1.0 Call to Order by County Manager

2.0 Approval of Agenda

3.0 Chief Elected Official - Reeve and Oath of Office
Appointment of Reeve

4.0 Deputy Chief Elected Official - Deputy Reeve and Oath of Office
Appointment of Deputy Reeve

5.0 Council Appointments – Committees, Boards, Commissions

Schedule A

5.1 Agricultural Service Board

5.2 Agricultural Service Board Chairman

5.3 Athabasca Watershed Council

5.4 Barrhead & Area Regional Crime Coalition

5.5 Barrhead & District Agricultural Society

5.6 Barrhead & District Family & Community Support Services Society (FCSS)

5.7 Barrhead & District Social Housing Association

5.8 Barrhead Attraction & Retention Committee

5.9 Barrhead District Seed Cleaning Co-op Ltd.

5.10 Barrhead Fire Services Committee

5.11 Barrhead Regional Airport Committee

5.12 Barrhead Regional Landfill Committee

5.13 Barrhead Regional Water Commission

5.14 Community Futures Yellowhead East Corporation

5.15 Economic & Community Development Committee

5.16 Emergency Advisory Committee

5.17 ICF Committee – Town of Barrhead

5.18 ICF Committee – Woodlands County

5.19 ICF Committee – Westlock County

5.20 Library – Barrhead Library Board (Intermunicipal Library Board with Town of Barrhead)

5.21 Library - Yellowhead Regional Library Board

5.22 Misty Ridge Ski Club

5.23 Municipal Planning Commission

5.24 Policy Review Committee

5.25 Barrhead & District Twinning Committee

5.26 Barrhead & District Historical Society

6.0 ACTION ITEMS:

6.1 RESPECTFUL WORKPLACE POLICY HR-003

Administration recommends that Council review and receive Respectful Workplace Policy HR-003 for information.

Schedule B

6.2 REAFFIRM HEALTH & SAFETY POLICY AD-001

Administration recommends that Council reaffirms the Health & Safety Policy AD-001 as presented.

Schedule C

6.3 ESTABLISH DATES AND TIMES OF 2027 REGULAR COUNCIL MEETINGS

Administration recommends that:

- Council consider cancelling January 19, 2027, regularly scheduled Council meeting due to conflict with ASB Convention.
- Council cancel March 16 and November 2, 2027, regularly scheduled Council meetings due to conflict with the RMA Conventions in 2027.
- Council consider cancelling a regular Council meeting during the summer of 2027 based on previous practice, with August 3, 2027, suggested by Administration.

Schedule D

6.4 Destruction of Ballots

7.0 ADJOURNMENT

ORG-A

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
(Council Organizational Meeting - October 20, 2026 – 9:00 a.m.)
(Section 192, MGA, RSA 2000) **as at Oct 6, 2026**

		2026/2027	2025/2026
1.	**Chief Elected Officer - Reeve** • Section 150(2) ***Municipal Government Act (MGA)***. RSA 2000 Council is required to appoint a Reeve from among the Councillors. Done annually.	•	• Munck
2.	**Deputy Chief Elected Officer - Deputy Reeve** • Section 152(1) ***MGA***, RSA 2000 Council is required to appoint a Councillor as Deputy Reeve. • Council Resolution (October 21, 2014) set the term of Deputy Reeve to 1 year.	•	• Preugschas
3.	**Agricultural Service Board** • Section 3(1) ***Agricultural Service Board Act,*** RSA 2000 Council established an ASB. • **Bylaw 6-2019** requires that a <u>maximum of 3 Members of Council & 4 Public Members</u> from the County who are familiar with agricultural concerns and issues be appointed to the ASB by resolution of Council. • Under the *ASB Act*, duties of the Board are: (a) act as an advisory body and assist the Council and the Minister of Agriculture; (b) advise on and help organize and direct weed and pest control and soil and water conservation programs; (c) assist in control of animal disease under the *Animal Health Act*; (d) promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer, and (e) promote and develop agricultural policies to meet the needs of the County. • ASB meets in the morning on the 2nd Tuesday of each month. • Supported by County staff *(Agricultural Fieldman, Admin clerk)*	1. 2. 3. <u>Admin Support:</u> <u>Members at Large</u> 4. 5. 6. 7.	1. Jespersen 2. Preugschas 3. Chapman <u>Admin Support:</u> Don & Sheryl/Pam <u>Members at Large</u> 4. G. Huisman 5. M. Gentry-Burton 6. V. Ehrenholz 7. C. Prodaniuk *(Exp.12/31/2026)*
4.	**Agricultural Service Board – Chairman & Vice Chairman** • Section 3(2) ***Agricultural Service Board Act***, RSA 2000 legislates that Council is to determine the Chair & Vice-Chair of the ASB. • **Bylaw No. 6-2019** directs that the Chairman shall be appointed annually by resolution of Council. Vice-Chair shall be elected annually by the Board, at the 1st meeting of the Board following the Organizational Meeting of Council.	<u>Chairman</u> • <u>Vice Chair</u> •	<u>Chairman</u> • Jespersen <u>Vice Chair</u> • G. Huisman
5.	**Agricultural Pests Appeal Committee** • Section 14 of the ***Agricultural Pests Act***, RSA 2000 requires that Council establish, <u>at the beginning of each calendar year</u>, a committee to hear and determine appeals under Section 14 of the *Agricultural Pests Act*, RSA 2000. • **Policy No. 62.17** directs that the Committee shall be comprised of <u>5 Public Members</u>, to be appointed by resolution of Council as soon as practical <u>at the beginning of each calendar year</u>, for a term to expire at the end of that calendar year. • Supported by County staff *(Agricultural Fieldman, CAO)*	<u>Members</u> 1. 2. 3. 4. 5. *(Exp. 12/ 31/2027)* <u>Admin Support:</u> Don, Deb	<u>Members</u> 1. V. Ehrenholz 2. B. Geis 3. J. Greilach 4. R. Mueller 5. J. Kalmbach (Exp. 12/31/2026) <u>Admin Support:</u> Don, Deb
6.	**ALUS Partnership Advisory Committee (PAC)** • ALUS is a program that provides support to farmers and ranchers to create/restore/enhance and manage and maintain ecosystem services on marginal or sensitive agricultural land. • Program is guided by PAC and is producer driven • Appoint 1 ASB member from each municipality and 1 member-at-large (producer – 2-year term) • MOU (Nov 2021) between ALUS Canada and 3 municipalities (County of Barrhead, Westlock County, Athabasca County)	<u>ASB Member</u> • <u>Member at Large</u> • *(Exp. 12/31/2027)*	<u>ASB Member</u> • Jespersen <u>Member at Large</u> • N. Quedenbaum *(Exp. 12/31/2027)*

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
(Council Organizational Meeting - October 20, 2026 – 9:00 a.m.)
(Section 192, MGA, RSA 2000) **as at Oct 6, 2026**

		2026/2027	2025/2026
7.	**Assessment Review Boards** – Refer to CRASC (Capital Region Assessment Services Commission) Agreement 2025 to December 31, 2027 ***MGA*, Part 11, Division 1** Establishment & Function of ARB • Supported by County staff *(Tax & Utilities Clerk, Assessor)*		Admin Support: Moira, Doug
8.	**Athabasca Watershed Council** • County's representative attends general meetings of AWC • Registered not-for-profit organization formed in 2009. Opportunity to collaborate with multiple stakeholders. • County has staff representation on the Technical Committee of AWC.	• Alternate • Admin Support:	• Crisler Alternate • Munck Admin Support: Lisa
9.	**Barrhead & Area Regional Crime Coalition (BARCC)** • 1 Member from each - County of Barrhead, Town of Barrhead, Woodlands County, Barrhead RCMP Detachment & BDRCWA • Members appointed annually by respective Council and *may* appoint an alternate • Generally, 8-10 meetings per year; 3rd Thursday from 11:00 – noon • Supported by County staff *(Communications & Special Projects Coordinator, CPO)*	• Alternate • Admin Support:	• Crisler (Town - Kluin) Alternate • Ellwein Admin Support: Adam & CPO
10.	**Barrhead & District Agricultural Society** • Council, in previous years, has appointed 1 Council Member & 1 Alternate Council Member. • Regular meetings are held in the evening, 4th Tuesday of each month. • County rates are paid to attend regular monthly meetings. • Volunteer hours may be requested by the organization (not paid)	• *Alternate* •	• Ellwein *Alternate* • Crisler
11.	**Barrhead & District Family & Community Support Services Society (FCSS)** • Society Bylaws - Council ***may*** appoint a maximum of 2 Members of Council to the FCSS Society Executive Board. • County & Town fund FCSS through a qualifying 80:20 provincial grant plus additional community program funding and utility expenses. • Regular Board meetings are held at 9:30 a.m. on 3rd Thursday of each month. • If appointed to Finance Committee, it meets at 9:00 am prior to regular board meeting. • Meetings may conflict with CFYE meetings. • County rates are paid to attend Board meetings. • Volunteer hours may be requested by the organization (not paid)	• •	• Jespersen • Preugschas Under Review
12.	**Barrhead & District Social Housing Association (BDSHA_** • **Ministerial Order No. H:011/2003** – Effective June 30, 2003 (Amending Ministerial Order No. H:056/95) Effective March 1, 1995 • BDSHA annually requisitions the County (2026 = $237,421) • County, as a member of *BDSHA*, is required to appoint 1 Member of Council to the Association's governing board. • *BDSHA* meetings were historically held on the 3rd Wednesday of each month for a half day, commencing at 11:00 am but have been variable • *BDSHA* meeting compensation and mileage amounts are paid to the County, and the County rates are paid to the County Council representative.	•	• Bergsma
13.	**Barrhead Attraction & Retention Committee** • Formed in 2018 to build a sustainable system for medical professionals' attraction and retention in the community • Committee requested a representative from the County • Monthly (generally 2nd Tuesday; 4:00 pm) or at the call of the chair • County rates are paid to attend regular meetings. • Volunteer hours may be requested by the organization (not paid)	•	• Preugschas

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
(Council Organizational Meeting - October 20, 2026 – 9:00 a.m.)
(Section 192, MGA, RSA 2000) **as at Oct 6, 2026**

		2026/2027	2025/2026
14.	**Barrhead District Seed Cleaning Co-op Ltd.** • Pursuant to the **Articles of Incorporation** Council has appointed 2 Members of Council who are **bona fide farmers** as Directors. • Meetings are held 8:00 am, 3rd Wednesday of each month with the meeting at harvest normally cancelled. • Seed Cleaning Co-op meeting compensation and mileage amounts are paid to the County and the County rates are paid to the County Council representative.	• •	• Jespersen • Crisler
15.	**Barrhead Regional Fire Services Committee** • **Barrhead Regional Fire Services Agreement** renewed April 22, 2022 (expires April 2027) between Town of Barrhead and County of Barrhead for providing regional fire protection services to the municipalities requires 2 Members of Council & 1 Public Member to be appointed from each of the Town and the County. • County rates are paid to both elected and non-elected members appointed by the County. • Includes the Barrhead Emergency Response Centre Building • Meetings are expected quarterly or at the call of the chair (recently has been annual); held over the lunch hour • Supported by County staff *(CAO, Director Corporate Services)*	Elected: • • Non-Elected: • *(Exp. 12/31/2027)* • Town – *(Exp. 12/31/2027)* *Alternate* • Admin Support	Elected: • Ellwein • Chapman (Town – Smith, Sawatzky) Non-Elected: • Ivan Kusal *(Exp. 12/31/2026)* • Town – Ross Pentney *Alternate* • Bergsma Admin Support Deb &/or Bryanna
16.	**Barrhead (Regional) Johnson Airport Committee** • **Bylaw No. 2-2012** requires appointments of a maximum of 2 Members of Council from each of the County and Town of Barrhead; and a maximum of 2 Public Members who are leaseholders of a hangar plot at the Barrhead Johnson Airport. • Term of appointment is set for 1 year. • Meetings are typically evening meetings and at the call of chair (at a minimum annually) • Supported by County staff *(Communications & Special Projects Coordinator, PW)*	• (County) • (County) • (Town) • (Town) Public Members to Dec 31, 2027 • • Admin Support	• Munck (County) • Crisler (County) • Kluin (Town) • Botros (Town) Public Members to Dec 31, 2026 • W. Evans • P. Stupniski Admin Support Adam & Ken/Travis
17.	**Barrhead Regional Landfill Committee** • **Bylaw No. 3-94** between Town of Barrhead and County of Barrhead requires 2 Council Members, OR non-Council members (Administration) to be appointed to work with the appointed representation from the Town of Barrhead to maintain, control and manage the Regional Waste Management Facility located in Part SW 3-60-4-W5. • Meetings are held 2-3 times per year (recent has been annual); held over the lunch hour • Supported by County staff *(CAO, Director Infrastructure, Director Corporate Services)*	• • Admin Support	• Jespersen • Chapman (Town - Fylyshtan) Admin Support Deb &/or Ken/Travis, Bryanna

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
(Council Organizational Meeting - October 20, 2026 – 9:00 a.m.)
(Section 192, MGA, RSA 2000) **as at Oct 6, 2026**

		2026/2027	2025/2026
18.	**Barrhead Regional Water Commission (BRWC)** • **Province of Alberta Order in Council #295/2011**, dated July 13, 2011, created **Barrhead Regional Water Commission Regulation #295/2011** which established the regional services commission. • Municipal members of BRWC are County of Barrhead and Town of Barrhead. • BRWC Bylaw #20 requires the <u>appointment of 2 Council Members</u> from each of the County and the Town to serve as Directors. • Recently revised Bylaw #20 added that each member MAY consider the appointment of an Alternate Director • BRWC shall appoint Directors at Large each year at the organizational meeting of the Commission. Names of individuals <u>may</u> be submitted by Member's Municipality prior to the Commission's annual organizational meeting. • County rates are paid to Council representatives. BRWC pays non-elected representatives at rates established by the Commission. • Generally, meets quarterly or at the call of the chair • County provides financial services to the BRWC • Supported by County administrative staff *(CAO, Director Corporate Services, Public Works Manager/Director of Infrastructure)*	<u>Directors</u> 1. 2. 3. (Town) 4. (Town) <u>Directors At Large:</u> 5. 6. <u>Admin Support</u>	<u>Directors</u> 1. Munck 2. Chapman 3. Smith (Town) 4. Oswald (Town) <u>Directors At Large:</u> 5. I. Kusal 6. C. Bruns <u>Admin Support</u> Bryanna (BRWC Finances); CAO &/or Travis/Ken <u>Alt</u>. Bergsma (County) Fylyshtan (Town)
19.	**Community Futures Yellowhead East Corporation (CFYE)** • **Article of Association, 2015** requires each member to <u>appoint 1 designate & 1 alternate</u> to serve on the Board of Directors. • Maximum term is 8 years. • Vision is to promote and assist in the economic development, diversification and stabilization of the Yellowhead East region. • Meetings are monthly commencing at 1 p.m., on the 3rd Thursday in Whitecourt. • Meetings may conflict with Barrhead & District FCSS meetings *(will not be an ongoing issue).* • CFYE meeting compensation and mileage amounts are paid to the County and the County rates are paid to the County Council representative.	• *<u>Alternate</u>* •	• Bergsma *<u>Alternate</u>* • Preugschas
20.	**Economic & Community Development Committee** • **Bylaw No. 4-2026** requires <u>appointment of 3 Members of Council & 2-4 Public Members</u>. • 2 yr appointment of all members • Chair elected by members (it is recommended that chair is an elected official) • Supported by County staff *(Director Rural Development, Communications & Special Projects Coordinator, P&D Clerk)*	• • • <u>Non-Elected</u> • • • • <u>Admin Support</u>	• Munck • Preugschas • Bergsma <u>Non-Elected</u> • S. DeVries • T. Enman • R. Wierenga • J. Kalmbach *(Exp. 12/31/2027)* <u>Admin Support</u> Dawn, Adam, Tara
21.	**Emergency Advisory Committee (EAC)** • **Bylaw No. 2-2022** automatically appoints all Members of Council to this committee. • No annual appointments are necessary. • Supported by County staff *(CAO as DEM, CPO)*	All Members of Council appointed by Bylaw No. 2-2022 <u>Admin Support</u> Deb	

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
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		2026/2027	2025/2026
22.	**Intermunicipal Collaboration Framework (ICF) Committees**		
	• Bylaw 1-2020 - **Town of Barrhead** – 2 elected officials + 1 alternate *(2026 Town – Smith, Sawatzky, Alt. Kluin)*	• • •	Munck Chapman Crisler (Alternate)
	• Bylaw 3-2020 – **Woodlands County** – 3 elected officials *(2026 Woodlands – Kusch, Deane, St. Martin)*	• • •	Bergsma Preugschas Ellwein
	• Bylaw 5-2020 - **Sturgeon County** – 3 elected officials *(2026 Sturgeon – Non appointed* *(**Sturgeon has advised that they will be contemplating repealing their Bylaw – continue to engage informally only; no ICF)*	REPEALED	Munck Bergsma Preugschas
	• Bylaw 3-2021 - **Lac Ste Anne County** – 2 elected officials *(2026 LSA – not posted)*	REPEALED	Munck Jespersen
	• Bylaw 4-2021 - **Westlock County** – 2 elected officials *(2026 Westlock – not posted)*	• •	Ellwein Bergsma
	Supported by County staff *(CAO and other staff as required)*	<u>Admin Support</u> Deb	<u>Admin Support</u> Deb
23.	**Library – Barrhead Library Board** • **Bylaw 3-2012** authorizes County to enter into an agreement with Town of Barrhead to establish an Intermunicipal Library Board, known as the Barrhead Library Board. • Agreement includes management and operation of the Barrhead Public Library & Neerlandia Public Library be delegated to the Barrhead Library Board. • Minister of Municipal Affairs, 2012 established the Barrhead Library Board under Section 12.2(3) of the ***Libraries Act*.** • Requires appointment of 1 Member of Council from each of the County and the Town, and 7 Public Members. • Public Members, 1 must be from Neerlandia Library Society, are <u>recommended by the Board & ratified by each municipality</u> for a term of 3 yrs • Board normally meets monthly on 3rd Tuesday (except for July & August) commencing at 5:00 p.m. for approximately 2 hours. • County rates are paid to County Council representative to attend regular and committee meetings. • Historically, Council Member appointed to the Barrhead Library Board is also appointed to the Yellowhead Regional Library (YRL) Board. • *Libraries Act* does not allow appointment of alternates on municipal library board	• <u>Members at Large</u> 1 P. Noble (Exp 12/31/2028) 2 M. Krikke (Neerlandia Library Society) (Exp 12/31/2028) 3 J. Kusal (Exp 12/31/2028) 4 D. Rowe (Exp 12/31/2028) 5 D. Clarke (Exp 12/31/2027) 6 7	• Chapman <u>Members at Large</u> 1 P. Noble (Exp 12/31/2028) 2 M. Krikke (Neerlandia Library Society) (Exp 12/31/2028) 3 J. Kusal (Exp 12/31/2028) 4 D. Rowe (Exp 12/31/2028) 5 D. Clarke (Exp 12/31/2027) 6 M. Ouellette (Exp 12/31/2026) 7 C. Ticher (Exp 12/31/2026)
24.	**Library - Yellowhead Regional Library (YRL) Board** • **Resolution of Council February 7, 2012** authorized membership in the Master Membership Agreement for Yellowhead Regional Library established under the ***Libraries Act*.** • Requires <u>appointment of 1 Member of Council</u> with <u>consideration for appointment of 1 Member of Council as an Alternate</u> *(in 2022 Council determined that an alternate would not be appointed as it would be difficult to attend and vote on matters without having a greater understanding)* • Board of Directors meets quarterly during the day; meetings held in Spruce Grove • County rates are paid to the County Council representative.	• <u>*Alternate*</u> •	• Chapman <u>*Alternate*</u> • Bergsma

Practice has been that the Council representative for this Committee be the same representative as appointed to the Barrhead Library Board (above).

COUNCIL APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS
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		2026/2027	2025/2026
25.	**Misty Ridge Ski Club** • **Agreement (March 26, 2026)** between Misty Ridge Ski Club & County for operation of ski club on County owned/leased property. • Requires appointment of 1 Member of Council, 1 alternate • Meetings are held 2-3 times per year in the evening. • County rates are paid to the Council representative to attend regular meetings. • Volunteer hours may be requested by the organization (not paid) • Supported by County staff *(CAO/Executive Assistant, PW)*	• *Alternate* • Admin Support	• Bergsma *Alternate* • Munck Admin Support Deb/Pam, Ken/Travis
26.	**Municipal Planning Commission (MPC)** • **Bylaw No. 22-95** requires the appointment of 7 Members of Council. • No annual appointments are required to be made by Council. • Supported by County staff *(Development Officer)*	All Members of Council appointed by Bylaw No. 22-95 Admin Support Layne	
27.	**Policy Review Committee** • **Bylaw No. 4-2013** requires the appointment of 3 Members of Council and consideration to appoint 1 Member of Council as an Alternate • To review policies as required and make recommendations to Council. • Meets quarterly or at call of chair • Supported by County Staff *(CAO)*	• • • *Alternate* • Admin Support Deb	• Munck • Bergsma • Preugschas *Alternate* • Jespersen Admin Support Deb
28.	**Subdivision & Development Appeal Board** **(Intermunicipal Appeal Board with Town of Mayerthorpe)** • **Bylaw No. 1-2015** requires the appointment of eleven (11) members as follows: • Appointed by County of Barrhead No. 11: • 6 Non-Elected • Appointed by Town of Mayerthorpe: • 4 Non-Elected and 1 Elected • SDAB Clerk is an external contracted position that provides service as needed under the bylaw • Supported by County staff *(Development Officer; MPS)*	RURAL • Vacant • H. Ehrenholz • J. Kalmbach • K. Vanderzyl • T. Krisher-Kyle • I. Kusal *(Exp. 12/31/2029)* Admin Support	RURAL Vacant • H. Ehrenholz • J. Kalmbach • K. Vanderzyl • T. Krisher-Kyle • I. Kusal *(Exp. 12/31/2029)* Admin Support Layne/MPS
29.	**Barrhead & District Twinning Committee** • Invitation from Town of Barrhead requesting appointment of 1 Member of Council from each of the Town, County, Chamber of Commerce, Pembina Hills Regional Division and 3 Public Members. • Meetings are held at the call of the Chair. • County rates are paid to the County Council representative. • Volunteer hours may be requested by the organization (not paid)	• *Alternate* •	• Preugschas *Alternate* • Munck
30.	**Barrhead & District Historical Society** • Request from Society to appoint 1 Member of Council (new for 2026) • Volunteer hours may be requested by the organization (not paid)	•	• Preugschas
31.	**Weed Control Appeal Panel** • ***Weed Control Act*****,** RSA 2000 requires Council to establish, at least annually, an independent appeal panel to determine appeals of inspector's notices, local authority's notices and debt recovery notices. • **Policy No. 62.16** requires the appointment of 5 Public Members. • County rates are paid. • Supported by County staff *(Agricultural Fieldman, CAO)*	Members • • • • • Admin Support:	Members • V. Ehrenholz • B. Geis • J. Greilach • R. Mueller • J. Kalmbach

ORG-B

REQUEST FOR DECISION

OCTOBER 20, 2026

TO: COUNCIL

RE: RESPECTFUL WORKPLACE POLICY HR-003

ISSUE:

County has a Respectful Workplace Policy derived from the *Alberta Human Rights Act* and *Alberta OH&S* which is provided to Council for information.

BACKGROUND:

- October 1, 2021 - CAO approved a Respectful Workplace Policy for staff to address the requirements of the *OH&S Act* and align with the *Alberta Human Rights Act*.
    - Prior to approval, policy was reviewed by the Joint Workplace Health & Safety Committee (JWHSC), shared with staff to obtain input and cross-referenced to ensure compliance with legislation.
- Council reviews the Respectful Workplace Policy annually and accepts for information.
    - October 28, 2025 - last reviewed by Council

ANALYSIS:

- Policy is intended to prevent harassment, violence and bullying in the workplace and to inform employees of their rights and obligations to achieve a respectful workplace.
- Policy also outlines the procedures for reporting and investigating complaints.
- Policy highlights the County's obligations as an employer under the *Alberta Human Rights Act* and *Alberta OH&S Act*.
    - As an employer the County is committed to a respectful workplace that is free of harassment, violence and bullying and where all employees are treated fairly, understand the expectations of workplace behavior, including their rights and responsibilities.
- Policy to be reviewed and updated based on any comments from Health & Safety Program Review under the Certificate of Recognition (COR) audit currently underway with expected completion in November 2026.

STRATEGIC ALIGNMENT:

Council's annual review of the Respectful Workplace Policy aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	**4 Governance & Leadership**
Outcome	*4 Council is transparent & accountable.*
Goal	4.1 County improves risk management.

ADMINISTRATION RECOMMENDS THAT:

Council review and receive Respectful Workplace Policy HR-003 for information.

POLICY

Policy Title: Respectful Workplace

Policy Number: HR - 003 **Functional Area:** Human Resources

PURPOSE

To prevent harassment, violence and bullying in the workplace and to inform employees of their rights and obligations to achieve a respectful workplace.

This policy also establishes and communicates the procedures for reporting and investigating complaints.

POLICY STATEMENT

County recognizes and respects its obligations under the *Alberta Human Rights Act* and the *Alberta Occupational Health & Safety Act, Regulations* and *Code* and therefore is committed to a respectful workplace that is free of harassment, violence and bullying and where all employees are treated fairly, understand the expectations of workplace behaviour, including their rights and responsibilities.

County will not tolerate any form of harassment, violence, bullying or discrimination within the work-environment or during the course of work-related business or work-related social events. All reported incidents of harassment will be investigated, and corrective action will be taken to address incidents.

SCOPE

This policy applies to the following individuals:

- All County employees
- County elected officials
- Committee members appointed by County Council
- Contractors hired by the County
- General public, visitors, guests, volunteers accessing County property or services

This policy also applies to all facilities, workplaces, social media, work-related social gatherings or while representing the County or participating in any County related business.

DEFINITIONS

a) **"Abuse of Authority"** means when an individual uses authority unreasonably to interfere with an employee or the employee's job.

- This form of harassment includes humiliation, intimidation, threats, and coercion.
- This form of harassment excludes normal managerial activities, such as counseling, performance appraisals, and discipline, if these are not done in a discriminatory manner.

b) **"Bullying"** means the tendency of individuals or groups to use repetitive and persistent aggressive or unreasonable behaviour against a co-worker or subordinate. Workplace bullying can include, but is not limited to, such tactics as teasing, taunting, threatening, psychological abuse, physical abuse and humiliation.

c) **"Complainant"** means a person who makes a complaint to their Supervisor or the CAO when they believe they have been subjected to harassment, violence or bullying.

d) **"Discrimination"** means the unjust or prejudicial treatment of different categories of people based on the protected grounds under the *Alberta Human Rights Act* which includes race, color, ancestry, place of origin, religious beliefs, gender, gender identity, gender expression, age, physical disability, mental disability, marital status, family status, source of income, and sexual orientation.

e) **"Harassment"** means any single or repeated incident of objectionable or unwelcome conduct, comment, bullying, or action by a person that the person knows or ought reasonably to know will or would cause offence or humiliation to a worker or adversely affects the worker's health and safety.

- Excludes any reasonable conduct of an employer or supervisor related to the normal management of workers on a work site such as changing work assignments, scheduling, assessing, and evaluating work performance, inspecting workplaces, implementing health and safety measures, disciplinary action such as dismissing, suspending, demoting, or reprimanding for just cause.
- Excludes differences of opinion or minor disagreements between coworkers if steps are taken to resolve the conflict.

f) **"Respondent"** means the person the complaint is against.

g) **"Sexual harassment"** means any unwelcome sexual behavior that adversely affects, or threatens to affect, directly or indirectly, a person's job security, working conditions or prospects for promotion or earnings; or prevents a person from getting a job, living accommodations or any kind of public service.

Forms of Sexual Harassment may include, but not limited to:

- Unwanted sexual attention, advances, verbal or non-verbal communication or comments that are made by a person that knows, or reasonably ought to know, that such acts are unwanted
- Promise of reward or reprisal for the acceptance or refusal to comply with sexual requests or demands
- Any form of unwanted physical contact such as touching, pinching, patting, rubbing, or leaning against
- Displaying or distributing sexually explicit or sexually related materials, pictures, posters, or jokes

h) **"Workplace bullying and psychological harassment"** means any unwanted conduct, comments, actions, or gestures that undermine, disrupt, or negatively impact another's dignity, psychological or physical health and well-being, and the ability to do his or her job. Bullying and psychological harassment may involve into violence or abuse (physical or verbal) and may result from the actions of one individual towards another, or from the behavior of a group.

i) **"Violence"** means the threatened, attempted, or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm and may include a physical attack or aggression, threatening behavior, verbal or written threats, domestic violence, and sexual violence

GUIDELINES

1. General Expectations for a Respectful Workplace

1.1 County of Barrhead has zero tolerance for harassment, bullying, psychological harassment or any form or variation of violence or abuse in the workplace. Harassment is against the law. The *Alberta Human Rights Act* further protects employees from harassment. The *Criminal Code* protects people from physical and sexual assault.

1.2 County does not condone and will not tolerate any form of harassment, sexual harassment, workplace bullying or psychological harassment, or violence of any kind in the workplace, and is committed to:

1.2.1 Maintaining a healthy and safe workplace for all employees;

1.2.2 Providing education, training and prevention-oriented practices;

1.2.3 Addressing behaviors that are contrary to the Respectful Workplace Policy as soon as possible;

1.2.4 Ensuring there is a fair investigative and adjudication procedures, and effective problem-solving processes to address employee concerns, whether related to individual or group behavior.

1.3 All aspects of prevention and problem-solving processes will be fair, timely, confidential, professional, impartial, consistently applied and will aim to preserve the dignity, self-respect, and rights of all parties.

1.4 Responses to bullying behavior or harassment will aim to correct identified behavior and to prevent further occurrences or violations of this Policy. This Policy will be enforced in accordance with the principles of progressive discipline.

1.5 County will provide employees who were harmed as a result of workplace harassment, violence or bullying with access to a health care provider of their choice, or Employee Assistance Program for treatment and/or referral.

1.5 County will have no tolerance of any individual in a position of authority who abuses their authority contributing to harassment, bullying or violence.

2. Employee's Responsibilities & Rights

2.1 Every employee of the County has the right to be treated in a fair, responsible, and respectful manner, and to work in an environment free of harassment, bullying and violence.

2.2 Every employee also has a shared responsibility to create and maintain a respectful workplace free of harassment, bullying and violence. This includes but is not limited to:

2.2.1 Ensuring your actions and words contribute to a respectful workplace and are consistent with the intent of this Policy and procedures.

2.2.2 Not participating, encouraging, or supporting any bullying, harassing, violent or disrespectful behaviour.

2.2.3 Accepting responsibility for your own actions, reactions, behaviours, and the impact those may have on others.

2.2.4 Reporting any concerns or incidents to your supervisor or the CAO which may be in violation of this Policy.

2.2.5 Respecting the rights to personal dignity, privacy and confidentiality pertaining to this Policy; and

2.2.6 Contributing to an environment in which employees can report concerns about harassment, violence, and discrimination without fear of retaliation

2.2.7 Participating fully and in good faith, in any procedures, resolution process or training associated with this Policy.

3. Management & Supervisory Responsibilities

While every employee is responsible for maintaining and contributing to a work environment that is free from harassment, bullying, and violence, those in positions of authority over staff carry more responsibility than other employees within the County.

3.1 Employees in a management or supervisory position have additional responsibilities to make every reasonable effort to create and respectful workplaces, these include but are not limited to:

3.1.1 Acting as a role model for professional and respectful conduct by ensuring your actions and words contribute to a respectful workplace and are consistent with this Policy

3.1.2 Being aware of what is happening in your area of responsibility, and taking appropriate action in a prompt, impartial and confidential manner when respectful workplace issues come to your attention

3.1.3 Participating in resolution activities related to this Policy

3.1.4 Taking reasonable steps to prevent, limit and address an employee's exposure to harassment from external sources such as citizens, elected officials, vendors, etc.

3.1.5 Making every effort to ensure employee awareness of and compliance with this Policy

3.1.6 Supporting the implementation of training and awareness activities related to this Policy

3.1.7 Supporting the resolution of harassment and violence complaints which may include seeking advice or referring the employee to supports as appropriate

3.1.8 Making every effort to ensure that no retaliations occur as a result of making complaints or for providing information

3.1.9 Understanding that inappropriate behaviour may impact more than those directly involved, including witnesses, and providing support to all parties as appropriate

3.1.10 Protecting the privacy of the individuals involved and ensuring complainants and respondents are treated fairly and respectfully

3.1.11 Ensuring discipline or corrective actions have been taken for any violation of this Policy

3.1.12 Ensuring employees have full access to information regarding all employer policies and procedures.

4. Retaliation

4.1 Retaliation against anyone involved in a process under this Policy will not be tolerated.

4.2 This Policy prohibits retaliation, either direct or indirect against individuals acting in good faith who report, harassment, violence or bullying or act as witnesses.

4.3 Any actions of retaliation may result in disciplinary action up to and including termination for just cause pursuant to Section 6.

4.4 Management will take all reasonable measures to prevent retaliation, threat of retaliation or further harassment, violence or bullying.

5. Bad Faith or False Complaints

5.1 Due to the serious nature of a complaint, false accusations or abuse of this Policy will not be tolerated.

5.2 If it is determined by the County that any employee has knowingly made false statements regarding an allegation of workplace harassment, violence or bullying, immediate disciplinary action will be taken and may include discipline up to and including dismissal for just cause pursuant to Section 6.

6. Consequences

6.1 Any County employee who is found in contravention of this Policy may be subject to disciplinary action.

6.2 Each violation will be assessed individually, and corrective action may include but not limited to:

a) An apology from the respondent to the complainant

b) Mandatory education or training

c) Verbal /written reprimand

d) Loss of privileges

e) Suspension without pay for just cause

f) Termination of employment for just cause

6.3 Where behavior of non-compliance with this Policy also constitutes a criminal offense, the County will refer these matters to the RCMP for further investigation

7. Confidentiality

7.1 County will do everything reasonably practicable to protect the privacy of the individuals involved and to ensure complainants and respondents are treated fairly and respectfully

7.2 County will not disclose the circumstances related to an incident of the names of the complainants, respondents, and any witnesses except where necessary or to the extent required by law

7.3 All records of workplace harassment (alleged or proven) and subsequent investigations are considered confidential and are strictly prohibited from being disclosed to anyone except to the extent required by law.

7.4 In cases where criminal proceedings are forthcoming, the County will assist police agencies, insurance companies, and courts to the fullest extent. Privacy will be protected as long as doing so remains consistent with the enforcement of this Policy and adherence to the law.

REVIEW CYCLE

This policy shall be reviewed by the CAO/JWHSC every three (3) years, however a review may occur at any time prior to the review date based on any operational or legislative changes that Administration may become aware of.

CROSS-REFERENCE

1) *Alberta Human Rights Act*
2) *Alberta Occupational Health & Safety Act, Regulations & Code (Code, Part 27)*
3) *Criminal Code*
4) *Alberta Employment Standards*
5) *Municipal Government Act*

Effective: October 1, 2021

Approved by: CAO

Replaces: DRAFT Violence, Harassment & Prevention Policy

Last Review: April 23, 2026

Next Review: 2029

REPORTING PROCEDURE

This procedure is to be used for reporting and investigating complaints addressed under this Policy.

To ensure unwanted behavior is stopped and not repeated, the following steps should be followed:

1. Any employee who feels they have been harassed are encouraged whenever practical and if they feel safe to do so, to resolve problems informally and where necessary request support from their supervisor or CAO to assist in this process.
2. Any employee who believed they are being subjected to harassment should keep a written record of the incident including such information as dates, times, witnesses, and details of what happened.
3. Employees are encouraged, if safe to do so, to advise the person they believe has harassed them that the behavior is unwelcome and unwanted. Describe the behavior that is making them uncomfortable and ask them to stop. If this is too intimidating or inappropriate, or if the attempt to stop the offending behavior is unsuccessful, the complainant may seek the advice of their supervisor or the CAO.
4. If the perceived harassment persists, the complainant should report the incident to any of the following:
    a) Immediate supervisor
    b) Department manager
    c) CAO
    d) Safety Coordinator
5. Complaints can be made in written form via email or letter.
    a) If the complainant prefers to report verbally, the individual who the complaint was reported to will assist in documenting the statement
6. Regardless of who the complainant notifies, the CAO will be notified as soon as possible.

INVESTIGATING PROCEDURE

Investigation

1. CAO will investigate the complaints or identify an individual responsible for investigating complaints, unless the complaint involves the CAO then the Reeve will lead the investigation.
2. Should the complainant name an elected official as the respondent the matter will be handled in accordance with the *Municipal Government Act*.
3. County has an obligation to provide a workplace free of harassment and therefore the decision to move forward without a formal written complaint will be discussed with the complainant prior to actioning to ensure the individual is fully aware of the process and to provide an opportunity to clarify any previous statements made.
4. If the complainant wishes to pursue the resolution of the complaint, a preliminary assessment will take place and the investigator will:
    a) Interview the complainant to obtain all information including dates, times, and details of the event from the complainant's point of view, the name of the respondent, and names of any witnesses
    b) Obtain a written complaint from the complainant in which the details for the allegations are clearly described.

c) Determine whether the complaint fits under one or more of the definitions of harassment, bullying or violence. This determination does not constitute a decision or finding about the merits of the complaint, or the facts alleged.

5. Should the complaint fit within the definition then further investigation is necessary and will include but not limited to:
    a) Investigator may request additional support or resources to conduct the investigations
    b) Investigator will provide written notification to complaint and respondent informing them of the investigation and next steps.
    c) Investigator will interview complainants, respondents, and witnesses involved in the incident or any other persons who may have knowledge of the incident
    d) Investigator will review any supporting evidence
6. Investigator will prepare a written report on the findings from the investigation which shall include:
    a) Opinion of the investigator, whether harassment as defined in the policy or relevant legislation has occurred or not,
    b) Reasons for the opinion
    c) Recommendations where appropriate, which will be reviewed with the department head and CAO (as long as neither is not the respondent).
7. Complainant and respondent shall be notified of the outcome of the investigation and the remedy is executed.
8. If at any time the investigator believes that the personal or psychological safety of the complainant, respondent or witnesses are at risk, appropriate measures will be taken to protect the individual, pending the outcome of the investigation and/or the resolution of the complaint.

Resolution

1. Any employee found in contravention of the Respectful Workplace Policy may be subject to disciplinary action(s).
2. Each violation of this Policy will be assessed individually, and corrective actions may include but not limited to:
    a) An apology from the respondent to the complainant
    b) Mandatory education or training
    c) Verbal /written reprimand
    d) Loss of privileges
    e) Suspension without pay for just cause
    f) Termination of employment for just cause

Appeals

1. Individuals who are dissatisfied with the outcome of the formal investigation may:
    a) Submit a written appeal, within 4 weeks of the completion of the report, directly to the CAO, who will review and render a decision in writing.
    b) File a complaint with the Alberta Human Rights Commission and/or Alberta Occupational Health & Safety.

Withdrawal of Complaints

1. A complainant may withdraw a complaint at any time by notifying the CAO or the assigned investigator in writing.
2. Once a complaint is sent for investigation, the County will respond to the concerns raised. Therefore, the County may need to proceed with an investigation even when the complainant no longer chooses to participate in the process. In this case, the County will pursue the matter without a complainant, and the complainant becomes a witness to the investigation. The complainant as the witness will still be informed of the results of the investigation and advised to the extent possible, of actions taken, if any, to address the findings of the investigation.
3. When a complaint is withdrawn prior to a determination being made of the validity of the complainant's case, the respondent, if they believe the complaint was vexatious or frivolous, has the right to initiate a complaint under these Policies.

ORG-C

REQUEST FOR DECISION

OCTOBER 20, 2026

TO: COUNCIL

RE: REAFFIRM HEALTH & SAFETY POLICY AD-001

ISSUE:

Council annually acknowledges commitment to the County Health & Safety Management System by reaffirming the Health & Safety Policy AD-001.

BACKGROUND:

- November 17, 2020 – Council repealed Bylaw 9-2010 Safety Committee and approved the Health & Safety Policy AD-001 which rescinded Policy 2.28 Safety & Loss Control.
    - These steps ensured the County was compliant with *OH&S Act*.
- Council annually reaffirms the County Health & Safety Policy during the Organizational meeting.
    - October 28, 2025, was the last review by Council with no changes recommended by the Joint Workplace Health & Safety Committee (JWHSC).

ANALYSIS:

- JWHSC has reviewed the Health & Safety Policy AD-001 and has recommended to the CAO that no changes be made.
- Next review will take place in 2027 unless an earlier review is required due to an incident, changes to legislation or as recommended by the JWHSC.

STRATEGIC ALIGNMENT:

Council's annual affirmation of the Health & Safety Policy aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	**4 Governance & Leadership**
Outcome	*4 Council is transparent & accountable.*
Goal	4.1 County improves risk management.

ADMINISTRATION RECOMMENDS THAT:

Council reaffirms the Health & Safety Policy AD-001 as presented.

POLICY

Policy Title: Health & Safety

Policy Number: AD-001 Functional Area: Administration

PURPOSE

The County of Barrhead is committed to a comprehensive Health & Safety Management System that protects its workers, and others including the general public that enter County worksites.

POLICY STATEMENT

The County of Barrhead No. 11 recognizes the importance of the physical, psychological, and social well-being of all employees. The employer, supervisors, and workers at all levels are responsible and accountable for the County's health and safety performance.

The primary goal of the County of Barrhead Health & Safety Management System is to ensure a safe and healthy environment for its employees, contractors, and visitors which prevents occupational illness and injury in the workplace.

SCOPE

The Health & Safety Policy AD-001 applies to the following within the County of Barrhead:

- Council
- CAO
- Managers and supervisors
- Non-management employees (Workers)
- Joint Workplace Health & Safety Committee
- Safety Coordinator
- Contractors and other parties at County worksites

DEFINITIONS

a) *"CAO"* means the County Manager for the County of Barrhead as appointed by Council;

b) *"Worker" means a person who is filling a full-time, part-time, contracted, or casual position for the County;*

c) "*Joint Workplace Health & Safety Committee*" also known as the JWHSC means the Committee consisting of Employer and Worker representatives as required under the *Occupational Health & Safety Act;*

d) "Alberta *Occupational Health & Safety Act*" also known as *OHS Act* and associated *Regulations and Code, provincial legislation mandating workplace health hand safety;*

e) *"Safety Coordinator"* means the worker designated by the CAO to coordinate and maintain the Health & Safety Management System for the County of Barrhead.

GUIDELINES

1. County workers and all parties such as but not limited to, contractors, suppliers or service providers at a County worksite are expected to be familiar and comply with:

a) County of Barrhead policies, administrative directives, and procedures

b) Alberta Occupational Health & Safety Act, Regulation and Code

c) All other legislation and best practices that pertain to the work they are responsible for

2. Responsibilities

a. Council shall:

i) Approve the Health & Safety Policy to ensure policy remains current and Council's commitment is renewed

b. County Manager (CAO) or designate shall:

i) Ensure that Managers and Supervisors receive the resources and direction required to perform in accordance with this policy,

ii) Visibly promote and communicate the County's commitment to health, safety, and wellness of Workers,

iii) Ensure that Workers are aware of their rights and obligations under the *OHS Act, Regulation and Code,*

iv) Ensure that Workers are not subjected to or participate in harassment or violence at the work site, and

v) Ensure that Workers are supervised by competent individuals that are familiar with the *OHS Act, Regulations and Code*

c. Managers and/or Supervisors shall:

i) Ensure they are competent to supervise the Workers that are under their direct supervision,

ii) Visibly promote and communicate the County's commitment to health, safety, and wellness of Workers,

iii) Ensure Workers understand their rights and obligations under the *Alberta OHS Act, Regulations and Code* and the County's Health & Safety Management System,

iv) Take the necessary precautions to protect the health, safety, and welfare of all Workers under their supervision and other persons at the worksite(s),

v) Promote and encourage a workplace that is free of harassment and violence,

vi) Ensure Workers are provided with appropriate training,

vii) Ensure workers under their supervision work in accordance with the *OHS Act, Regulations and Code,*

viii) Ensure all known and foreseeable hazards are eliminated, or controlled, and communicated to Workers,

ix) Report concerns regarding unsafe or harmful worksite acts or conditions to the Safety Coordinator, and

x) Cooperate with the JWHSC in carrying out their responsibilities

d. Workers shall:

i) Take reasonable care and cooperate with County management to protect the health and safety of themselves and other people at the worksite,

ii) Be fit for duty when arriving at the worksite,

iii) Use and wear required personal protective and safety equipment,

iv) Inspect tools, equipment, and vehicles before use,

v) Refrain from causing or participating in harassment or violence,

vi) Report concerns regarding unsafe or harmful worksite act(s) or condition(s) to their Supervisor, Safety Coordinator, or a member of the JWHSC,

vii) Refuse dangerous work that may endanger them or anyone at the worksite, and

viii) Be familiar with emergency response plan and location of emergency equipment

e. Joint Workplace Health & Safety Committee (JWHSC) shall:

i) Comply with duties in accordance with the Joint Workplace Health & Safety Committee Terms of Reference (administrative directive),

ii) Represent the Employer (County/CAO) and the Workers,

iii) Promote health and safety awareness, and

iv) Support the CAO in addressing health and safety concerns and making continual improvements to the Health & Safety Management System

v) Annually review the Health & Safety Policy AD-001 and submit any recommendations for change to the CAO

f. Safety Coordinator shall:

i) Maintain the Health & Safety Management System for the County of Barrhead, and

ii) Support the JWHSC in carrying out their responsibilities

g. Workers at every level including, Contractors and Other Parties, at County worksite(s) shall:

i) Be familiar with the requirements of the *OHS Act, Regulations and Code* as it relates to their work,

ii) Cooperate with any person exercising a duty imposed by the *Alberta OHS Act, Regulations and Code,*

iii) Comply with the *Alberta OHS Act, Regulations and Code* and County of Barrhead worksite policies.

REVIEW CYCLE

This Policy shall be reviewed annually or upon requirements or resulting from an incident or changes to governing legislation by the Joint Workplace Health & Safety Committee with recommendations brought to the CAO. Council to ratify annually.

CROSS-REFERENCE

1. *Alberta Occupational Health & Safety Act, Regulations and Code.*
2. Joint Workplace Health & Safety Committee Terms of Reference.

Effective: November 1, 2020
Approved by: Council
Replaces: Safety and Loss Control Policy No. 2.28
Last Review: October 28, 2025

Resolution No: *2020-449*

Amended Policy Resolution No: *2021-473*

(Policy reviewed by the CAO)

Debbie Oyarzun

Next Review: 2026

ORG-D

REQUEST FOR DECISION

OCTOBER 20, 2026

TO: **COUNCIL**

RE: **ESTABLISH DATES & TIMES OF 2027 REGULAR COUNCIL MEETINGS**

ISSUE:

Council to address conflicts in scheduling regular Council meetings according to Meeting Procedures Bylaw 6-2025.

BACKGROUND:

- Bylaw 6-2025 indicates that regular Council meetings are to be scheduled the 1st and 3rd Tuesday of each month.
- Section 193, *MGA*, outlines the requirements of scheduling and providing notice of regular Council meetings.
    - *193(1) A Council may decide at a Council meeting at which all the Councillors are present to hold regularly scheduled Council meetings on specified dates, times and places.*
    - *193(2) Notice of regularly scheduled meetings need not be given*
- If additional meetings are required, Section 194, *MGA* permits a Special Meeting to be called by providing at least 24-hrs notice to each Councillor and the public.
- Summary of Regular and Special meetings of Council from 2017-2026 is below:

YEAR	REGULAR	SPECIAL	TOTAL
2026	20	2 (to date)	22
2025	19	3	22
2024	21	2	23
2023	21	1	22
2022	21	3	24
2021	21	1	22
2020	21	5	26
2019	21	4	25
2018	20	4	24
2017	20	4	24

- Policy 2.11 states that the County of Barrhead recognizes Christmas Eve, Christmas Day, Boxing Day, and New Year's Day as public holidays.

- In previous years, Council also approved the closure of the County office over the Christmas break requiring employees to take personal leave or vacation for the office closure. Due to the timing of the Christmas holidays in 2027, office closure during this time is not being recommended.

ANALYSIS:

- Administration reviewed the 2027 calendar and identified a total of 24 possible dates for Regular Council meetings with the following dates posing a challenge or a conflict:
    - Tuesday January 19, 2027 – conflicts with 2027 ASB Convention (3 elected officials may be impacted leaving 4 to attend Council which is the minimum for quorum)
    - Tuesday March 16, 2027 – conflicts with 2027 RMA Spring Convention
    - Tuesday November 2, 2027 – conflicts with 2027 RMA Fall Convention
    - Consideration for 2027 summer break (Administration suggests August 3, 2027)
        - In 2026 August 4 was cancelled
        - In 2025 August 5 was cancelled
        - In 2024 August 6 was cancelled
        - In 2023 August 1 was cancelled
        - in 2022 August 2 was cancelled
        - in 2021 August 3 was cancelled
- Addressing all the conflicts identified would result in a total of 20 regular scheduled Council meetings in the 2027 calendar year which is the same as or comparable to previous years.
- If additional meetings are required, Section 194, *MGA* permits a Special Meeting of Council to be called (see data above).
- Cancellation and changes to date, time and location of a Regular meeting of Council can be made by resolution of Council and by providing the public at least 24 hrs notice.

STRATEGIC ALIGNMENT:

Council's consideration of cancellation of Council meeting dates to avoid conflicts in scheduling is aligned with the County 2022 – 2026 Strategic Plan as follows:

PILLAR	**4 Governance & Leadership**
Outcome	*4 Council is transparent & accountable.*
Goal	4.2 County demonstrates open & accountable government.
Strategy	4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

- Council consider cancelling January 19, 2027, regularly scheduled Council meeting due to conflict with ASB Convention.
- Council cancel March 16 and November 2, 2027, regularly scheduled Council meetings due to conflict with the RMA Conventions in 2027.
- Council consider cancelling a regular Council meeting during the summer of 2027 based on previous practice, with August 3, 2027, suggested by Administration.

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2027

Committees/Boards, Council Meetings and Convention Calendar

January

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

February

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

November

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Barrhead Agricultural Society (Evenings)
- Barrhead & District FCSS Society (Mornings)
- Barrhead & District Social Housing Association (Mornings)
- Barrhead & District Seed Cleaning Co-op (Mornings)
- Community Futures Yellowhead East (Afternoons)
- Ag Conference
- Barrhead Public Library Board (Evenings)
- Regular Council Meetings
- ASB Meetings
- Committee of the Whole
- RMA Conventions (Spring and Fall 2027)
- STAT Holiday/Office Closure

****Please be advised that this calendar only represents Committees and Boards that have regularly scheduled meetings****