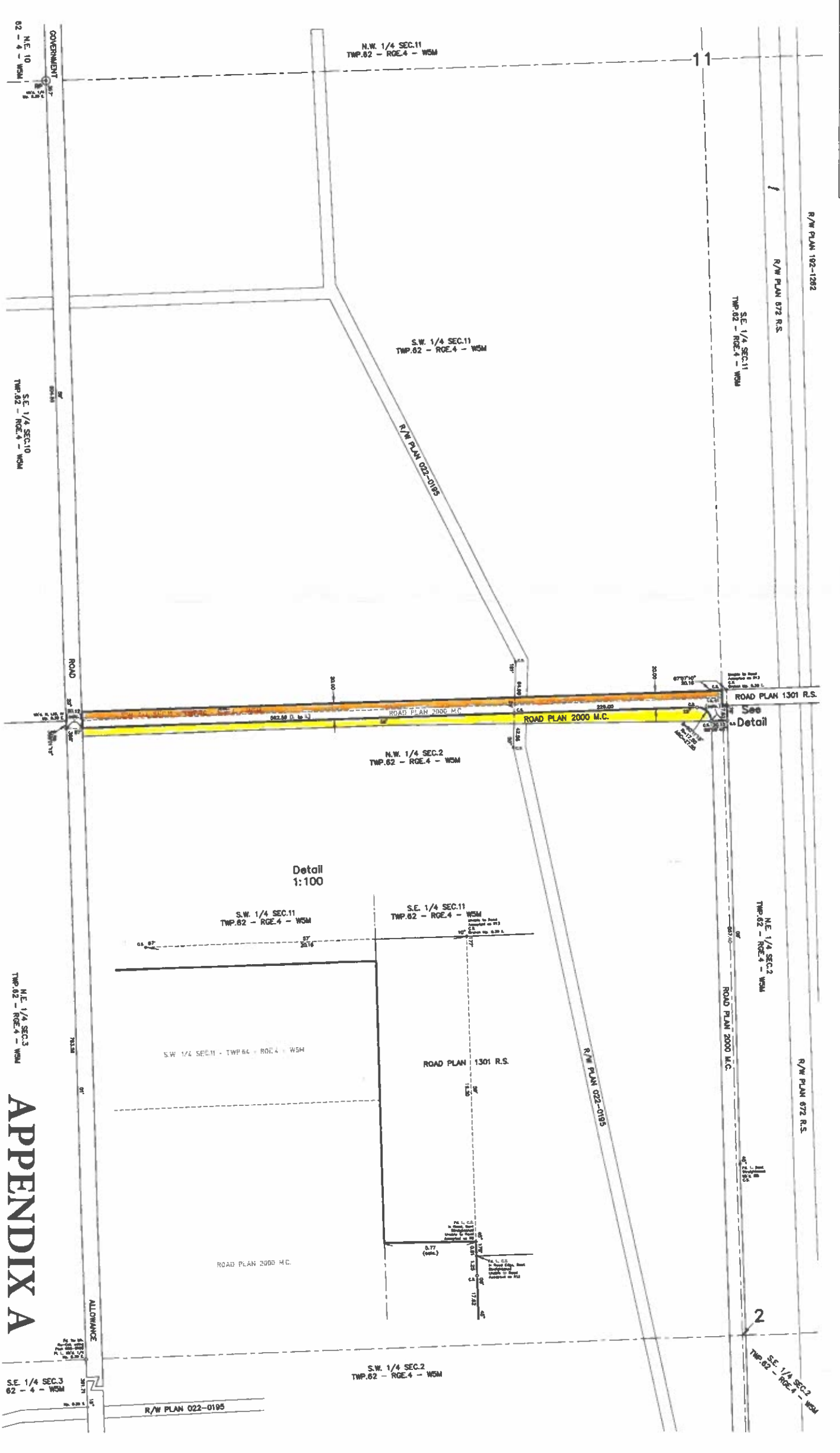
LEGEND:
 ROAD PLAN 2000 M.C.
 ROAD PLAN 1301 R.S.
 ROAD PLAN 022-0195



LEGEND:
 ROAD PLAN 2000 M.C.
 ROAD PLAN 1301 R.S.
 ROAD PLAN 022-0195

NOTES:
 1. THIS SURVEY IS A PLAN SURVEY FOR THE PURPOSES OF THE ALBERTA SURVEY ACT AND THE ALBERTA SURVEY REGULATIONS.
 2. THE SURVEY IS BASED ON THE DATA PROVIDED BY THE CLIENT AND THE SURVEYOR HAS CONDUCTED VISUAL CHECKS OF THE DATA.
 3. THE SURVEYOR HAS CONDUCTED VISUAL CHECKS OF THE DATA AND HAS FOUND IT TO BE ACCURATE.
 4. THE SURVEYOR HAS CONDUCTED VISUAL CHECKS OF THE DATA AND HAS FOUND IT TO BE ACCURATE.
 5. THE SURVEYOR HAS CONDUCTED VISUAL CHECKS OF THE DATA AND HAS FOUND IT TO BE ACCURATE.

APPENDIX A
 DRAWING FILE NAME: 231-01-000
 DRAWN BY: L.A.
 CHECKED BY: D.E.
 SCALE: 1:2000
 CLIENT: COUNTY OF BARREHEAD No.11
 FILE No. 231-03
 DOW WILSON SURVEYS LTD. BOX 4124, BARREHEAD, ALBERTA PHONE (780) 874-2287





REQUEST FOR DECISION

MARCH 5, 2024

D

TO: COUNCIL

RE: 2024 PLOW TRUCK PURCHASE

ISSUE:

Public Works has obtained pricing for the 2024/2025 Tandem Axle Truck replacements, which includes plow and gravel truck rig up, and requires Council to review and approve if satisfactory.

BACKGROUND:

- January 2023 - Public Works tendered out the purchase of 3 new tandem axle trucks to meet the replacement timelines for the 2023 Capital Budget. Capital plan had one truck scheduled for replacement in 2024 and 2 in 2025. Due to long lead times, which were estimated by the industry to be 18-36 months at the time, the replacement process was initiated early.
- February 21, 2023 - Tenders were received from 4 different suppliers. Council directed Administration to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB Trucks for delivery in 2024 and 2025.
 - Public Works entered into an agreement with Western Star North and the 3 trucks were placed in the factory order in Q3 2023.
- Due to manufacturer lead time reduction, Public Works has been informed that the 3 trucks will be completed by the end of March 2024 and will be ready to be sent out for rig up. Payment of the trucks must be completed to Western Star North prior to sending the trucks out.
- Through Western Star North, Public Works has requested pricing from the following for plow truck equipment supply and rig up:
 - Viking Cives
 - Industrial Machines Inc.
- Budgeted amounts for these truck replacements with rig up are as follows:

Budget Year	Unit	Cost
2024 (Approved)	Plow Truck – Sander/Gravel	\$365,000
2025 (Capital Plan)	Plow Truck – Sander/Oil	\$360,000, net of trade in price
2025 (Capital Plan)	Gravel Truck – Box/Pup	\$312,000, net of trade in price

ANALYSIS:

- Total actual truck chassis pricing is \$735,077. Pricing per unit is below:
 - Western Star 47X SB – Plow Truck – Box/Sander \$247,282
 - Western Star 47X SB – Plow Truck Sander/Oil Truck \$245,319
 - Western Star 47X SB – Gravel Truck - Box \$242,476

- Quotes for truck equipment and rig up is as follows:

Unit	Viking Cives	IMI	Hayworth	Notes
Plow Truck - Sander/Oil	\$ 164,609.45	\$ 124,705.00	n/a	IMI will not mount Sander, would have to be done by another contractor or in-house.
Oil Tank Option	\$ 115,435.00	n/a	n/a	Wabash to supply oil tank
Plow Truck - Box/Sander	\$ 143,712.95	\$ 142,145.00	n/a	
Gravel Truck - Box/Triaxle Pup	\$ 159,712.00	n/a	\$ 123,980.00	IMI cannot supply

- Public Works is recommending:
 - Viking Cives is contracted to supply and rig up the plow truck components. This will ensure that both trucks utilize the same hydraulic and electronic systems and are set up in identical fashion. This is an advantage for both drivers and mechanics. Viking Cives also provided a much more thorough quote for the set up and have extensive experience in rigging up Western Star trucks.
 - Purchase the new oil tank for the plow truck from Wabash. Tank would be installed for summer months to be utilized for the oiling program as well as used as a water truck during the dust control application program.
 - Hayworth is contracted to complete the gravel truck rig up. Product appears to be of equal quality and the price is more favorable. County also has a good working relationship with Hayworth and their service location in Acheson is nearby.

SUMMARY

Budget Year	Unit	Chassis	Rig up (recommended)	Total
2024 (Approved) \$365,000	Plow Truck – Sander/Gravel	\$247,282	\$143,712.95	\$390,994.95
2025 (Capital Plan) \$360,000, net of trade in price	Plow Truck – Sander/Oil	\$245,319	\$164,609.45 + \$115,435 Oil Tank	\$525,363.45
2025 (Capital Plan) \$312,000, net of trade in price	Gravel Truck – Box/Pup	\$242,476	\$123,980.00	\$366,456.00

- Public Works is also proposing the following:
 - County keeps Unit 543 (2013 International Workstar 7500) - current plow/oil truck.
 - This truck could be used to support the oiling program that takes place over several months only in the summer.
 - Limiting its use to delivering oil, which is a low impact activity, could extend the useful life of this truck for several more years.
 - This truck would be permanently mounted with the current oil tank and remain parked during the winter.
 - Dispose of the front Tenco 12' plow (Unit 544) and 2008 Swenson sand spreader (Unit 540) from Unit 543 as the truck will no longer need them.
 - Dispose of Unit 532 (2010 Peterbilt 367), Unit 532B (15' Truck Box), and Unit 532A (2011 Centreline Pup) which will be replaced by the new gravel truck and pup.
 - Dispose of Unit 533 (2013 International Workstar 7600) along with its plowing attachments, which includes a Tenco 12' front plow (Unit 536), a Tenco 9' wing plow (Unit 537), and the mounted 15' dump body (Unit 535).
 - Henderson slide in sanding unit with this unit will be re-used in the new plow truck box/sander unit.
 - Dispose of Unit 542 (1998 Volvo WC64), which is the current water truck and will be replaced by keeping Unit 543 with a permanently mounted tank.
 - This truck has reached the end of its useful life and requires extensive repairs to remain in the County fleet.
- Funding would come from Capital Reserve – PW Equipment Reserve. If Council approved Public Works recommendations the PW Equipment Reserve would have a deficit of approximately \$60,000 at the end of 2024.
 - Reserves may be overdrawn if supported by a plan to fund the deficit and Council approves.
 - Although separate reserves, the Grader and PW Equipment Reserve are often looked at together. If combined, the estimated balance at December 31, 2024 is \$800,000.
 - Planned contributions to the PW Equipment Reserve in 2025 are \$531,074 (increases 2% per annum).

STRATEGIC ALIGNMENT:

Councils review and approval of capital purchases aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	2 Municipal Infrastructure & Services
Outcome	<i>2 County has the necessary tools & information to deliver programs and services efficiently.</i>
Goal	2.1 Infrastructure & services balance County capacity with ratepayer needs.

ADMINISTRATION RECOMMENDS THAT:

Council directs Administration to complete the following actions:

1. Complete the purchase of 3 Western Star 47X SB trucks from Western Star North at a cost of \$735,077.
2. Engage Viking Cives to carry out the rig up of two plow trucks as per the provided specifications at the cost of \$308,322.40
3. Engage Wabash Manufacturing to supply and install an oil tank at the cost of \$115,435.
4. Engage Hayworth Equipment Sales to carry out the supply and rig up of the truck box and triaxle pup at the cost of \$123,980.
5. Do not include Unit 543 in the disposal list in the 2024 Capital Budget in order to utilize this truck as a permanent oil/water tank truck.
6. Following the arrival of the new gravel truck and pup, dispose of Unit 532, 532A, and 532B.
7. Following the arrival of the new plow trucks, dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.



REQUEST FOR DECISION

MARCH 5, 2024

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TO: COUNCIL

RE: CONSTRUCTION PROJECT 24-540

ISSUE:

As part of the 2024 Capital Plan, Council has approved the reconstruction of Range Road 25 (Naples Road) from Highway 18 to Township Road 605, which is 5 miles. Public Works staff have been in contact with the majority of the non-acreage landowners along this project and support is not currently high enough to move forward.

BACKGROUND:

- Council approved Project 24-540 as part of the 2024 Capital Budget in December 2023.
- Naples Road is currently an oiled road from Highway 18 to Township Road 603A (3.5 miles).
- There are 14 residences along the planned construction project (11 located on the oiled roadway).
- Current budget for Project 24-540 is \$1,078,000 which includes reconstructing 5 miles of road to a high-grade gravel road.
 - No funding has been allocated at this time to re-oiling this road following construction.
 - Approximately \$289,800 would need to be added to the budget to re-oil 3.5 miles

ANALYSIS:

- Public Works has reached out to all the landowners along the project, other than acreage owners. Of the 20 quarter sections, support for the project is as follows:
 - 8 quarter sections will not grant agreements unless the road is put back to an oiled standard.
 - 9 quarter sections will grant agreements.
 - 3 quarter sections were non-committal at this time on granting agreements.
- Of the 9 quarter sections that support the project, there are 5 that will potentially give agreements for construction material (dirt). However, landowners are only considering landscape borrows, not borrow pits (dugouts). Commitment to providing material at this point is not certain.
- In order to efficiently re-construct a roadway, material hauls should not exceed 0.5 miles. With the current potential for material agreements, this project cannot be carried out efficiently and there is likely not enough suitable material to complete the project.
- Although the road right-of-way width is 100 feet on the Naples Road, back-sloping agreements are necessary to properly construct the road and avoid trespassing. Short stretches without backslope agreements are workable, such as past acreages, but long stretches for entire quarter sections are not feasible.
- In summary, Project 24-540 is not currently feasible given the unwillingness of local property owners to sign construction agreements for a 5 mile high-grade gravel road.
- County is currently researching and developing a Service Level Prioritization Matrix to assist Council in objectively determining, using a variety of criteria, which roads qualify for oil.

- Project 24-540 was submitted and approved for MSI funding of \$1,078,000 in 2022. This project is in the MSI database and will need to be cancelled and alternative projects identified for MSI funding.
 - With MSI program ending and transitioning to LGFF, municipalities were strongly urged to fully allocate remaining MSI funding.
 - MSI funding remaining - \$1,284,490 (includes Basic Municipal Transportation grant of \$531,226)
- To replace the road reconstruction Project 24-540 in 20224, other projects that are currently in the 10-year construction plan identified in 2025 and 2026 are as follows:
 - 25-250: TWP RD 584 – 1 mile from RGE RD 40 to 41
 - 25-740: TWP RD 622A – 1 mile from RGE RD 42 to 43 (Misty Ridge East)
 - 25-741: RGE RD 44/43A/43 & TWP RD 621/622 – 2 miles (Misty Ridge Corners)
 - 25-742: TWP RD 624A – 3 miles from HWY 769 to RGE RD 40
 - 26-240: RGE RD 50 – 2 miles from TWP RD 580 to HWY 654
 - 26-440: RGE RD 54 – 1 mile from TWP RD 590 to HWY 18
 - 26-540: RGE RD 24 – 2 miles from HWY 18 to TWP RD 602
 - 26-741: RGE RD 30 – 1 mile from TWP RD 621 to HWY 661
- Cost to reconstruct a mile of road is approximately \$165,000/mile per Capital Plan or \$218,000 to \$280,000 per mile 2023 actuals.
- Public Works will need to contact landowners on the above projects to ensure road reconstruction can be completed in the most efficient and cost-effective manner as possible.
 - Construction agreements with landowners are brought to Council for final approval before the project proceeds.

STRATEGIC ALIGNMENT:

Council's review and consideration of the efficiency and cost-effectiveness of road reconstruction projects aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	2 Municipal Infrastructure & Services
Outcome	<i>2 County has the necessary tools & information to deliver programs and services efficiently.</i>
Goal	2.1 Infrastructure & services balance County capacity with ratepayer needs.

ADMINISTRATION RECOMMENDS THAT:

Council cancels road construction Project 24-540 of 5 miles of high-grade gravel road.

Council directs Public Works to reach out to landowners on the 2025 and 2026 planned projects to secure an additional 5 miles of road construction for the 2024 season.



TO: COUNCIL
RE: POLICY PW-001 SALE OF AGGREGATE

ISSUE:

Policy PW-001 Sale of Aggregate requires Council approval.

BACKGROUND:

- County recognizes that aggregate material is an essential component in road construction and maintenance and is a valuable and relatively scarce commodity within the County of Barrhead.
- February 14, 2024 – Policy Committee reviewed PW-001 Sale of Aggregate and recommended the policy be sent to Council for approval.

ANALYSIS:

- PW-001 Sale of Aggregate replaces Policy 32.27 Gravel Aggregate Sales.
- Major changes to the sale of aggregate includes:
 - Aggregate sales will be prepaid only
 - Landowner to arrange trucking as the County will no longer haul gravel; exception being for community groups, but only if the County has available resources.
 - Clarity on eligible purchaser
 - Maximum placed on annual quantities of pit run.
- Attached policy to be reviewed in detail with Council.

STRATEGIC ALIGNMENT:

Review and approval of the Sale of Aggregate Policy PW-001 aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	2 Municipal Infrastructure & Services
Outcome	<i>2 County has the necessary tools & information to deliver programs and services efficiently.</i>
Goal	2.1 Infrastructure & services balance County capacity with ratepayer needs.
PILLAR	4 Governance & Leadership
Outcome	<i>4 Council is transparent & accountable.</i>
Goal	4.1 County improves risk management.
Goal	4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council approve Policy PW-001 Sale of Aggregate
Council rescind Policy 32.27 Gravel Aggregate Sales



Policy Title: Sale of Aggregate

Policy Number: PW-001

Functional Area: Public Works

PURPOSE

To establish the process, restrictions, and conditions of sale of aggregate to the public.

POLICY STATEMENT

The County recognizes that aggregate material is an essential component in road construction and maintenance and is a valuable and relatively scarce commodity within the County of Barrhead. However, the County will offer for sale to County ratepayers small quantities of aggregate for domestic purposes such as driveway maintenance.

SCOPE

This policy applies to all aggregate sales from County of Barrhead gravel pits.

DEFINITIONS

In this policy,

- a) "Aggregate" means coarse to medium-grained particulate rock material, including sand, gravel, and crushed rock.

RESPONSIBILITIES

1. Council shall

- a. Approve this policy
- b. Approve Annual Rates & Fees Bylaw
- c. Approve any sale of aggregate materials to local governments, the provincial government and other interested parties by resolution of Council

2. CAO shall

- a. Implement and monitor this policy

3. Director of Infrastructure shall:

- a. Create a schedule of pit operation and notify the public which pit Gravel Load Out tickets are being accepted
- b. Limit sales from pits as necessary to ensure sufficient supply for County of Barrhead road maintenance operations

GUIDELINES

1. Pit Locations & Hours

- a. Aggregate sales will be offered from Fort Assiniboine, Vega, and Moosewallow gravel pits, as quantity allows, and based on which pit the County is currently operating from.
- b. Aggregate sales are offered from May 15 – September 30 each year
- c. A Gravel Load Out Ticket must be presented before materials will be loaded.

- d. Gravel Load Out Tickets will be accepted during regular pit operating hours.

2. Terms & Conditions of Sale

- a. Prepayment of aggregate is required. Purchaser will receive a Gravel Load Out Ticket which will be presented by the purchaser’s gravel hauler at the pit.
- b. Aggregate rates will be charged as per Rates & Fees Bylaw.
- c. Gravel Load Out Tickets are refundable and will expire at the end of the gravelling season.
- d. Gravel Load Out Tickets are for personal use only and may not be transferred.
- e. Loading of material will be done by County, but purchaser is responsible for arranging a tandem gravel truck or larger as required to haul material at purchaser’s expense.
- f. Sales shall only occur in bulk. A minimum of 10 yards per load is required, or 8 yards during a road ban. Pickup trucks and utility trailers will not be loaded and partial loads are not allowed.
- g. Commercial sales are prohibited.

3. Annual Quantities

The following are annual maximums per eligible purchaser:

- a. Crushed gravel – 60 yards
- b. Pit run – 200 yards
- c. Sand – no maximum

4. Eligible Purchaser

- a. Taxpayers with a residence in the County of Barrhead can purchase Gravel Load Out Tickets. For clarity, a tax roll is subject to the maximum allotments per year.
- b. Eligible taxpayers that have overdue accounts with the County are not able to purchase aggregate until all outstanding fees are paid in full.
- c. Non-profit groups operating within the County of Barrhead may purchase Gravel Load Out Tickets.
 - i. Non-profit groups may receive a reduced rate in accordance with the Rates & Fees Bylaw.
 - ii. Non-profit groups may receive hauling from the County of Barrhead if the County has available resources; rates for hauling to non-profits will be in accordance with the Rates & Fees Bylaw.
- d. Aggregate sales may occur to local governments, the provincial government and other interested parties by resolution of Council.

REVIEW CYCLE

This policy shall be reviewed every 4 years or when Administration becomes aware of legislation changes that would affect this policy.

CROSS-REFERENCE

- 1) Bylaw 6-2023 Rates & Fees Bylaw, and any amendments thereto

Effective:

Approved by:

Resolution No:

Replaces: 32.27 Gravel Aggregate Material Sales

Last Review: N/A

Next Review: 2027



TO: COUNCIL

RE: POLICY FN-005 DISPOSAL OF SURPLUS ITEMS

ISSUE:

Policy FN-005 Disposal of Surplus Items requires Council approval.

BACKGROUND:

- November 23, 2016 – Council approved Policy No. 12.36 Disposal of Surplus Items.
- February 14, 2024 – Policy Committee reviewed FN-005 Disposal of Surplus Items and recommended the policy be sent to Council for approval.

ANALYSIS:

- FN-005 Disposal of Surplus Items replaces Policy 12.36 Disposal of Surplus Items.
- Revision of the policy supported general modernization which also improves clarity and intent of the policy by adding sections such as “Policy Statement”, “Scope”, “Definitions”, “Responsibilities”, etc.
- Revision also provided:
 - Clarity on tracking, reporting of assets and proceeds
 - Clarity on method of disposal including removal of setting a reserve bid
 - Clarity on employee purchases which is the same as the general public with the exception of obsolete information technology items.
 - Clarity on decommission of obsolete information technology items and removal of any branding or identifying markings such as logos or crests.
 - Policy provides direction for proper disposal of assets or goods no longer required for use in operating the County of Barrhead.
- Attached policy to be reviewed in detail with Council.

STRATEGIC ALIGNMENT:

Review of policies by Council aligns with the County’s 2022 – 2026 Strategic Plan as follows:

PILLAR **4 Governance & Leadership**

Outcome *4 Council is transparent & accountable.*

Goal 4.1 County improves risk management.

Goal	4.2 County demonstrates open & accountable government.
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ADMINISTRATION RECOMMENDS THAT:

- Council approve Policy FN-005 Disposal of Surplus Items.
- Council rescind Policy 12.36 Disposal of Surplus Items.



Policy Title: Disposal of Surplus Items

Policy Number: FN-005

Functional Area: Finance

PURPOSE

To provide direction for the proper disposal of assets or goods no longer required for use in operating the County of Barrhead.

POLICY STATEMENT

County will dispose of surplus items in a fair and transparent manner while maximizing the return from surplus items.

SCOPE

This policy applies to all tangible capital assets and goods that do not qualify as tangible capital assets due to capitalization thresholds.

This policy excludes Tax Forfeiture properties or any assets seized under a Distress Warrant.

DEFINITIONS

In this policy,

- a) "Chief Administrative Officer" or "CAO" means the individual appointed by Council to the position of CAO or their designate
- b) "Department Head" means the most senior position within a County operating unit, which currently includes: Director of Infrastructure, Director of Corporate Services, PW Manager (Utilities), Development Officer, and Agricultural Fieldman.
- c) "Employee" means any person occupying a position in the County of Barrhead organizational grid and for purposes of this policy only, includes contractors who are working in an employee-like relationship, such as assessor, project coordinator, and any current member of Council.
- d) "Information technology item" means computing devices, peripherals, software/hardware, servers, printers, copiers, facsimile equipment, cell phones, and any other technological device capable of retaining data.
- e) "Surplus Assets" means tangible capital assets that are obsolete, no longer needed, or no longer usable, as determined by the Department Head.
- f) "Surplus Goods" means items that are not tangible capital assets, that are obsolete, no longer needed, or no longer usable, as determined by the Department Head. Surplus goods include used culverts and grader blades.
- g) "Tangible Capital Asset" means a non-financial asset that is used by the County of Barrhead, has an economic useful life greater than one year, and is not for resale in the ordinary course of operations.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Approve the disposal of any surplus tangible capital asset.

2. CAO is responsible for:

- a) Implementing this policy.
- b) Approve any alternative disposal method.

3. Department Heads shall:

- a) At least annually, review all assets and goods under its care and control to determine if any items are surplus.
- b) Ensure surplus items are disposed of according to this policy.
- c) Determine the appropriate disposal method for a surplus item.
- d) Provide Corporate Services Department with:
 - i. Date and sale price of surplus asset
 - ii. Notice to remove the surplus asset from the County's insurance policy.
 - iii. Notice to remove any surplus asset from the tangible capital asset ledger.

4. Corporate Services Department shall:

- a) Remove any surplus asset that has been disposed of from insurance policy.
- b) Remove any surplus asset from the financial records.
- c) Arrange for decommissioning of any information technology assets prior to disposal for the protection of confidential and sensitive data.
- d) Director of Corporate Services will determine the most appropriate recognition of revenue, if no related capital reserve exists.

5. Employees shall:

- a) Notify their supervisor of any assets or goods that could be considered surplus.
- b) Follow this policy.

GUIDELINES

1. Declaring an Item Surplus

Department Heads shall determine an item is surplus when the item meets any of the following criteria:

- a) It does not function in whole or in part.
- b) Repairs are too costly or not feasible.
- c) It is technologically obsolete.
- d) It is no longer used by the department.
- e) It is not needed in the foreseeable future to meet program needs or responsibilities.

2. Authority

- a) All surplus assets (tangible capital assets) require Council approval for disposal. This approval is normally completed through the annual capital budget.

- b) Department Heads shall have responsibility to authorize disposal of any surplus good in accordance with this policy.

3. Methods of Disposal

- a) For items that have a resale value, the most appropriate method of disposal will be utilized:
 - i. Trade the Surplus Asset in.
 - ii. Offer the surplus item to another department within the County of Barrhead.
 - iii. Sell the surplus item through a competitive process, such as a public auction.
 - iv. Offer the surplus item to a charitable or non-profit organization at fair market value.
 - v. Another disposal option the Department Head determines most appropriate. Where the Department Head considers another disposal option, CAO approval is required.
- b) Where the surplus item has no resale value or is broken beyond reasonable repair it will be disposed of at the Landfill, recycling station or appropriate agency.
- c) To ensure fairness and transparency, disposal of an asset by gift or sale to employees is prohibited, except for those items described in Section 6, Employee Purchase of Surplus Items.

4. Conditions of Sale

- a) All Surplus Items will be sold on an as-is, where is basis.
- b) Sale price is to be paid prior to collection of the item/s.

5. Use of Proceeds

- a) Trade-ins will be used to offset the purchase of a new asset.
- b) Proceeds from the sale of surplus items will be recorded into a related capital reserve. If there is no suitable capital reserve, the Director of Corporate Services will determine the most appropriate use of funds (operations or reserve) and advise the CAO.
 - i. Council will be advised during the annual budget process.

6. Employee Purchase of Surplus Items

Employees may only purchase surplus items through a competitive process such as an online or public auction or in the case of culverts and grader blades, in the same fashion as members of the public as outlined in section 8. Exceptions to this restriction are as follows:

- a) Information technology items become obsolete quickly and generally have low or no resale value. The County uses information technology assets until they are obsolete or near obsolete.
- b) Items such as used monitors, older laptops, and older cellphones may be offered first to the employee who used the item in performance of their job duties at a nominal value. If that employee does not want the item, the item shall be offered to Employees on a first come first served basis at a nominal value.

7. Decommissioning Surplus Items

- a) All information technology items will be properly decommissioned prior to disposal, including but not limited to erasing of the hard disk.
- b) Any County identifiable information, such as but not limited to County logos or crests, will be removed from the item before disposal.

8. Used Culverts, Grader Blades, and Other Materials

Used culverts, grader blades, and other materials will be available to the public on a first come, first served basis. Sales price will be outlined in the Rates & Fees Bylaw.

REVIEW CYCLE

This policy should be reviewed every 4 years or as Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) Policy 12.29 Tangible Capital Assets
- 2) Bylaw 6-2023 Rates & Fees Bylaw, and any amendments thereto

Effective:

Approved by:

Resolution No:

Replaces: Policy 12.36 Disposal of Surplus Items

Last Review: N/A

Next Review: 2027

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION	
Title:	Disposal of Surplus Items	Policy No: 12.36
Pages:	Page 1 of 1	

Purpose

To allow for the disposal of surplus items at a fair market value.

Procedures:

1. The Public Works Superintendent may sell
 - a) any used culverts and grader blades at the rate approved by Council from time to time, and
 - b) any other used material stored in the public works yard at a price as deemed reasonable by the Public Works Superintendent, and more specifically, this section does not allow the Public Works Superintendent to sell used machinery, equipment, or vehicles.
2. Department Heads will advise the Chief Administrative Officer of any items no longer needed by the municipality. The Council, by resolution, will declare any items that are no longer required by the municipality to be surplus items to the municipality, will authorize the disposal of the items, and will establish a reserve bid for the items if required by this policy, or at any other time if deemed necessary by Council.
3. The surplus items may be sold by any of the following methods:
 - a) tendered sale,
 - b) sale through an auction mart or company, or
 - c) sale by consignment.
4. Surplus items may be disposed of by other means, such as trade in kind, when authorized by Council.
5. Council will set a reserve bid on an individual basis for any tendered or consigned surplus item valued at over \$5,000.00.
6. When surplus items are sold by a tendered sale,
 - a) the highest or any tender must be approved by Council prior to the item being released if no reserve bid has been established, and
 - b) if the offer is higher than the reserve bid, Council will be informed of the resultant sale.
7. Council reserves the right to dispose of any surplus item to a not-for-profit organization.
8. Employees of the municipality may offer to purchase any surplus item offered for sale under the same conditions as the general public..

	<i>Dafe</i>
Approved	November 23, 2016



REQUEST FOR DECISION
MARCH 5, 2024



TO: COUNCIL

RE: BYLAW 1-2024 – RATES & FEES BYLAW

ISSUE:

Rates & Fees Bylaw 1-2024 requires approval by Council.

BACKGROUND:

- October 17, 2023 – Council approved Bylaw 6-2023, Rates & Fees Bylaw.
- March 5, 2024 – Council considered Policy PW-001, Sale of Aggregate and Policy FN-005 – Disposal of Surplus Items.

ANALYSIS:

- If Council approves Policy PW-001 and FN-005, Administration is recommending changes to Rates and Fees for Aggregate Sales, as well as updating the Rates & Fees schedule to incorporate policy numbers.
- Proposed changes to the schedule of the Rates & Fees Bylaw are as follows and included as red line edits on attached:

Category	Item	Amendment
Public Works	Crushed Gravel	Removed ", plus hauling costs" Added Related Policy Number
Public Works	Pitrun Gravel	Removed ", plus hauling costs" Added Related Policy Number
Public Works	Sand	Removed ", plus hauling costs" Added Related Policy Number
Public Works	Basic loading factor	Removed
Public Works	ADDED: Gravel discount for Community Groups	Added: "Gravel discount for Community Groups" for "Crushed gravel, Pitrun gravel, Sand, Hauling" Rate is "50% of above outlined fee"
Public Works	Used culverts, Used grader blades, Other new and used materials for sale from the Public Works department	Added Related Policy Number "FN-005"

- Passing of Rates & Fees Bylaw 1-2024 will rescind Bylaw 6-2023.
- New rates and fees will be in effect following third and final reading of Rates & Fees Bylaw 1-2024.

STRATEGIC ALIGNMENT:

PILLAR 4: GOVERNANCE & LEADERSHIP

GOAL 4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council consider 3 readings of Rates & Fees Bylaw 1-2024 as presented.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 1-2024

RATES & FEES BYLAW

(Repealing Rates & Fees Bylaw No. 6-2023)

Page 1 of 1

A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, in the Province of Alberta, to establish rates and fees for the provision of goods and services by the municipality.

WHEREAS pursuant to Section 7 of the *Municipal Government Act*, RSA 2000, c. M-26, as amended from time to time, Council has the authority to pass bylaws related to the delivery of services provided by or on behalf of the municipality; and

WHEREAS the County provides a variety of services and supplies to the public for a fee; and

WHEREAS the *Freedom of Information and Protection of Privacy (FOIP) Act*, RSA 2000, Chapter F-25, as amended from time to time, authorizes a local public body to by bylaw set any fees the local public body requires to be paid under the *FOIP Act*, which must not exceed the fees provided for in the regulations; and

WHEREAS Council may amend rates and fees from time to time;

NOW THEREFORE, the Council of the County of Barrhead No. 11, duly assembled, and under the authority of the *Municipal Government Act*, as amended, hereby enacts the following:

- 1.0** This Bylaw may be cited as “Rates & Fees Bylaw”
- 2.0** That the Schedule of Rates & Fees attached to Bylaw No. 1-2024 sets out fees for services, products, permits, and approvals provided by the County of Barrhead.
- 3.0** Bylaw No. 6-2023 is repealed following final reading of Bylaw No. 1-2024.
- 4.0** This Bylaw No. 1-2024 shall come into full force and take effect upon third and final reading.

FIRST READING GIVEN THE ____ DAY OF _____, 2024.

SECOND READING GIVEN THE ____ DAY OF _____, 2024.

THIRD READING GIVEN THE ____ DAY OF _____, 2024.

Reeve Seal

County Manager



Rates and Fees

Bylaw 1-2024
Effective: March 5, 2024

General Administration

Service:	Related Policy:	Unit:	Fee:	With GST	GST:
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E=Exempt
T=Taxable

Finance Charges:

NSF Fee		Each	\$ 35.00		E
Finance Charge on Overdue Accounts		Each	1.5% per month		E

Assessment Complaint Fees

Assessment Complaint Fee - Residential - 3 or fewer units		Per roll	\$ 50.00		E
Assessment Complaint Fee - Residential - 4 or more units		Per roll	\$ 200.00		E
Assessment Complaint Fee - Non-Residential		Per roll	\$ 200.00		E

Access to Information:

Tax Certificates	11.10-04	Per parcel	\$ 25.00		E
Assessment Information	11.10-03	Per parcel	\$ 4.76	\$ 5.00	T
Tax Notification Registration on Parcel of Land	---	Per parcel, plus any fees and charges levied by the Land Titles Office	\$ 30.00		E
Tax Notification Registration on Manufactured Home	---	Per manufactured home, plus fees and charges levied by Alberta Registry	\$ 30.00		E
Copies of Minutes	---	Per page	\$ 0.48	\$ 0.50	T
Copies of Information that is not required to be withheld or restricted	---	Per page	\$ 0.48	\$ 0.50	T
Receiving and Responding to FOIPP Requests	Initial fee (non-continuous request)	---	Each	\$ 25.00	E
	Initial fee (continuing request)	---	Each	\$ 50.00	E



Rates and Fees

Bylaw 1-2024
Effective: March 5, 2024

Searching for, locating and retrieving a record; producing copies of records; preparing and handling of records for disclosure; supervising the examination of a record; shipping records	---	As established by provincial regulations that may be amended from time to time.	---		E
Address Change at Land Titles	---	Per title	First title free, any over are \$2.00 each		E

General Services:

Photocopying Service for general public	Colour copies	12.21	Per page	\$ 0.50	\$ 0.53	T
	Black & white	12.21	Per page	\$ 0.15	\$ 0.16	T
Fax Transmittal	Public use, within North America	12.22	Per page	\$ 0.52	\$ 0.55	T
	Public use, international	12.22	Per page	\$ 2.47	\$ 2.59	T
	Municipal staff, local transmittals	12.22		No charge		T
	Municipal staff, within North America OR international	12.22		Actual cost of transmittal		T
Land Ownership Maps		---	Each	\$ 14.29	\$ 15.00	T
Wastewater Dumping Fee	Single Axle Truck	41.05	Per Load	\$ 50.00		E
	Dual or Tri-Axle Truck	41.05	Per load	\$ 65.00		E
	Loads from the Lightning Bay Condominium properties	41.05		Exempt from dumping fee		E
Municipal Campgrounds			Per night, per unserviced site	\$ 14.29	\$ 15.00	T

Planning & Development

Service:	Related Policy:	Unit:	Fee:	With GST	GST:
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E=Exempt
T=Taxable

Development:

Development Application - Permitted	61.11	Each	\$ 100.00		E
Development Application - Discretionary	61.11	Each	\$ 200.00		E
Development Application - Commercial/Industrial	61.11	Each	\$ 200.00		E
Development Application for Natural Resource Extraction	61.11	Each	\$ 1,500.00		E
Development Application for "As Built" Fee required if permit has not been applied for prior to the build	61.11	Each	2 times permit fee		E
Application for Development Permit Time Extension	61.11	Each	\$ 100.00		E

Subdivision:

Subdivision Fees	Refer to Municipal Planning Services (MPS) Fee Schedule
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Copies of Documents:

Area Structure Plan - Copy	61.11	Each	\$ 19.05	\$ 20.00	T
Land Use By-Law - Copy	61.11	Each	\$ 47.62	\$ 50.00	T
Municipal Development Plan - Copy	61.11	Each	\$ 47.62	\$ 50.00	T

Other Applications:

Land Use By-Law Amendment Application, Municipal Development Plan, Area Structure Plan, Inter-Municipal Development Plan, or any other Statutory Plan Amendment Application	61.11	Per application, plus costs including advertising, planner, engineer	\$ 500.00		E
Application for Separation of Title	MGA 652(4)	Per application	\$ 850.00	\$ 892.50	T
Application for Condominium Plan Consent	---	Per unit	\$ 50.00	\$ 52.50	T

Other Documentation:

Appraisals	61.05	Each	\$ 100.00		E
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Rates and Fees

Bylaw 1-2024
Effective March 5, 2024

Compliance Letters	---	Each, with Real Property Report	\$ 50.00		E
Encroachment Agreement	61.11	Each, plus agreement registration costs	\$ 200.00		
Development or Subdivision Appeal to Subdivision and Development Appeal Board	---	Per individual appeal	\$ 250.00		E

Rates and Fees

Public Works

Service:	Related Policy:	Unit:	Fee:	With GST	GST
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E=Exempt
T=Taxable

Gravel:

Gravel, Sand Sale Charges	Crushed Gravel	PW-001	Per cubic yard	\$15.00, plus hauling costs	\$ 15.75	T
	Pitrun Gravel	PW-001	Per cubic yard	\$6.00, plus hauling costs	\$ 6.30	T
	Sand	PW-001	Per cubic yard	\$1.50, plus hauling costs	\$ 1.58	T
Gravel Haul Rate	Basic loading factor	PW-001	Per cubic yard	\$2.00	\$ 2.10	T
	Hauling	PW-001	Per cubic yard mile	\$0.24	\$ 0.25	T
Gravel discount for Community Groups	Crushed gravel, Pitrun Gravel, Sand, Hauling	PW-001	As above	50% of above outlined fee		T

Sales and Rentals:

Equipment Rental	Equipment rental, with the exception of motor graders and grader flags	---		90% of current rates established by Alberta Road Builders & Heavy Construction Association (ARHCA)		T
	Motor Graders:	---	Per hour	\$190.48, with a minimum charge of \$47.62	\$ 200.00 (minimum charge \$50.00)	T
	Grader Flags	---	Per 15 minutes of work	\$47.62	\$50.00	T

Rates and Fees

Material Sales	Used culverts	FN-005	Each	Up to 50% of new purchase price dependent on condition of culvert, sale price to be determined by Director of Infrastructure.		T
	Used grader blades	FN-005	Per foot	\$0.25	\$0.27	T
	Other new and used materials available for sale from the Public Works Department,	FN-005	Each	Sale price to be determined by Director of Infrastructure in consultation with CAO (County Manager).		T
Private Dust Control - MG30 Application		32.12	Per lineal foot, minimum of 400 lineal feet to a maximum of 1,000 lineal feet	\$1.50 / lineal foot	\$ 1.58	T

Services:

Public Works Labour Rate	Charged out for mechanical and other work done by County of Barrhead Public Works shop personnel externally to other organizations.	---	Per hour	\$100		
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Other Rates and Fees:

Approach Inspection Fee	32.34	Each	\$285.71	\$ 300.00	T
Pipeline Crossing Requests	32.35	Each	\$285.71	\$ 300.00	T



Rates and Fees

Bylaw 1-2024
Effective March 5, 2024

Agricultural Services

Service:	Related Policy:	Unit:	Fee:	With GST	GST:
					E=Exempt T=Taxable
Sprayer Rental:					
Backpack Sprayer (3 gal)	AG-002	Per day	\$ 4.76	\$ 5.00	T
	Deposit AG-002		\$ 50.00		E
Towable Pasture Sprayer (150 gal)	AG-002	Per day	\$ 28.57	\$ 30.00	T
	Deposit AG-002		\$ 150.00		E
Towable Estate Sprayer (30 gal)	AG-002	Per day	\$ 19.05	\$ 20.00	T
	Deposit AG-002		\$ 100.00		E
Quad Mount Sprayer (15 gal)	AG-002	Per day	\$ 19.05	\$ 20.00	T
	Deposit AG-002		\$ 100.00		E
Spray Crew, includes one truck, two Pesticide Applicators and Herbicide.	---	Per hour (1 hour minimum - 15 minute increments after)	\$ 76.19	\$ 80.00	T
Seeder Rental:					
Seeder - Hand Held Belly Grinder (20 lb)	AG-002	Per day*	\$ 4.76	\$ 5.00	T
	Deposit AG-002		\$ 50.00		E
Seeder - Towable Broadcast(12 bu)	AG-002	Per day*	\$ 23.81	\$ 25.00	T
	Deposit AG-002		\$ 100.00		E
Seeder - Quad Mount (3 bu)	AG-002	Per day*	\$ 19.05	\$ 20.00	T
	Deposit AG-002		\$ 100.00		E
Pest Control:					
Magpie trap	AG-002	Per week*	\$ 9.52	\$ 10.00	T
	Deposit AG-002		\$ 100.00		E
Skunk trap	AG-002	Per week*	\$ 9.52	\$ 10.00	T
	Deposit AG-002		\$ 100.00		E
Fox trap	AG-002	Per week	\$ 9.52	\$ 10.00	T
	Deposit AG-002		\$ 100.00		E



Rates and Fees

Bylaw 1-2024
Effective March 5, 2024

Squirrel trap	AG-002	Per week*	\$ 9.52	\$ 10.00	T
	Deposit AG-002		\$ 100.00		E
RO-CON Gopher Machines (200 L)	AG-002	Per day	\$28.57, plus cost of chemicals	\$ 30.00	T
	Deposit AG-002		\$ 100.00		E
Beaver Control under the Beaver Program (or Full cost recovery for dam removal using mechanical or explosive means)	AG-001	Per week	\$250 for first week, \$150 for subsequent weeks	\$262.50 \$157.50	T

Other Equipment-Rentals:

Cattle Squeeze with Scale	AG-002	Per day	\$ 66.67	\$ 70.00	T
	Deposit AG-002		\$ 200.00		E
Tree Planter	AG-002	---	No charge		---
	Deposit AG-002		\$ 50.00		E
Grain Bag Roller	AG-002	---	No charge		---
	Deposit AG-002		\$ 200.00		E
Plastic Mulch Applicator	AG-002	---	No Charge		
	Deposit AG-002		\$ 200.00		E
Weigh Wagon	AG-002	Per day	\$ 57.14	\$ 60.00	T
	Deposit AG-002		\$ 200.00		E
Soil Probe	AG-002	---	No charge		---
	Deposit AG-002		\$ 50.00		E
Hay Probe	AG-002	---	No charge		---
	Deposit AG-002		\$ 50.00		E

Other Rental Rates:

Equipment with daily rates picked up on Friday and returned Monday (a.m)	AG-002	Weekend rate	1.5 times daily rental rate		T
Cleaning costs	AG-002	Each	\$40.00		T

Fire Department (Policies 2002-141, 2009-041)

NB: Alberta Transportation sets the Rates of Reimbursement for Fire Department Units Responding within a Provincial Right of Way. PLEASE SEE THE END OF THIS SECTION FOR THE CURRENT RATES. Alberta Transportation will reimburse for the municipality's fire department to respond within a Provincial Right of Way.

Service:	Unit:	Fee:
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Trucks and Firefighters:

2007 – Pierce 104 Foot Ladder/Platform (Tower-6)	Per hour	\$600.00
2006 Freightliner - Rosenbauer Triple Fire Pumper Truck (Engine-33)	Includes maximum of five firefighters Per hour	\$500.00
2008 Freightliner – Rosenbauer Pumper Tanker Truck (Tender-34)	When utilized for fire fighting purposes - Includes maximum of two firefighters	Per hour \$400.00
	When utilized for water tanker purposes - Includes maximum of two fire fighters	Per hour \$250.00
Command Vehicle - 2014 Dodge ¾ Ton Power Wagon (Command-2)	Includes maximum one fire fighter Per hour	\$150.00
Command Vehicle - 2019 Dodge ¾ Ton Power Wagon (Command-1)	Includes maximum one fire fighter Per hour	\$150.00
2020 Spartan - Fort Garry Pumper Truck (Engine - 37)	Included maximum of six firefighters Per hour	\$500.00
2011 Freightliner – Rosenbauer Heavy Rescue Truck (Rescue-8)	Includes maximum six fire fighters Per hour	\$400.00
2014 Kenworth Water Truck (Tender-5)	Includes maximum two fire fighters Per hour	\$300.00
2020 Chev Silverado 3500HD (Rapid Attack Truck-1)	Includes maximum four fire fighters Per hour	\$250.00



Rates and Fees

Bylaw 1-2024
Effective March 5, 2024

2012 Polaris Off Road Side by Side (Wildland-1)	Includes maximum two fire fighters	Per hour	\$150.00
Firefighter Labour Rate		Per hour, per firefighter	\$35.00

Other Equipment and Services:

Contracted Equipment and Services		At Cost
K-Size Air Bottle Fill for External Groups and Agencies	Per bottle	\$50.00
E/D Size Air Bottle Fill for External Groups and Agencies	Per bottle	\$10.00
Small Air Bottle Fill for Avalanche Packs for Groups and Agencies external to the municipality	Per bottle	\$10.00
Historical Search (Time used to look into property outstanding orders, call to or changes recommended to the property)	Per property	\$50.00
Standard Floor Dry	Each	Actual cost of product plus 10% processing fee for shipping and handling
Special Bio, or Chemical Dry	Each	Actual cost of product plus 10% processing fee for shipping and handling

Rates and Fees

Foam Class "A"	Each	Actual cost of product plus 10% processing fee for shipping and handling
Foam Class "B"	Each	Actual cost of product plus 10% processing fee for shipping and handling
Foam Class Fire Aid	Each	Actual cost of product plus 10% processing fee for shipping and handling
Administration Fee (Time used to enter data or perform tasks outside normal duties)	Per hour	\$75.00
Investigative Fee (Time used by trained members to search for cause and determination of an incident)	Per hour	\$100.00

Alberta Transportation Rates of Reimbursement for Fire Department Units Responding within a Provincial Right of Way:

Ladder and pumper trucks	<ul style="list-style-type: none"> • Includes equipment costs, labour, and all materials. • These are specialized pieces of equipment specifically designed and built to fight fires. 	Per hour	\$615.00
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Rates and Fees

Light & medium rescue vehicles	<ul style="list-style-type: none"> • Used to transport manpower & equipment not covered under the rate for ladder and pumper trucks. • Rescue vehicles must meet the equipment requirements listed in Section 4, particularly Table 4.2.2, of NFPA 1901. • Light rescue vehicles are permanently rigged and equipped to do basic rescue tasks using hand & basic extrication tools (i.e. pry bars, air chisels, bolt cutters, stabilization equipment & cribbing, hand and power saws, lighting and portable hydraulic rescue tools), and medical aid • Medium rescue vehicles carry more equipment to handle regularly occurring rescue tasks plus specialized rescue equipment for at least one rescue specialty. 	Per hour	\$615.00
Command Vehicles		Per hour	\$185.00
<p>Note: The rates are to be adjusted annually on April 1st, using the inflation formula established in the province’s highway maintenance contracts and rounded up to the nearest \$5. To date the accumulated inflation since the base year of 2015/16 has not warranted an increase in rates.</p>			

County Fire Services Department Response Fee (Policy 23.02):

<p>Fee to be charged to recover expenses and costs incurred by the County for its Fire Services Department responding to, suppressing or extinguishing, controlling or containing any fire, or hazardous material or other emergency services.</p>	<p>Actual costs incurred by the County to a maximum fee of \$3,000.00 per response with the exception of:</p> <ul style="list-style-type: none"> a) those responses where the suppressing or extinguishing, controlling or containing a fire that is burning <ul style="list-style-type: none"> i. in contravention of any provincial law, bylaw, or fire control order, or ii. at a location outside the jurisdictional boundaries of the County of <p>and in such cases the fee shall be equal to the actual costs incurred by the County for its Fire Services Department to respond to such incidents.</p>
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2024 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2024-053	Accept 2022 year-end financial reports; subject to audit adjustments & year end finalizations.	CS/CAO	2023 Year End Closed	Complete Feb 20/24
2024-046-49	Approve CPO policies PS-003, PS-008, PS-011, PS-014	CAO/EA	Policies updated in Mfiles	Complete Feb 23/24
2024-045	Rescind policies 25.01, 74.01, 74.03	CAO/EA	Policies status in Mfiles updated	Complete Feb 23/24
2024-042-44	Appointed ARB officials for CRASC	CAO/EA	ARB clerk notified of appointments	Complete Feb 21/24
2024-041	Approved community grant to Volunteer Appreciation for \$1,250	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-040	Approved one-time donation of \$1,000 for community program & resource guide	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-039	Include construction of a 2nd permanent dwelling on Ag parcels in the 1st draft of the Land Use Bylaw as presented in Option B.	DEV/CAO		Underway
2024-031	Approved RCMP annual policing priorities for County	CAO	Waiting for documents from RCMP for Reeves signature	Underway
2024-030	Approved purchase of 2024 trucks; Chev 1500 for \$61,500; Ford F-250 XLT for \$74,954; Ford F-450 XL for \$74,053	PW/EA/CAO	Letters sent to dealerships informing of decision	Complete Feb 12/24
2024-027	Approved additional funding sources for 2023 capital projects (2022-440, 2023-640 & 2023-742)	CS/CAO	Done.	Complete Feb 6/24
2024-025	Move Gravel Pit Reclamation Reserve and Landfill Reserve to interest bearing reserves.	CS/CAO	Done. Reserve to bear interest starting Jan 1, 2024	Complete Feb 6/24
2024-022,023,024,026	Approved reserve transactions & reserve report	CS/CAO	Transactions recorded and Report updated.	Complete Feb 6/24
2024-021	Denied community grant to Bhd Community Program & resource guide committee	CAO/EA	Applicant informed of decision	Complete Feb 6/24

2024-020	Approved community grant to Bhd Street Festival for \$2,500	CAO/EA	Letter and cheque sent	Complete Feb 7/24
2024-019	Approved community grant to Paddle River GC for \$2,500 to replace deck, stairs, ramp	CAO/EA	Letter and cheque sent	Complete Feb 7/24
2024-010	Approved swoop and crest decal for County Peace Officer vehicle	CAO/CPO	Design submitted	Complete Jan 16/24
2024-006	Write-off uncollectable AR account as recommended for invoice # IVC402525 in the amount of \$1,850	CS/CAO	Journal Entry completed	Complete Jan 16/24
2024-005	Forgave charges to Barrhead & District Historical Society for fire-fighting at Pioneer Church; \$3,000 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2024-004	Forgave charges to St. Aidans Community Church for fire-fighting; \$1,350 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2023-458	Supported grant application up to \$40K for SCOP	DEV/CAO	Grant application submitted	Complete Jan 10/24
2023-456	Approved agreement with Luke's Contract Hauling for the period January 1, 2024 to December 31, 2026	EA/CAO	Contract fully executed	Complete Jan 4/24
2023-372	Set Ag lease rate of \$30/acre in SE 25-61-6-W5 for a 3 year term	CAO/EA	Agreement executed; Agreement sent to tenants for signature	Complete Feb 1/24
2023-297	Execute the CRTC-approved Next Generation 911 Local Government Service Agreement as provided by Telus Communications Inc.	CAO	Service Agreement returned to Telus	*Underway
2023-296	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	Draft agreement being prepared to support discussions	Underway
2023-256	Initiate road closure process to close an undeveloped road allowance related to sand and gravel extraction activities.	CAO/DEV	Operator has been notified of the process ahead; waiting for confirmation of interest	*Underway
2023-254	Continue on current path as outlined in County Strategic Plan & Economic Development Plan; PLUS conduct research on other models in Alberta to explore options to promote Regional Tourism.	CAO/DEV	Plans being implemented, new for 2024 is "Know Your Business" - Conference & Trade Show	Underway

2023-238	Contact "Alberta Carbon Grid" to present at a future Council meeting.	CAO/EA		Not Started
2023-210	Authorized to negotiate and refine the scope of the project with Next Architecture Inc., up to a maximum of \$146,570 + GST.	CAO	Discussed w NEXT to confirm capacity	*Underway
2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Discussion with owner to confirm specifications, letter drafted; Gravel pit owner was notified verbally of County's intent; letter to follow	Underway
2023-204	Tender Unit #220, a 2018 John Deere 772GP motor grader with snow wing, before arrival of new replacement motor grader.	PW	Awaiting arrival date of new grader	*Underway
2023-098	Cost share (50:50) with TOB purchase of 2023 John Deere 755K Landfill Track Loader (\$608,000 plus GST) from Brandt Tractor Ltd. as per 2023 Waste Management Capital	FIN/PW	Invoice is being processed; Delivered Sept 25 and awaiting invoice from Town in January; Ordered	Complete Jan 16/24
2023-064	Approved Admin to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB trucks for delivery in 2024 & 2025 as per 10-yr Capital Plan; bring back final pricing to Council for final order approval	PW/CAO	Western notified of intent to purchase	*Underway
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	Underway
2022-321	Authorized signing Emerg Mgmt Mutual Aid Agreement with LSAC	CAO	Awaiting Signatures from LSAC	*Underway
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway

2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway
2017-245	Policy for Special Events	CAO/Dev	Reviewing policies from neighbouring municipalities	Underway



AAIP Rural Renewal Stream Monthly Status Report



TO DATE
February 2024 (Nov 7, 2022 - Feb 29, 2024)

EMPLOYERS		
Employers that have expressed interest	1	33
Employers enrolled	2	24 (7 active employers with open vacancies)

CANDIDATES		
Candidates that have expressed interest*	1	168
Candidates endorsed	11	88
(Current temp. foreign worker in Canada)	(11)	(48)
(International applicants)	(0)	(40)

POSITIONS		
Total positions enrolled in RRS (vacant or filled)	11	124 (28 positions currently vacant)
Positions filled through RRS	11	88
(Started working & living in community)	(9)	(46)
(Pending nomination or arrival to community)	(2)	(42)

*Number may not be fully representative of candidate interest, as the County may not hear from every interested candidate who applies to the employer directly.



Graders

- Snowplowing roads, hamlets, subdivisions, airport and winging paved roads.

Brushing

- Burning brush piles in Mystery Lake and Moosewallow areas have been completed.
- Re-piling and final burn of piles on 2023 construction project in Camp Creek area. Range Road 45 south of Township Road 613 is next to be completed.
- Mulcher unit will be put on excavator and work will begin on areas identified as problems throughout the County.

Gravel Crushing

- Surmont Sand & Gravel Ltd. has crushed a total of 200,421 tonnes at the Vega pit. Due to the depth of the pitrun seam and estimated volumes remaining, we have ended the crushing contract with Surmont.

Bridge Maintenance

- MPA Engineering is preparing the tender package for the bridge repairs required on Bridge File 70370 (SW 25-58-5-W5). Results will be brought to Council for review.

Labour

- Sign inventory and repairs, hand brushing and transfer station maintenance.

Shop

- CVIP and repairs to commercial trucks.
- All other maintenance and repairs as required.

Utilities

- A wastewater leak occurred on a private service in Neerlandia, work was carried out to locate valves and turn the service off for repairs. The repair was carried out by a contractor and the Utility Officer inspected the repair to ensure the quality.
- Utility Officer assisted a ratepayer in Manola with the repair of their water service around the water meter. New seals and fittings were provided for the meter.
- A formal inspection document was received from Alberta Environment following their January 2024 onsite inspection as previously reported to Council. All 3 Risk Assessment areas (Health, Operationing, Administrative) received a "PASS".
- All other testing and monitoring are being carried out as per normal operations.

UNPAID OIL & GAS TAX SURVEY

Member Briefing

In early 2024, the RMA requested that all members complete a survey providing an update on their unpaid oil and gas tax burden as of December 31, 2023. The survey builds on previous member input on this issue from 2019-2023.

This briefing provides an overview of survey results, and what these trends mean for rural municipalities using the most up to date data provided by all RMA members. The data collected is accurate as of December 31, 2023.

Survey Response Rate

Sixty-four member municipalities responded to the survey. This **93% response rate** speaks to the importance of this issue across the province and the accuracy of the final data collected.

Survey Results

- ♦ Rural municipalities are currently facing an overall unpaid oil and gas property tax burden of **\$251.5 million**.
- ♦ Rural municipalities are still owed **\$42.9 million** in oil and gas property taxes from the 2023 tax year alone.
- ♦ The average RMA member who completed the survey is facing an unpaid tax burden of **\$3,934,766** from the oil and gas industry.
- ♦ Seven municipalities have unpaid tax burdens **above \$10 million** from the oil and gas industry.
- ♦ Two municipalities have no unpaid tax burden from the oil and gas industry, and an additional seven municipalities have an unpaid tax burden **below \$100,000**.
- ♦ Municipalities have written off over **\$187 million in unpaid taxes** since 2015. This means that municipalities consider these taxes uncollectible, and they will never recover this lost revenue. This is a significant increase from last year, with an additional **\$50 million of taxes written off in 2023**.
- ♦ **Approximately 30% of respondents reported that the ministerial order from 2023 made positive** impacts on collecting unpaid taxes from companies, either in the form of a repayment agreement or through enhanced communication.

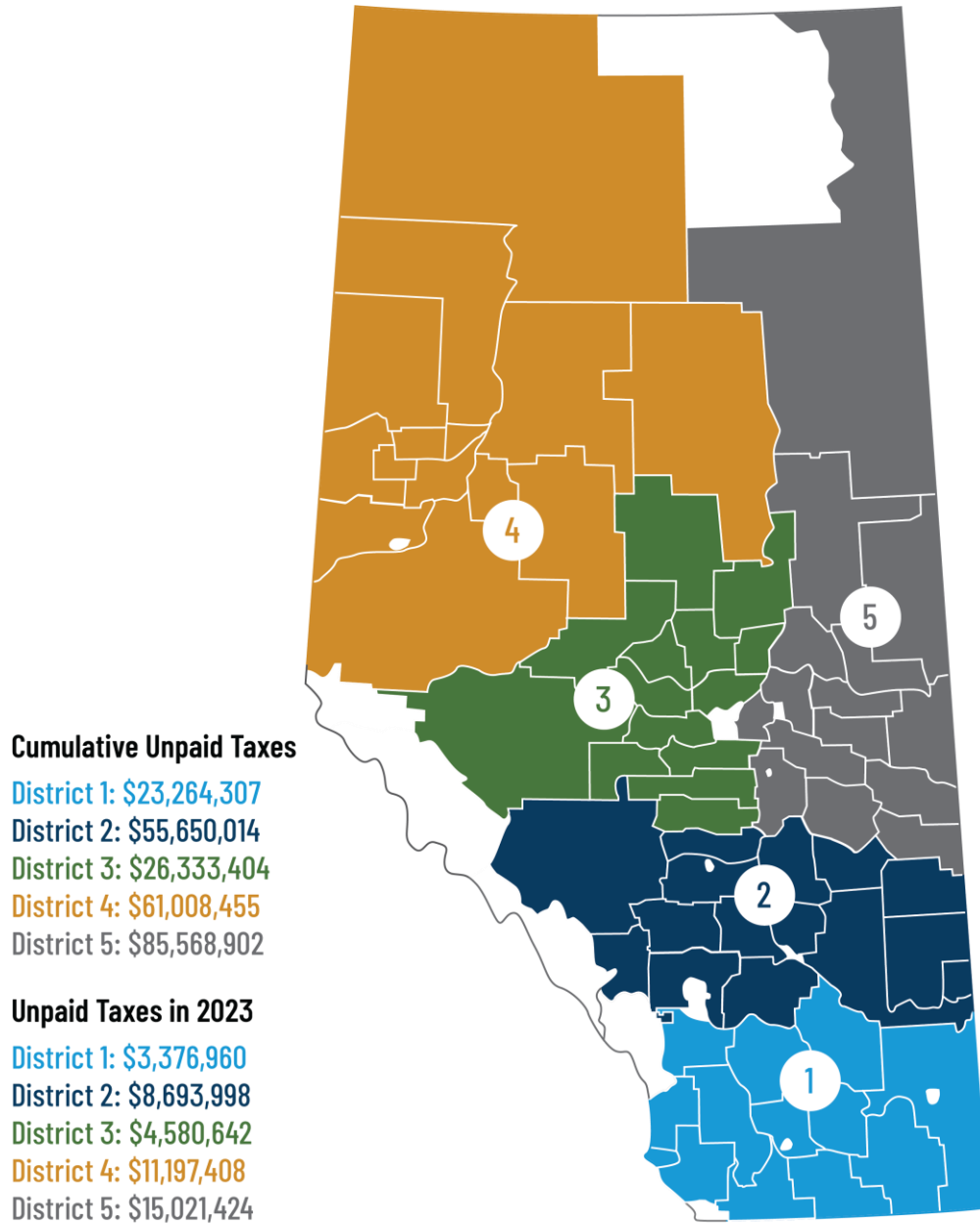
Key Analysis

- ♦ The problem is **not improving**: Despite the availability of new enforcement and recovery mechanisms,, the current amount of unpaid taxes owing from the oil and gas industry is still very similar to previous years' amounts.
- ♦ The problem is **province-wide**: Every RMA district is facing at least \$23 million in unpaid taxes.
- ♦ The problem is **driven by a hands-off regulator**: As the oil and gas industry remains stable and new well drilling rates continue to increase, the Alberta Energy Regulator has allowed a small number of poorly-managed companies to continue operating, harming the industry's reputation and creating a risk of mass bankruptcies if property tax payment requirements are enforced.

- ◆ The problem is **solvable**: 55% of unpaid taxes are owed by companies that continue to operate and simply choose not to pay taxes. The AER can make phased changes to directives which ensure only companies who pay their taxes are able to operate.

Unpaid Oil and Gas Property Taxes by District

Unlike some issues, which only impact municipalities in some regions of the province, unpaid taxes from the oil and gas industry have provincewide consequences, as shown below:

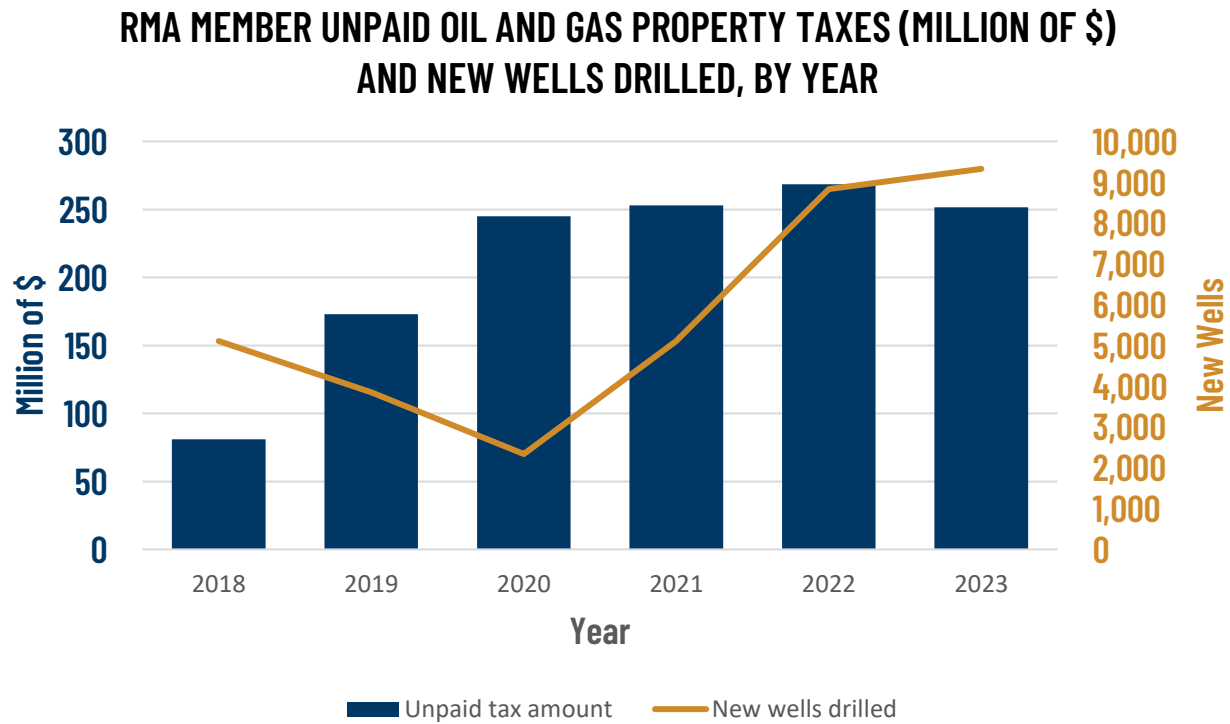


Unpaid Oil and Gas Property Taxes by the Numbers

While the overall amount of \$251.5 million in outstanding oil and gas property taxes is alarming on its own, digging into the survey data is even more compelling. The data below tells some other important stories about this ongoing crisis for rural municipalities and the lack of success on the part of industry and the Government of Alberta to address it.

As the industry experiences stability, the tax payment problem persists

In 2023, municipalities incurred \$43 million of new unpaid taxes from oil and gas companies. Despite the industry’s stable growth in recent years , unpaid taxes continue to persist. The chart below compares trends in industry growth (represented by new wells drilled each year) and cumulative unpaid tax amounts.



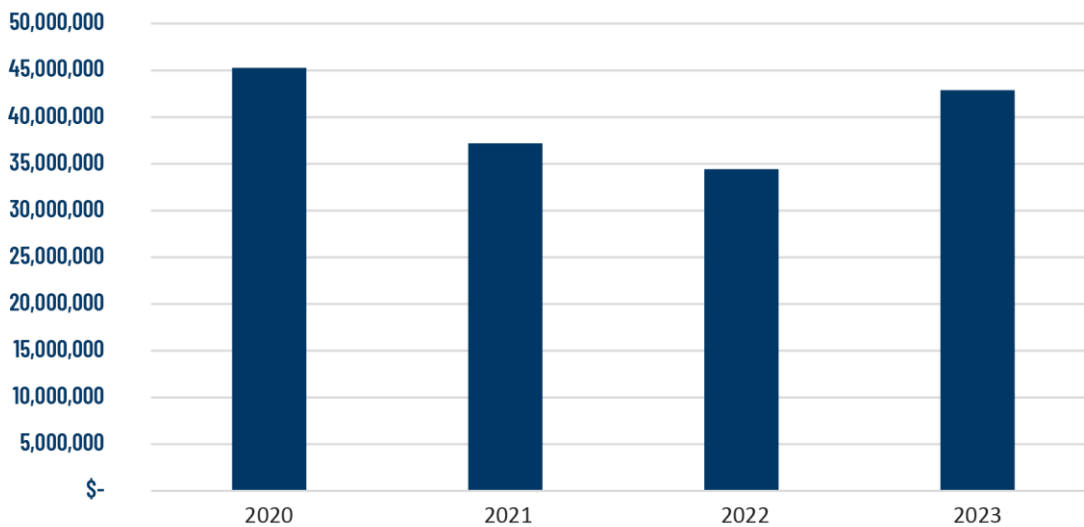
From 2018 to 2020, the rate of unpaid taxes tended to grow at an inverse rate to the number of new wells drilled in the province; as unpaid taxes increased, new wells decreased. This suggested that perhaps the unpaid tax issue was linked to the industry’s general struggles. However, this connection has disappeared. Although the number of new wells drilled did not increase dramatically this year, there was still a 5% increase in new oil and gas wells drilled as unpaid tax amounts remain stubbornly high. This suggests that non-payment is not linked to broad industry performance, but is the fault of a small number of poorly managed companies that are not in a position to grow, but rather are content with generating profits from the wells they do own while avoiding all possible costs, including property taxes.

Have the “Solutions” Been Effective?

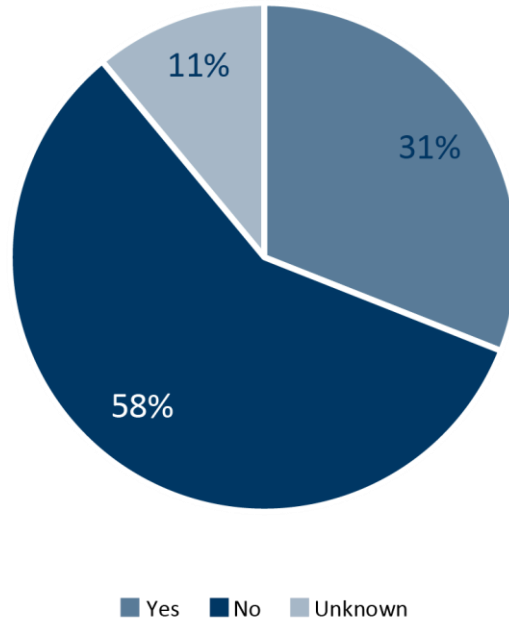
In March 2023, the Minister of Energy issued a [ministerial order](#) to the Alberta Energy Regulator with requirements to restrict any oil and gas company with collective, province wide property tax arrears above \$20,000 from receiving a new well licence or being involved with a licence transfer. This order was put into place by the AER on May 1, 2023.

This order was intended to reduce the amount of unpaid taxes in 2023 by preventing companies from acquiring or selling licenses without meeting their property tax obligations. The survey indicated that since the order was put in place, approximately 30% of municipalities reported increased industry effort in paying tax arrears. However, the amount of new unpaid taxes that municipalities incurred in 2023 (\$43 million) suggests that the ministerial order has done little to reduce newly incurred unpaid taxes. There is clearly a much larger issue with AER directives which enables companies to operate despite owing municipal taxes or having high liability issues, which rate them as effectively bankrupt.

UNPAID OIL AND GAS PROPERTY TAXES BY YEAR IN WHICH TAX WAS OWED TO RMA MEMBERS



HAS THE MINISTERIAL ORDER RESULTED IN AN INCREASE IN COMPANIES PAYING TAX ARREARS OR SEEKING PAYMENT AGREEMENTS?



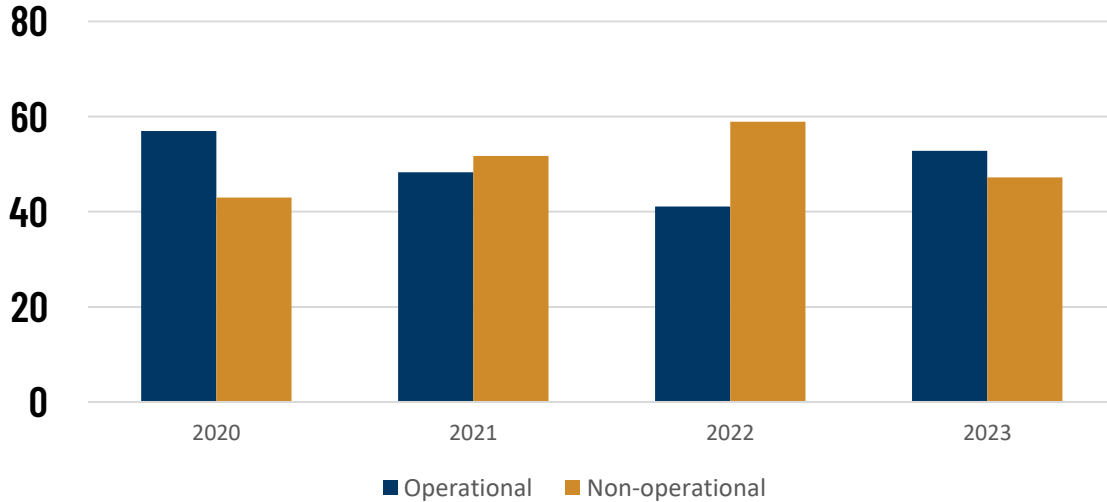
Municipal Affairs also amended the *Municipal Government Act* to clarify that municipalities [have a secured status \(a special lien\)](#) to recover unpaid taxes during bankruptcy or insolvency hearings. This tool was initiated in 2021 and RMA developed a tool kit to help municipalities use the special lien power effectively. RMA’s survey showed that in 2023, just over 10% of members were able to utilize special lien status to recover unpaid taxes.

While both the ministerial order and special lien tools were steps in the right direction, neither target the companies that are primarily responsible for the ongoing growth in unpaid taxes. While the ministerial order targets companies interested in growing and the special lien targets companies that have entered bankruptcy or insolvency, neither impacts the “zombie” companies that remain profitable but have no ability or interest in expanding. Their focus is primarily on funnelling profits out of the province and avoiding as many costs as possible, including property tax payments.

Operational companies continue to ignore their tax obligations.

The survey asked members to indicate the portion of unpaid taxes owed by companies that continue to operate and those that are non-operational, usually due to insolvency. These results show an interesting trend:

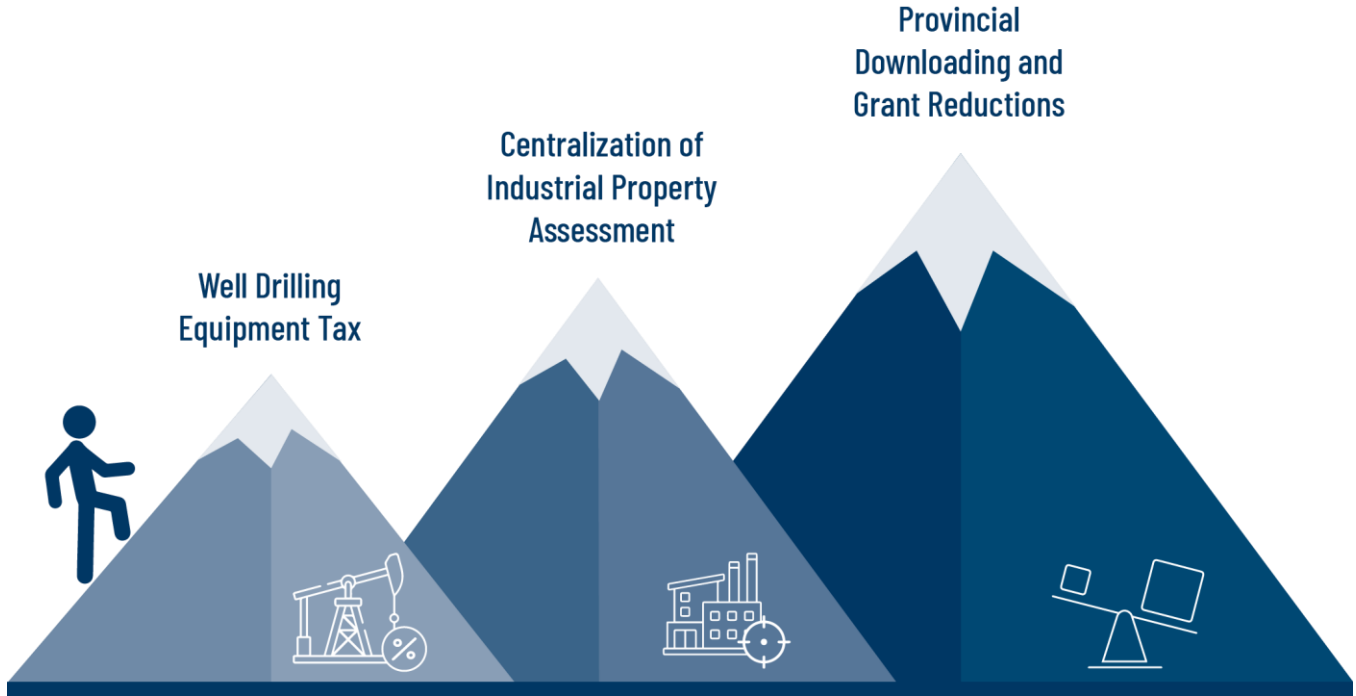
PORTION OF UNPAID TAXES OWED BY OPERATIONAL AND NON-OPERATIONAL COMPANIES, 2020 to 2022 TAX YEARS



In previous years, the portion of taxes owed by non-operational companies increased significantly in 2021 and 2022. This year, that trend has reversed, as the portion of tax arrears from operational companies has increased. This suggests that municipalities may be having more success in recovering taxes during bankruptcy or insolvency proceedings, and that the AER’s prohibition on transferring or acquiring new licenses has not been effective in addressing non-payment by operating companies. With \$43 million of new unpaid taxes owed to municipalities in 2023, and a larger portion the responsibility of companies that continue to profit from extracting a resource that belongs to all Albertans, it is clear that this issue continues to grow and companies are aware of the loopholes available to them.



Cumulative Effects of Unpaid Taxes on Municipal Revenue



While the survey results are alarming in isolation, they become even more concerning when considered in combination with other recent provincial policy changes that have downloaded more responsibilities onto municipalities.

The RMA sees industry and municipalities as partners in driving economic development, and without access to a fair and consistent revenue source, rural municipalities will, quite simply, be unable to continue to build and maintain the infrastructure that the industry relies on. Some examples of other policy decisions include the following:

Well-Drilling Equipment Tax

Following the 2020 assessment model review, the Government of Alberta implemented several measures intended to provide relief to industry as an alternative to implementing massive changes to the assessment model that would seriously harm municipal viability. Among these measures was the elimination of the Well-Drilling Equipment Tax (WDET). The WDET was intended to provide support to rural municipalities to offset sudden costs associated with new drilling and the increased use of municipal infrastructure by drilling rigs and other industrial equipment. Eliminating it was intended to stimulate new drilling activity during a time of low commodity prices.

Rural municipalities have been unable to collect WDET since 2020, resulting in an annual loss of over \$20 million. As commodity prices and drilling have increased dramatically since 2020, rural municipal infrastructure is being impacted like never before and municipalities have no revenue source available to offset new costs. RMA has continually advocated for WDET to be put back into place by the province, however it has been made clear that

this is unlikely. Infrastructure deficits continue to grow and the combined losses from WDET and unpaid taxes make it difficult for municipalities to continue to support the oil and gas industry.

Centralization of Industrial Property Assessment

Over the past several years, the Government of Alberta has gradually transitioned responsibility for assessing designated industrial properties (pipelines, wells, etc.) from individual municipalities to the provincial assessor's office. While this transition was intended to improve the consistency of assessment across the province, the process has taken much longer than expected and the Government of Alberta has been challenged in building the expertise, capacity, and processes needed to properly assess the massive amount of designated industrial properties spread across rural Alberta.

This lack of capacity has resulted in a lower quality of assessment in municipalities that have been centralized (some municipalities have not yet been transitioned to the centralized model and still conduct assessment using municipal or contracted staff). For example, centralized assessors are highly reliant on industry self-reporting, and due to work constraints for provincial staff, access a much lower portion of properties to visually confirm or audit self-reporting. While quantifying the exact impacts of centralization is extremely difficult as the technical assessment data is not publicly available, there is no doubt that in many cases, centralization has resulted in a reduction in the assessed value of properties due to self-reporting and an increasing reliance on standardized rather than site-specific assessments. In other words, while municipal assessors historically inspect a large portion of individual properties, the proportion inspected under a centralized system is much less, leading to lower assessments, lower taxes paid by industrial property owners, and lost tax revenue for municipalities.

Provincial Downloading and Grant Reductions

While the examples above are directly related to property assessment and taxation, provincial policy decisions in other areas have resulted in downloads and reduced access to revenues for rural municipalities, making unpaid taxes even more of a risk. Examples include reduced Local Government Fiscal Framework (LGFF) funding, increased municipal costs under the Police Funding Model, elimination of grants in place of taxes for seniors housing facilities, the introduction of provincial/municipal cost-sharing under the Disaster Recovery Program, and others. For example, the first year of LGFF funding is reduced 38% compared to the historical average amount available under its predecessor program, the Municipal Sustainability Initiative. Municipalities will need to make up the shortfall from new LGFF funding or face difficult choices between reducing services levels or increasing municipal taxes.

Each RMA member has, on average, \$4 million in unpaid taxes. This is not a small amount for rural communities and could be used to enhance the communities which support the oil and gas industry. **As municipalities are asked to do more with less, unpaid oil and gas taxes from delinquent companies become more detrimental to community sustainability.**

Band-Aids Don't Fix Zombies

This issue persists because none of the changes made recently has addressed the root cause of the issue: “zombie” companies that have been allowed to continue to operate despite being in poor financial condition and carrying significant unfunded environmental liabilities. RMA describes these as zombie companies because while they lack the ability to grow, their failure would introduce major public risks linked to environmental liabilities. On paper, the AER could solve this issue with a simple amendment to Directive 067 that makes property tax payment compliance a condition of operating. In actuality, doing so would push many zombie companies into insolvency and result in the abandonment of thousands of wells. As a regulator, the AER is responsible for a mountain of unpaid taxes which have been created by companies they have allowed to continue to operate despite posing an extremely high liability risk using the AER’s own metrics.

We Need a Regulator, Not a Cheerleader!

The AER’s hands-off regulatory approach has allowed hundreds of companies to operate despite indicators suggesting that they pose a high risk of failing and lack the financial resources to cover their reclamation responsibilities. The AER monitors liability through their Liability Management Rating (LMR) system. The purpose of the LMR is to monitor a company’s risk in relation to their ability to fund their abandonment, remediation and reclamation obligations. It is currently calculated as the ratio of a company’s deemed assets to its deemed liabilities. When a licensee’s LMR dips below 1.0, it has more liabilities than assets. It is only then that the licensee is required to post a security deposit with the AER to help mitigate the risks posed by the company. In reality, when a company’s LMR falls below 1.0, many are unable to pay security deposits, property taxes, or surface leases. Their singular priority is often reducing costs as much as possible and funneling profits to executives and shareholders while they are still operational. Even an LMR below 2.0 suggests that a company is operating at a high risk of not being able to meet their reclamation obligations. Unfortunately, company-specific LMR ratings are not publicly available, so it is impossible for RMA or rural municipalities to determine the LMR of companies ignoring their property tax obligations.

Despite this, it is highly likely that many of the approximately 400 companies which, [as of January 2024](#), have a LMR below 2.0, have property tax arrears and would simply enter into bankruptcy if they were required by the AER to immediately meet their property tax obligation. If these 400 “zombie” companies were to fail, thousands of wells would be abandoned and placed in the Orphan Well Association (OWA). The abandonment of so many wells at once would place significant strain on the OWA and create risks around liability management for the abandoned wells. Although the AER has maintained that their regulatory strategy aligns with the protecting the public interest, their hands-off approach to regulating poorly managed companies has created a situation in which enforcing property tax payment requirements could have major environmental and fiscal risks for municipalities and the broader public. Essentially, the AER has created a “no-win” situation (unless you own a zombie oil and gas company).

So What Now?

The AER has created a scenario in which the public interest risks of simply enforcing payment of taxes on a go-forward basis would be significant. RMA proposes the following approach to balance industry accountability for property tax payments with mitigation of abandonment risks:

1. The AER should immediately modify Directive 067 to make license eligibility dependent on being in good standing on municipal property taxes.
2. Alberta Energy should develop and require the AER to implement a phased approach to enforcement of this requirement. Companies with unpaid taxes that are in a good financial position (LMR above 2.0)

should be required to pay arrears immediately. Companies in a poor financial position must submit payment plans which the AER can enforce, that meet specific deadlines that align with their LMR and other fiscal indicators. The exact requirements and deadlines should be determined by Alberta Energy.

3. The Minister of Energy should amend the Ministerial Order to allow companies with unpaid taxes to sell assets to other companies. If unpaid taxes are tied to the assets being sold, taxes must be re-paid in full as a condition of sale. If unpaid taxes are not tied to the assets being sold, the sale proceeds must be used to re-pay unpaid taxes tied to other assets.
4. Directors and board of governors that have had governance, financial, or operational responsibilities of former companies that have been delinquent for the payment of taxes to municipalities and surface rights payments not be permitted to make application, license, or be approved to operate oil and gas facilities and pipelines in Alberta.



ALBERTA
AGRICULTURE AND IRRIGATION

*Office of the Minister
MLA, Highwood*



February 16, 2024

Doug Drozd
Reeve, County of Barrhead
5306 - 49 Street
Barrhead, AB T7N 1N5

Dear Reeve Drozd:

Thank you for your December 19, 2023 letter expressing the County of Barrhead's concerns with the eligibility requirements for the 2023 Canada-Alberta Drought Livestock Assistance (CADLA) AgriRecovery program.

Since the launch of the program, I have continued to advocate for the inclusion of additional regions impacted by severe drought and extreme heat conditions. After many conversations with the federal government and a review of new weather and soil moisture data, I am pleased to share that we are expanding CADLA eligibility to 23 new regions, including the County of Barrhead, and reopening the program for applications as of January 29, 2024. The new application deadline is February 22, 2024, and extraordinary costs can be incurred until March 31, 2024. For more information, please visit: <https://afsc.ca>.

Both the federal and provincial governments must continue to deliver the 2023 CADLA program within their existing budget authorities. Due to an already set funding envelope of \$165 million and a high volume of applications expected, eligible producers applying between January 29, 2024 and February 22, 2024 may receive prorated payments of less than the maximum \$150 per head for cattle.

An AgriRecovery program, such as CADLA, is a business risk management (BRM) program intended to respond to situations where producers face extraordinary costs following a disaster such as a severe drought. AgriRecovery responses are triggered when extraordinary costs are incurred that can not be covered under other BRM programs, such as AgriInsurance, AgriStability and AgriInvest. More information is available on these programs at: <https://afsc.ca/income-stabilization/>.

As we prepare for the upcoming 2024 growing season, I encourage all producers to explore the suite of BRM programs and insurance products available through Agriculture Financial Services Corporation (AFSC). BRM programs and insurance products continue to be the first line of defence for disaster situations such as drought. By participating in these programs, producers can gain peace of mind and be better prepared for unexpected challenges.

.../2

An example is Moisture Deficiency Insurance (MDI), which offers insurance coverage on native, improved, bush or community pasture. In 2023, MDI provided \$326.5 million to producers facing dry conditions. Over the last few years, my department has been working with AFSC to improve the program, such as including extreme temperatures. Program information is available here: <https://afsc.ca/resources/moisture-deficiency-insurance-and-moisture-deficiency-endorsement-qas/>.

I am also pleased to inform you that the Alberta government's weather station density is being increased. In 2023, four new weather stations were added in Comrey, Vernon Lake, Steveville and Red Coat. Data from increased weather station density will support future programming, such as MDI.

In addition, the Government of Alberta supported the industry during the 2023 growing season by adjusting provincial programs and services available to producers. This included doubling the Low Yield Allowance threshold and re-opening AgriStability for late participation. Reopening AgriStability until September 29, 2023, recognized the impacts of wildfires and extremely dry conditions on Alberta's producers this year.

Other programs were also available, such as the Water Pumping program, which enables producers to rent pipe and pumping equipment to fill dugouts from nearby water sources. For program details, please visit: www.alberta.ca/water-pumping-program. The Temporary Livestock Water Assistance program provides streamlined support to livestock and poultry producers affected by water shortage and drought conditions. For more details, please visit: <https://open.alberta.ca/publications/drought-support-temporary-livestock-water-assistance>.

The Alberta government recognizes farming is not just a business – it's a way of life. We understand producers are concerned about protecting their farms and livelihoods, and we are working hard to support Alberta's agriculture industry during these challenging times.

Thank you again for writing to share the concerns of the County of Barrhead.

Sincerely,

Honourable RJ Sigurdson
Minister, Agriculture and Irrigation

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

.../2

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,



Ric McIver
Minister



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113898

N2

To All Chief Elected Officials:

I am inviting your municipality to participate in the review of the *Municipal Government Act* requirements related to Intermunicipal Collaboration Frameworks (ICFs). ICFs encourage integrated and strategic planning, delivery, and funding of inter-municipal services.

Municipal Affairs welcomes your insight and feedback to ensure any future legislative changes consider the needs of municipalities. The scope of this engagement covers the following topics:

- required content of ICFs;
- ICF agreement duration;
- cost calculations;
- mediation and arbitration; and
- enforcement.

I encourage you to complete the survey and share your perspectives on these important matters. The survey is available at extranet.gov.ab.ca/opinio6//s?s=ICFReview and should take 15 to 20 minutes to complete. The survey is available until **April 12, 2024**.

Ministry staff will also be seeking input from chief administrative officers through discussion sessions to supplement the survey and focus on practical implementation considerations. The collective outcomes of the engagement will inform future legislative changes targeted for 2025.

If you have any questions about this review or the collection and use of this information, please email ma.engagement@gov.ab.ca.

Thank you for your participation.

Sincerely,

Ric McIver
Minister

cc: All Chief Administrative Officers



Regular Board Meeting Minutes

Thursday, December 21st, 2023

Present	<p>Leslie Penny – Chair Anthony Oswald – Vice Chair Albert Mast – Secretary/Treasurer Karen Gariepy – Executive Director Kay Roberts – Finance Terese Koch – Recording Secretary</p> <p>Sally Littke, Bill Lane, Paul Properzi, Tom Carroll, Dausen Kluin, Jean Loitz, Kavitha Kamalahasen, Peter Kuelken</p>	
Absent/ Regrets	<p>Bev Disterheft</p>	
	<p>1) Call to Order: The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order by Leslie Penny at 9:37 am.</p>	
23/12-01	<p>2) Acceptance of Agenda – Additions/Deletions</p> <ul style="list-style-type: none"> • Addition to appoint new members to Board committees. <p>Moved by Paul Properzi to accept the agenda as amended. Seconded by Bill Lane.</p>	Carried
	<p>3) Board Delegation/Presentation – None at this meeting.</p>	
23/12-02	<p>4) Items for Approval</p> <p>a) Moved by Albert Mast to accept the minutes of the Regular Board Meeting for Barrhead and District FCSS Society from October 19th, 2023. Seconded by Anthony Oswald.</p>	Carried
23/12-03	<p>b) Financial Statements for November 2023:</p>	Carried

	<p>Moved by Alberta Mast to accept the financial statements for the 80/20 General Account, Community Account, and Casino Account for the period ending November 30th, 2023 as presented. Seconded by Bill Lane.</p>	
23/12-04	<p>5) <u>New Business:</u></p> <p>a) New Board Members</p> <ul style="list-style-type: none"> Moved by Sally Littke to accept Peter Kuelken to the Barrhead & District FCSS Board as appointed by the Woodlands County Board. Seconded by Dausen Kluin. Peter Kuelken and Kavitah Kamalahasan are appointed to the Finance Committee. Jean Loitz is appointed to the Policy and Procedures Committee. 	Carried
23/12-05	<p>b) January Board Meeting</p> <ul style="list-style-type: none"> Moved by Anthony Oswald to cancel the January Regular Board Meeting, making the first meeting of 2024 to be February 15th, 2024. Seconded by Albert Mast. <p>c) Transportation Grant</p> <p>d) Rural Renewal Stream</p>	Carried
	<p>6) <u>Old business</u> – None at this meeting.</p>	
23/12-06	<p>7) <u>Items for Information</u></p> <p>a) Director’s Report</p> <p>b) CVITP</p> <ul style="list-style-type: none"> Moved by Anthony Oswald to accept the above items as information. Seconded by Sally Littke. 	Carried
	<p>8) <u>Board Development</u></p> <p>a) So You Want to Be a Board Member.....</p>	
	<p>9) <u>In Camera</u></p>	
	<p>10) <u>Next Meeting</u> Thursday, February 15th, 2024 – Finance committee at 9 am, regular Board meeting at 9:30.</p>	
23/12-09	<p>11) <u>Adjournment</u> Moved by Bill Lane to adjourn the meeting at 10:59 am.</p>	Carried


**Barrhead & District Family and Community Support Services Society
Regular Board Meeting of November 16th, 2023**

Leslie Penney

Chairperson

Terese Koch

Recording Secretary

	<h2>Misty Ridge Ski Hill</h2>	Date
		Jan 17, 2024
<h3>Meeting Minutes</h3>		

P

Attendance: Matthew, Daniella, Greg, Bill, Shelley, Mike, Brad, Erna

Call to Order: Matthew called the meeting to order at 7:35 pm.

Approval of Agenda: Mike approved agenda. All in favor.

Approval of Minutes: Brad approved the minutes. All in favor.

Secretary Report: Daniella has been getting lots of messages on social media about when we are going to open, or to book lessons. Board discussed pros/cons, and financial abilities to open. Shelley noted that even if we opened now (IF we had the snow), it would only be 14 days we could be open which would bring us to mid march. Brad motioned that we do not open for the 2023/2024 season as the weather is not cooperating, and budget does not allow adequate snowmaking. Seconded by Mike. All in favor.

Treasurer Report: regular account: \$69, 087.45. Casino: \$25, 066. 60. Insurance to the county was paid (\$5985.99) and C5 was also paid (\$5438.30). Shelley will write up a letter to send out to the businesses who have donated to the sign project to let them know we are not opening.

Operator's report: Greg will run the t-bar a bit to make sure the bull wheel is working, and to get some hours on it. He will pull off the tow rope as we are not opening.

Old Business:

-funds/grants: Jim and Louise cleaned up the chalet last week, and threw out the old fryers. Louise applied for the CFEP grant again on Jan 13/24. Takes 5-6 months to find out if we get it. She included the piston bully track system repairs and t-bar gear box repairs in the grant. She contacted John Gibson from Mueller lifts who gave her a quote of \$30, 000 for the purpose of the grant, which is the highest possible that repairs will be if we need more than gears. We can get the gear box to him and he can get measurements in late Feb, early March if we want to go this route. However, this means we need to take the cable and gear box down again.

-sign project: Orth Place, G3 and Fountain Tire have not paid

-snow making: not feasible this year. Still need 3" pipe or flexible hose purchased.

-snow cat: waiting for grants

New Business:

-bow wheel: still making noise. Greg needs to run it. We will try to find a spare to have so if we have a problem, we don't have to close the hill again.

-bunny hill trail: Greg got maps from the county, and the trail is in the boundaries of our lease. Danny was going to send the maps over to Mueller's for clarification

-school bookings: Only Barrhead was confirmed. Erna will contact them and let them know we aren't opening.

-employees: none were hired.

-snow making: Mike talked to the operational manager at Eastlink and he said that the snow max product and snow sticks have made a huge difference in their snow making. We will have to look into them and decide if this route is feasible for next year. They get around \$180, 000 from their county for operational costs.

-consistent funding: Matthew would like to propose to the county that we receive consistent funding annually to help with the operational costs of the hill. He will write up a proposal. Shelley to give him some numbers for costs/man hours. He will ask Louise to help as well.

Next Meeting Date: February 21, 2024 @ 7:30 pm.

Adjournment: Bill motions to adjourn at 8:20 pm. All in favor.



Misty Ridge Ski Hill

Date
Jan 17, 2024

Meeting Minutes



Delegation Request Form



Name of persons or organization requesting to appear before Council

Barrhead Community Victim Services Unit Assoc.

Council Meeting Date Requested (please provide 1st and 2nd choice)

March 5, 2024

Contact Information

Name Margaret Osborne

Address 4374 - 58 Ave., Barrhead

Email ozziemarg@hotmail.com

Phone Cell 780-305-9687

Purpose of Delegation / Presentation

Information sharing

Request for action, funds, consideration

Other (provide details)

Topic of discussion (include title and background information)

see attached sheets (2) for Councillors' packets.

Technical Requirements

Computer (for use with memory stick)

Other (what's needed?) handouts (2 sheets)

For Office Use Only

Added to Agenda Referred to:

Other Departments required to be in attendance?

In Camera? Yes No

**Talking points for meeting with County of Barrhead
Barrhead Community Victim Services Unit Association (BCVSUA)**

Margaret Osborne & Joe Zacharuk, BCVSUA Board members

- Thank yous
- Update and timelines regarding the re-design plans for victim services
 - Zonal model; EARVSS
 - Headquarters in St. Paul; Chairperson & CEO hired
 - Court Support & Navigator individual housed in Barrhead RCMP detachment
 - Grant funding extended through April 1st - September 30, 2024; point out the implications of these monies and request a contribution of \$750 for 2024 to support mileage for court and client work.
 - Plans for BCVSUA through September 2024
 - Questions



- Central Alberta District
- Eastern Alberta District
- Southern Alberta District
- Western Alberta District
- Other Police

Alberta RCMP Detachment Boundaries
District Boundaries
 Criminal Operations - Alberta RCMP
 Map Scale: 1:3,100,000
 File Name: Alberta RCMP Division Maps
 Layout: Division Map with Districts P11x17



County of Barrhead No. 11 Council ^R

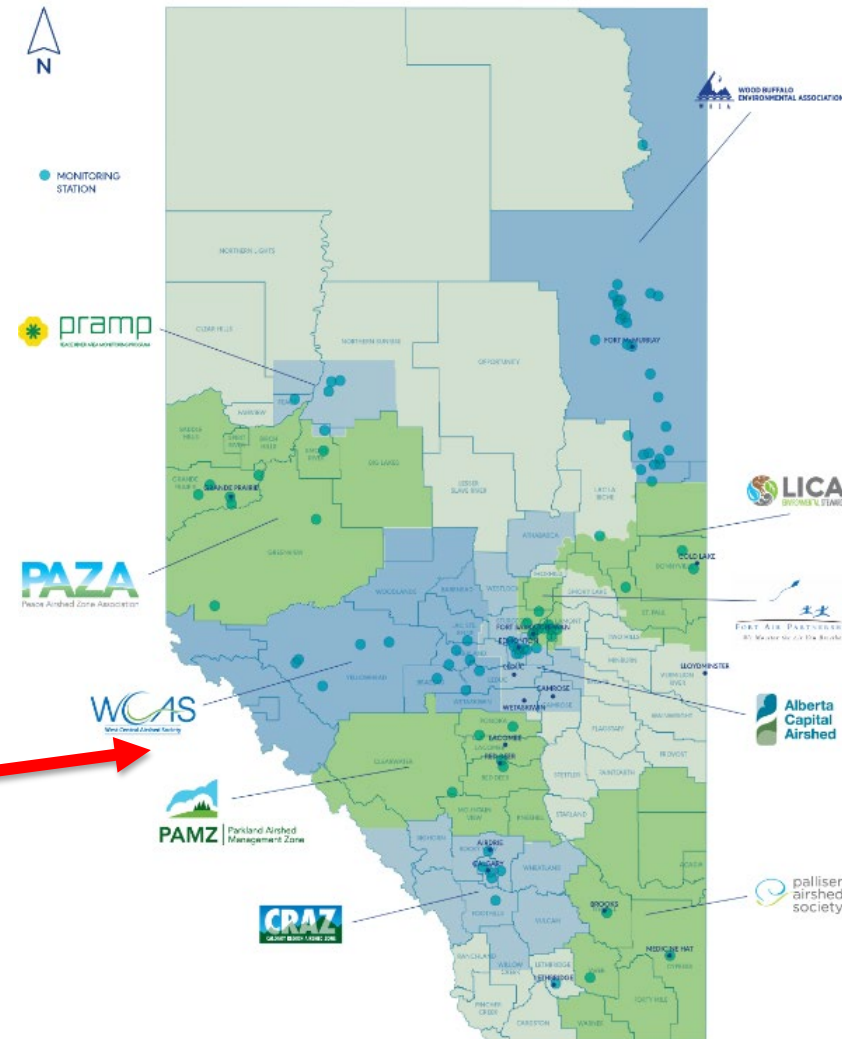
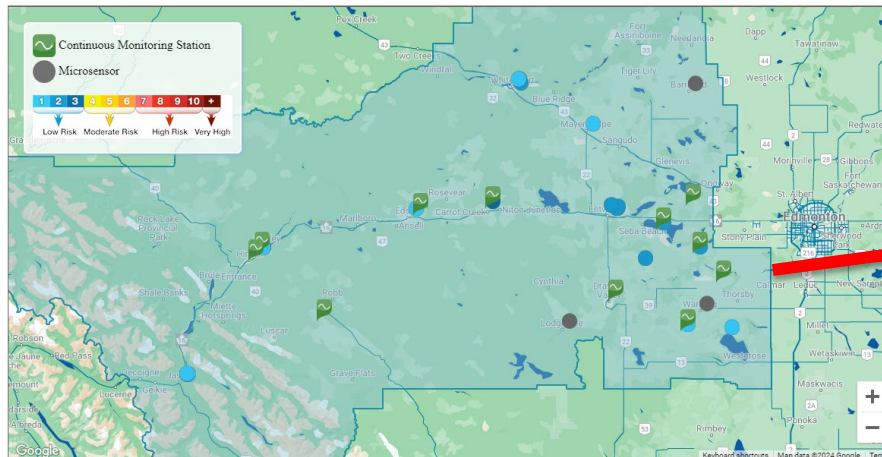
January 16, 2024

Gary Redmond, Executive Director
Yvonne Barker, Engagement Coordinator
Salina Fairbank, Engagement Coordinator

WCAS
West Central Airshed Society

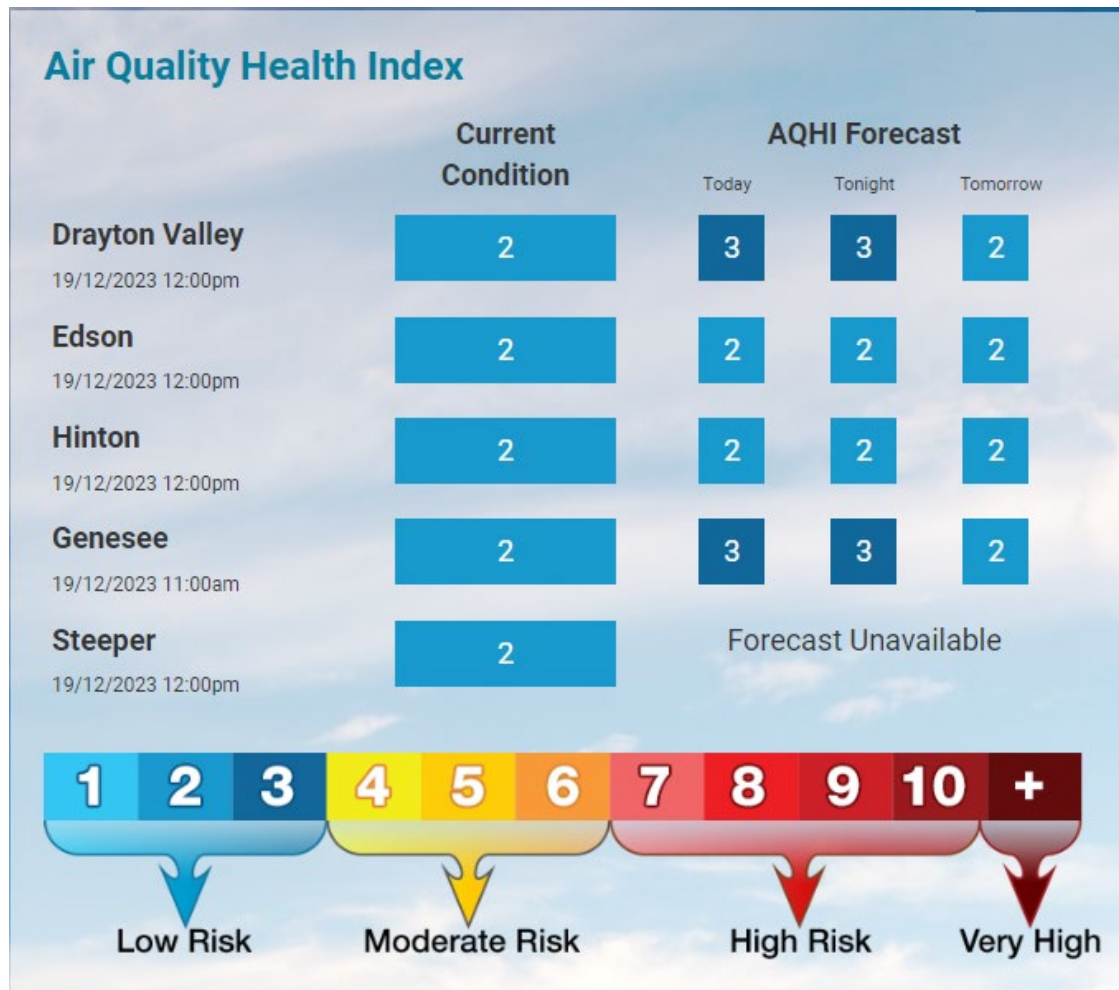
West Central Airshed Society

- One of 10 not-for-profit Alberta Airsheds
- Independent, multi-stakeholder membership, responsible for monitoring ambient (outdoor) air quality
- Airsheds have 93 stations across Alberta
- WCAS monitoring network
 - 11 Permanent stations
 - 2 Portable stations
 - Multiple micro-sensor locations



West Central Airshed Society

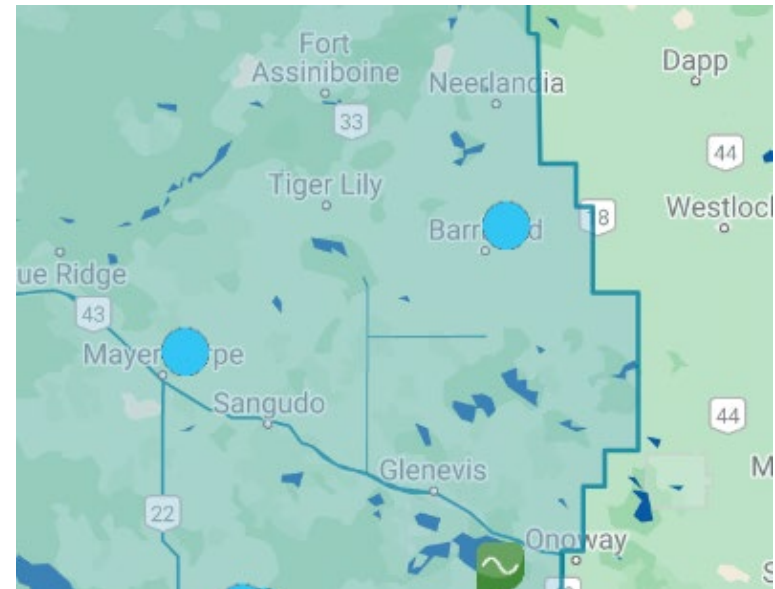
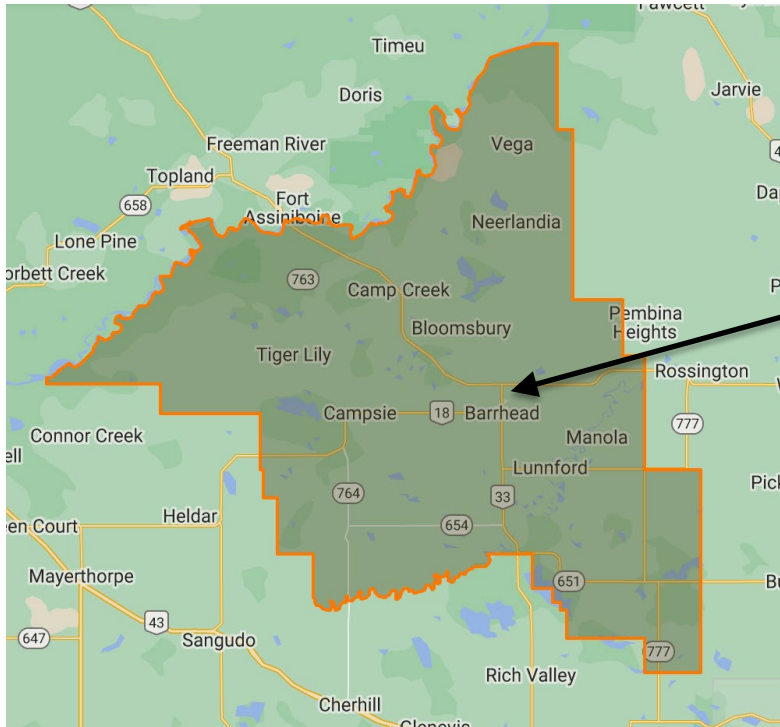
www.wcas.ca



The Air Quality Health Index, or AQHI, is a scale that shows the health risks associated with outdoor air quality. It provides a number and related health risk category to help you understand the potential impacts of air pollution on your health.



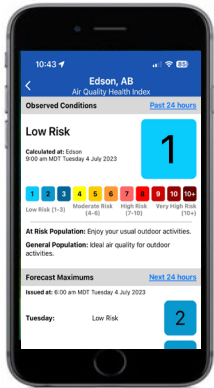
Air Quality Monitoring – County of Barrhead No.11



Barrhead - Ecole Barrhead Elementary School Particulate Matter Sensor

- Monitors for PM_{2.5} (greatest concern of wildfire smoke) + temperature and relative humidity
- Low cost
- Real-time data is available at wcas.ca

County of Barrhead No. 11 does not currently have AQHI



- Ozone - O_3
- Fine Particulate Matter - $PM_{2.5}$
- Nitrogen Dioxide - NO_2
- Sulphur Dioxide - SO_2
- Total Reduced Sulphur - TRS



County of Barrhead No.11 does not currently have AQHI

Continuous Air Quality Monitoring Stations are costly

- Air monitoring is regulated by Alberta Air Monitoring Directive
- ~\$350,000 to build new station
- > \$60,000/year to operate
- Additional costs for data management/analysis, equipment replacement, site maintenance, etc.
- Airshed stations in Alberta are paid for by:
 - Large industrial emitters
 - Alberta EPA (populated areas without emitters)

Airsheds are exploring new approaches

- Smaller, low-cost sensors
- Alberta EPA's Leduc pilot project
- Satellite data
- Sharing costs with local hosts

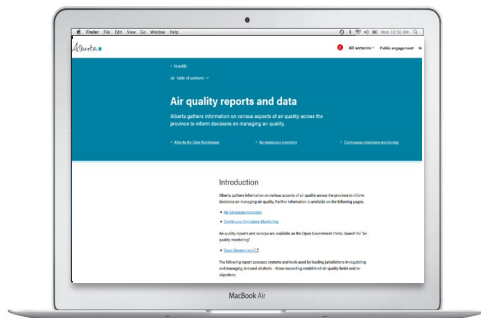


Public Info / Data

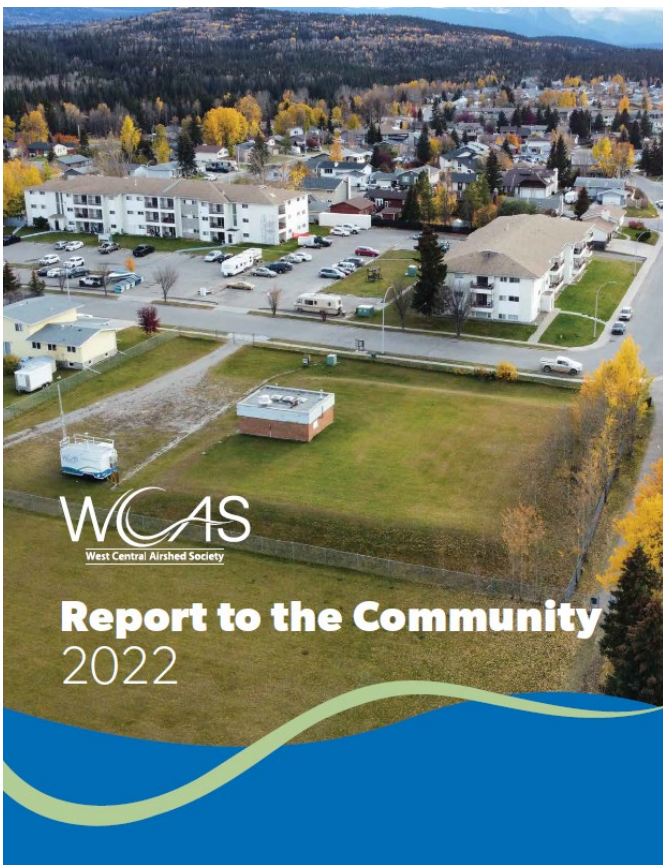
1. Live data – wcas.ca
2. Historical data – AEPA Data Warehouse
3. Social Media
4. Annual Report to the Community



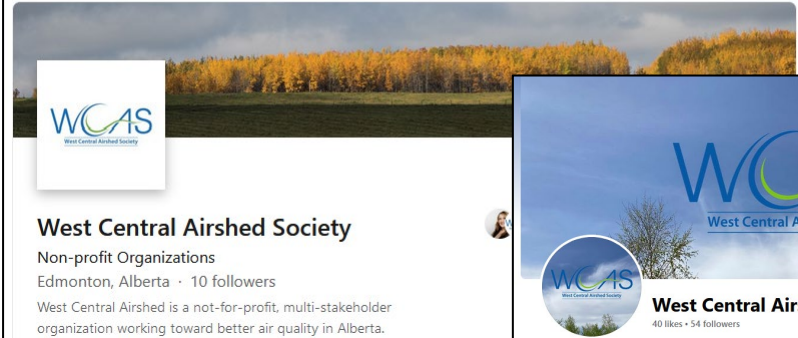
www.wcas.ca



airdata.alberta.ca



LinkedIn



facebook



Partnership Opportunities – County of Barrhead No. 11 & WCAS

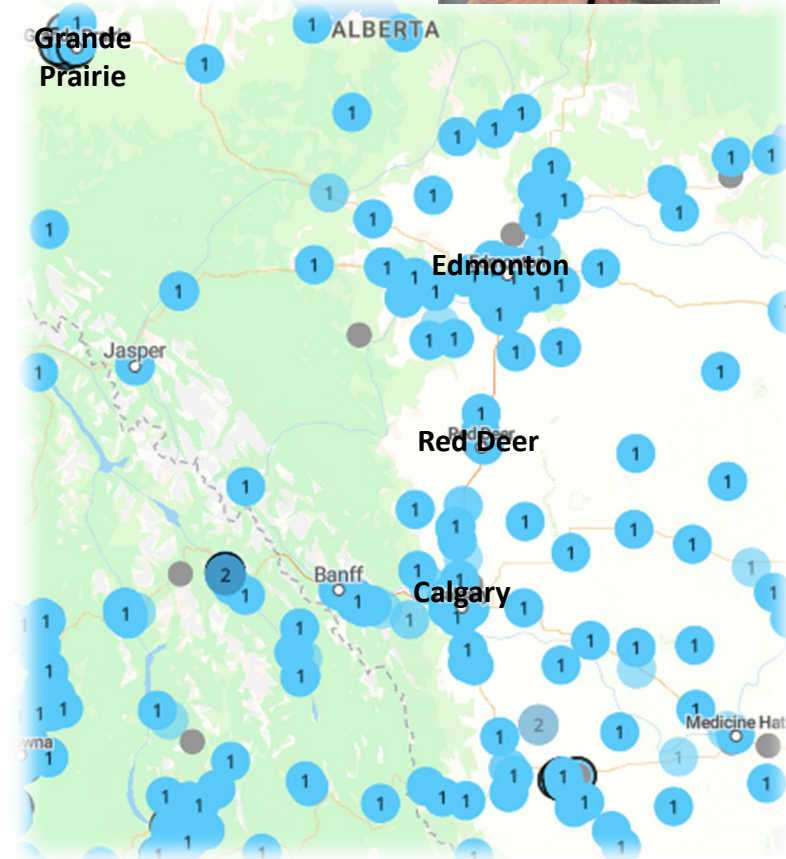
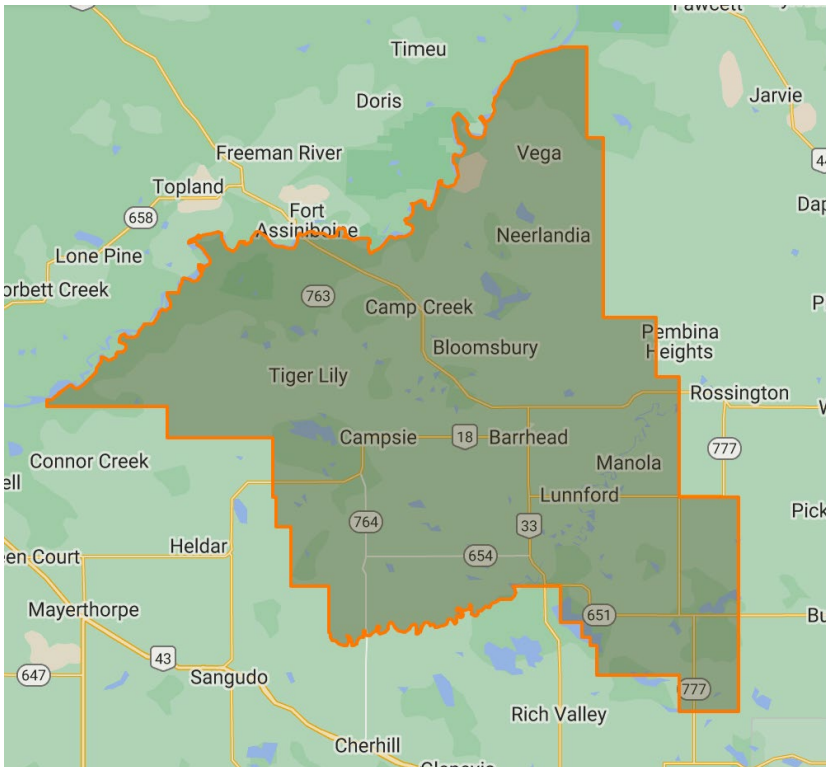
1. Sensor Monitoring

WCAS is looking to add 2 microsensors distributed across the County (in partnership with ECCC – no cost to the County)

These sensors monitor for:

- $PM_{2.5}$ (greatest concern of wildfire smoke)
- Temperature and relative humidity

Real time data is available at wcas.ca



Partnership Opportunities – County of Barrhead No.11 & WCAS

2. Membership

- All stakeholders are invited to be members of WCAS/Airsheds.
- Industry pay based on their annual air emissions.
- Cost for municipalities to join WCAS as a member is **\$1500/year**
- Other municipal members include Brazeau County, Woodlands County, Yellowhead County, Lac Ste. Anne County and several towns (Edson, Hinton, Jasper, etc.)

WCAS supports its municipal members with air data analysis for planning, response to issues, awareness/outreach on air quality, etc.



MUNICIPAL MEMBERS

Our urban and rural municipalities are valued partners and participate as WCAS members voluntarily.

Benefits of WCAS Membership

- Support for effective public engagement on air quality and odour issues
- Cost effective solutions for meeting environmental responsibilities
- Access to air quality expertise, especially important for municipalities with limited resources
- Consistent messaging to all residents in the region regarding air quality
- An important connection between air quality and land use planning
- Forum to work with other stakeholders and neighbouring municipalities on air quality issues
- Another connection with regulatory and legislative bodies





THANK YOU FOR THIS OPPORTUNITY
ANY QUESTIONS?

WCAS
West Central Airshed Society



Barrhead Regional Fire Services Fire Chief's Quarterly Report 2023 - 4th Quarter

2023 - 4th Quarter Fire Services Incidents

Incident Type	Data	COUNTY			COUNTY Total 2023	COUNTY Total 2022	TOWN			TOWN Total	TOTALS	Q3 Totals 2022
		OCT	NOV	DEC			OCT	NOV	DEC			
ALARMS RINGING	Number of Incidents	3	4	2	9	7	5	4	7	16	25	28
	Time Total	2hr 24min	2hr 11min	26min	5hr 1min	5hr 1min	1hr 31min	58min	2hr 48 min	5hr 17min	10hr 18min	15hr 48min
AMBULANCE ASSIST	Number of Incidents	6	5	3	14	13	12	11	21	44	58	47
	Time Total	6hr 35min	5hr 47min	3hr 11min	15hr 33min	16hr 47 min	8hr 22min	5hr 40min	12hr 48min	26hr 50min	42hr 23min	35hr 10min
FIRE RESPONSE	Number of Incidents		2	3	5	7	1	1	2	4	9	9
	Time Total		5hr 33min	5hr 57min	11hr 30min	30hr 19min	3hr 46min	1hr 28min	2hr 16min	7hr 30min	19hr	33 hr 53min
GRASS/ WILDLAND	Number of Incidents	1	1	4	6	2	1		3	4	10	4
	Time Total	1hr 1min	4hr 9min	4hr 17min	9hr 27min	4hr 4min	29min		1hr 18min	1hr 47min	11hr 14min	5hr 8min
OTHER	Number of Incidents					3	1	1	2	4	4	8
	Time Total					2hr 53min	40min	51min	1hr 6min	2hr 37min	2hr 37min	6hr 33min
RESCUE	Number of Incidents			1	1		1			1	2	
	Time Total			1hr 35min	1hr 35min		16min			16min	1hr 51min	
HAZARDOUS MATERIALS	Number of Incidents											1
	Time Total											15min
Total Count	Number of Incidents	10	12	13	35	32	21	17	35	73	108	97
		10hr	17hr 40min	14hr 26min	43hr 6min	59hr 4min	15hr 4min	8hr 57min	20hr 16min	44hr 17min	87hr 23min	96hr 47min
Q# 4 GRAND TOTAL Incidents											121	106
MOTOR VEH COLLISION (Alberta Transportation)	Number of Incidents	5	2	4	11	7						
	Time Total	7hr 5min	3hr 3min	7hr 30min	17hr 38min	13hr 10min						
MUTUAL AID Neighbours (Non-Billed)	Number of Incidents											
	Time Total											
MUTUAL AID Provincial or M.A. (Billed)	Number of Incidents	2			2							
	Time Total	8hr 53min			8hr 53min							



**Barrhead Regional Fire Services
Fire Chief's Yearly Report
2023**

2023 - Fire Services Incidents

Incident Type	Data	COUNTY												COUNTY Total	TOWN												TOWN Total	TOTALS	
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC			
ALARMS RINGING	Number of Incidents	2	1	1	7	15	1	3	2	5	3	4	2	46	4	7	11	4	5	6	5	6	7	6	5	4	7	71	117
	Time Total	46min	1hr 44min	2hr 20min	8hr 40min	17hr 13min	57min	1hr 26min	30min	4hr 44min	2hr 24min	2hr 11min	26min	43hr 21min	3hr 1min	1hr 29min	3hr 36min	42min	2hr 35min	43min	1hr 16min	2hr 11min	2hr 51min	1hr 31min	58min	2hr 48min	23hr 41min	67hr 1min	
AMBULANCE ASSIST	Number of Incidents	4	2	3	2	3	2	5	5	6	6	5	3	46	14	16	13	18	15	13	18	14	9	12	11	21	174	220	
	Time Total	5hr 8min	2hr 11min	4hr 2min	2hr 25min	3hr 35min	2hr 49min	6hr 56min	4hr 45min	8hr 47min	6hr 35min	5hr 47min	3hr 11min	56hr 11min	10hr 25min	9hr 10min	7hr 39min	10hr 17min	10hr 30min	8hr 11min	9hr 30min	7hr 51min	3hr 32min	8hr 22min	5hr 40min	103hr 55min	160hr 6min		
FIRE RESPONSE	Number of Incidents	1			2	2	2	2	1	1	2	3	16	16		1	1	2	4	1		1	2	1	1	2	16	32	
	Time Total	1hr 3min			15hr 47min	3hr 12min	4hr 22min	5hr 8min	2hr 23min	3hr 20min		5hr 33min	5hr 57min	46hr 45min		1hr 5min	41min	2hr 17min	2hr 10min	28min		1hr	2hr 17min	3hr 46min	1hr 28min	17hr 28min	63hr 9min		
GRASS/ WILDLAND	Number of Incidents				19	8	3	3	1	1	1	4	40	40												3	4	44	
	Time Total				104hr 50min	27hr 38min	10hr 4min	24hr 39min		50min	1hr 1min	4hr 9min	4hr 17min	177hr 28min									29min		1hr 18min	1hr 47min	179hr 15min		
OTHER	Number of Incidents			1		2	1	3	3	1			11	11	1			1	1	1	2	2	1	1	2	12	23		
	Time Total			2hr 23min		1hr 17min	1hr 52min	3hr 38min	5hr 53min	1hr 15min			16hr 18min	18min	18min			53min	27min	1hr 2min	1hr 5min	26min		40min	51min	6hr 48min	22hr 6min		
RESCUE	Number of Incidents												1	1											1	1	2		
	Time Total												1hr 35min	1hr 35min										16min		16min	1hr 51min		
HAZARDOUS MATERIALS	Number of Incidents																												
	Time Total																												
Total Count	Number of Incidents	7	3	5	30	30	9	16	11	14	10	12	13	160	19	24	25	25	25	21	25	24	17	21	17	35	278	438	
	Time Total	6hr 57min	3hr 55min	8hr 45min	131hr 42min	52hr 55min	20hr 4min	41hr 47min	13hr 31min	18hr 56min	10hr	17hr 40min	14hr 26min	341hr 38min	13hr 44min	11hr 44min	11hr 56min	14hr 9min	15hr 42min	10hr 24min	11hr 51min	11hr 28min	8hr 40min	15hr 4min	8hr 57min	20hr 16min	153hr 55min	495hr 33min	
																GRAND TOTAL Incidents													483
MOTOR VEH COLLISION (Alberta Transportation)	Number of Incidents	3	1		1	3	3	2	1	5	5	2	4	30															
	Time Total	2hr 37min	1hr		26min	4hr 6min	8hr 42min	3hr 20min	5hr 3min	10hr 42min	7hr 5min	3hr 3min	7hr 30min	53hr 34min															
MUTUAL AID Neighbours (Non-Billed)	Number of Incidents				1	1		1		1			4	4															
	Time Total				4hr 28min	15hr 3min		1hr 30min		3hr 21min			24hr 22min	24hr 22min															
MUTUAL AID Provincial or M.A. (Billed)	Number of Incidents			1		3	2	1	1	1	2		11	11															
	Time Total			3min		Provincial Deployments	1hr 21min	Yellowknife	52min	High Level			n/a	n/a															