
1.0 CALL TO ORDER

OFFICIAL NOTICE FOR SPECIAL COUNCIL MEETING

As per MGA s. 194(1)(a) the Reeve may call a special council meeting whenever he considers it appropriate to do so, and as per MGA s. 194(3)

- Meeting request was emailed to all Councillors on Friday November 21, 2025
- Posted at County Office and on County website at least 24 hours prior to meeting date (posted Nov 25)

2.0 APPROVAL OF AGENDA

3.0 ACTION ITEMS:

3.1 STIP APPLICATION FUNDING REQUEST WITH ALBERTA TRANSPORTATION FOR BRIDGE FILES 74837,75922, 80831

Administration recommends that Council authorizes the Reeve to sign the STIP grant application letters for the 3 structures - BF 74837, 75922, and 80831.

[Schedule A](#)

3.2 BRWC – ALBERTA COMMUNITY PARTNERSHIP (ACP) GRANT APPLICATION

Administration recommends that Council support the Town of Barrhead's (managing partner) submission of 2025/26 Alberta Community Partnership grant application in support of the Regional Raw Water Supply Assessment Study – Phase 2 project with the understanding that no matching contribution is required.

[Schedule B](#)

4.0 ADJOURNMENT



REQUEST FOR DECISION

NOVEMBER 27, 2025

A

TO: COUNCIL

**RE: STIP APPLICATION FUNDING REQUEST WITH ALBERTA TRANSPORTATION FOR BRIDGE FILES
74837,75922, 80831**

ISSUE:

Council authorization is required for Reeve to sign STIP funding grant application letters for 3 structures.

BACKGROUND:

- Local Road Bridge Program is one of 4 provincial funding streams of the Strategic Transportation Infrastructure Program (STIP). It provides funding to municipalities for local bridge projects, including engineering, maintenance, rehabilitation, and replacement.
- STIP Program for Local Road Bridge Program contributes a maximum of 75% of submitted costs or actual costs, whichever is less.
- County performs annual inspections on bridge structures with cycles of 57 months or less per structure
 - Through the annual inspections, County has identified 3 structures that have low rating advisories and require repairs or replacement.
- **BF 74837 - SW-8-59-4-W5** is a culvert constructed in 1957.
 - Condition is very poor and poses a risk due to plates separating, failed longitudinal seam and deep pitting along culvert floor and side walls.
 - Identified in the 10-year Capital Plan as a culvert replacement in 2027 with engineering to take place in 2026.
- **BF 75922 – NW-27-56-1-W5** is a culvert constructed in 1964.
 - Condition is very poor and poses a risk due to heavy corrosion and pitting in the side walls and flooring and separation of seams
 - Identified in the 10-year Capital Plan as a culvert replacement in 2027 with engineering to take place in 2026.
- **BF 80831 – NE-6-58-3-W5** is a culvert constructed in 1970.
 - Condition is very poor and is a risk due to longitudinal cracking/shearing on strut walers due to loading as well as missing struts and increasing roof sag.
 - Identified in the 10-year Capital Plan as a bridge repair in 2027 with engineering to take place in 2026.

ANALYSIS:

- Bridge funding applications are required before funding can be made available through the STIP program

- Estimates were provided by MPA Engineering including engineering and construction costs.

Bridge File	Estimated Cost	Possible GOA funding at 75%	County pays 25%
BF 74837 Replace Culvert	540,000	405,000	135,000
BF 75922 Replace Culvert	480,000	360,000	120,000
BF 80831 Replace Culvert	540,000	405,000	135,000
TOTAL	\$ 1,560,000	\$ 1,170,000	\$ 390,000

- Council's authorization is required for the Reeve to sign application letters for the bridge funding through the STIP program.
- Administration will obtain Council approval to proceed with a project once the County has been notified regarding the status of the STIP grant application.

STRATEGIC ALIGNMENT:

Approving STIP Funding application aligns with the 2022 – 2026 Strategic Plan in the following ways:

PILLAR 2: MUNICIPAL INFRASTRUCTURE & SERVICES

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

GOAL 1 – Infrastructure & services balance County capacity with ratepayer needs.

PILLAR 4: GOVERNANCE & LEADERSHIP

OUTCOME – Council is transparent & accountable.

GOAL 2 – County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council authorizes the Reeve to sign the STIP grant application letters for the 3 structures - BF 74837, 75922, and 80831.

TO: COUNCIL

RE: BRWC – ALBERTA COMMUNITY PARTNERSHIP (ACP) GRANT APPLICATION

ISSUE:

Council is being asked to support the Town of Barrhead's submission of an Alberta Community Partnership (ACP) Grant for a Regional Raw Water Supply Assessment Study – Phase 2 project on behalf of Barrhead Regional Water Commission (BRWC).

BACKGROUND:

- ACP grant is a provincial program with a mandate to improve the viability and long-term sustainability of local governments by providing support for regional collaboration and capacity building initiatives.
- July 2011 - BRWC received approval by Order in Council to be established as a water commission with a mandate to “provide potable water through the operation of a water treatment and transmission system” with water being drawn from the Paddle River.
- BRWC members include:
 - County of Barrhead - Reeve Munck & Councillor Chapman are the current elected representatives
 - Town of Barrhead - Councillors Smith & Oswald are the current elected representatives
- September 19, 2023 – County Council supported in principle, submission of a 2023/24 ACP grant application by the Town of Barrhead on behalf of BRWC for up to \$200,000 for a Regional Water Supply Assessment Study project.
 - Grant application was successful and funds have been expended on eligible projects in 2024 & 2025.
- November 25, 2025 - Town of Barrhead Council passed a resolution to submit, as managing partner for BRWC, a non-matching 2025/26 ACP grant application in support of the Regional Raw Water Supply Assessment Study – Phase 2 project.
 - Town of Barrhead will be responsible for managing the grant and related compliance requirements.
- November 28, 2025 – deadline for the ACP Grant administered by Municipal Affairs.

ANALYSIS:

- 2023/24 ACP Phase 1 non-matching grant outcomes were:
 - BRWC 2026 Business Plan;
 - Paddle River Weir North Bank Erosion Protection Report;

- Alternate Raw Water Source Analysis;
- Water Supply System Assessment Sludge Survey; and
- Preliminary Technical Engineered Report to review and update capital cost estimates.
- 2025/26 ACP grant application builds on the work undertaken in the successful 2019/20 & 2023/24 ACP application to complete the following tasks:
 - Complete a water meter vault upgrade assessment report
 - Complete a condition analysis of the raw water valves chamber and develop conceptual replacement and upgrade design and cost options
 - Conduct an analysis of potential potable water production expansion
 - Complete a condition analysis of the raw water reservoir – aeration system and develop conceptual upgrade design and cost options and recommendations
 - Complete a condition analysis of the raw water reservoir – cells 1 and 2, and berm and develop conceptual upgrade design and cost options and recommendations
 - Complete updates to the 5-year capital plan
- Application is for \$200,000 and requires no matching municipal funds.
 - Any provincial grant funding received will financially benefit the utility account holders for both the County and the Town.

STRATEGIC ALIGNMENT:

Providing support for the submission of the ACP grant application on behalf of the BRWC aligns with the County Strategic Plan in the following area.

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 - *County is transparent & accountable*

GOAL 3 - County demonstrates leadership

Strategy 1 Engage ICF neighbors to explore opportunities for efficient service delivery & cost sharing

ADMINISTRATION RECOMMENDS THAT:

Council support the Town of Barrhead's (managing partner) submission of 2025/26 Alberta Community Partnership grant application in support of the Regional Raw Water Supply Assessment Study – Phase 2 project with the understanding that no matching contribution is required.