

REGULAR MEETING OF COUNCIL - HELD JULY 15, 2025

Regular Meeting of the Council of the County of Barrhead No. 11 held July 15, 2025, 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

ABSENT

Councillor Jared Stoik

STAFF

Debbie Oyarzun, County Manager	Layne Mullen, Development Officer
Pam Dodds, Executive Assistant	Ken Hove, Director of Infrastructure
Dawn Fedorvich, Director of Rural Development	Tamara Molzahn, Dir. of Corporate Services
	Shae Guy, Community Peace Officer

ATTENDEES

Savannah Belyk and Ryan Ossevoth – Barrhead FCSS
Town and Country Newspaper - Sandy Doucet

RECESS

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

Reeve Drozd reconvened the meeting at 9:25 a.m.

APPROVAL OF AGENDA

2025-207 Moved by Deputy Reeve Schatz that the agenda be approved as presented.
Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JUNE 17, 2025

2025-208 Moved by Councillor Properzi that the minutes of the Regular Meeting of Council held June 17, 2025, be approved as circulated.
Carried Unanimously.

MINUTES OF SPECIAL MEETING HELD JULY 7, 2025

2025-209 Moved by Councillor Kleinfeldt that the minutes of the Regular Meeting of Council held July 7, 2025, be approved as circulated.
Carried Unanimously.

**SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 25-SUB-074
SW 30-61-5-W5 & NW 19-61-5-W5 - (HIEMSTRA)**

2025-210 Moved by Deputy Reeve Schatz that Council approve subdivision application 25-SUB-074, proposing to subdivide SW 30-61-5-W5, into 2 agricultural lots and consolidate the remainder with NW 19-61-5-W5, and further that the approval is subject to the following conditions:

1. That the instrument affecting this tentative plan of subdivision have the effect of consolidating that portion of SW 30-61-5-W5 being subdivided with NW 19-61-5-W5 in such a manner that the resulting title cannot be further subdivided without Subdivision Authority approval.

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Reeve

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County Manager

2. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into an agreement with Alberta Transportation for the provision of a 30 metre wide service road right of way south of road plan 3262PX throughout proposed Lot 1. To this respect, a Caveat shall be registered against the Certificate of Title by Alberta Transportation concurrently with the registration of the instrument effecting this plan of subdivision.

Alternatively,

That the Plan of Survey implementing the proposed plan of subdivision provide a 30 metre wide service road throughout proposed Lot 1 south of road plan 3262PX.

3. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority:
 - a. Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the private sewage disposal system, potable water sources, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed Lot 1, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
4. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

Carried Unanimously.

**SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 25-SUB-079
SW 30-58-5-W5 - (CONRAD)**

2025-211 Moved by Councillor Kleinfeldt that Council approve subdivision application 25-SUB-079, proposing to create a 5.20 ha (12.86 ac) Country Residential lot within SW 30-58-5-W5, and further that the approval is subject to the following conditions:

1. That prior to endorsement of an instrument effecting this plan, the registered owner and/or developer enter into a land acquisition agreement with the County of Barrhead No. 11 pursuant to Section 655 of the Municipal Government Act, as amended, which land acquisition agreement shall include provision that the County will acquire a 17-foot wide future road widening on the western boundary of the quarter section. The County's interest will be registered by caveat on title. The caveat will remain on title until such time as the road is widened.
2. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority:
 - a) Real Property Report or Building Site Certificate, prepared by an Alberta Land Surveyor, must be submitted. This report shall indicate the location of the improvements, including the private sewage disposal system, potable water sources, shelter belts, driveways, above-ground appurtenances, and the distances between them and demonstrate that all improvements on Proposed Lot 1 comply with the required setbacks from existing and proposed property boundaries; and
 - b) certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on Proposed Lot 1, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
4. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

Carried Unanimously.

ORIGINAL SIGNED – D. DROZD

Reeve

ORIGINAL SIGNED – D. OYARZUN

County Manager

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2025 MEMBER-AT-LARGE APPOINTMENT TO LIBRARY BOARD

- 2025-212 Moved by Councillor Lane that Council refer the member-at-large application back to the Library Board for review and recommendation.

Carried Unanimously.

APPOINTMENT OF DEVELOPMENT AUTHORITY OFFICER

- 2025-213 Moved by Councillor Lane that Council appoint Ms. Layne Mullen as the Development Authority Officer at the County of Barrhead with all powers, duties and functions as outlined in Land Use Bylaw 4-2024.

Carried Unanimously.

Layne Mullen departed the meeting at 9:59 a.m.

RECESS

Reeve Drozd recessed the meeting at 9:59 a.m.

Reeve Drozd reconvened the meeting at 10:06 a.m.

RURAL STEWARDSHIP & ENRICHMENT POLICY AG-003

- 2025-214 Moved by Deputy Reeve Schatz amend section 4.3 of policy AG-003 to read:

“Individuals or groups selected for recognition may receive a commemorative plaque or signage as determined by the ASB and will receive registration for 2 people or more, as deemed appropriate by the Agricultural Fieldman, to an appropriate function paid for by the County, under the ASB budget.”

Carried Unanimously.

- 2025-215 Moved by Councillor Preugschas that Council approve Policy AG-003 Rural Stewardship & Enrichment as amended and as recommended by the ASB.

Carried Unanimously.

- 2025-216 Moved by Councillor Properzi that Council rescind Policy 62.13 Rural Beautification and Policy 62.03 Agriculture Conservation Award.

Carried Unanimously.

Dawn Fedorovich departed the meeting and Shae Guy joined the meeting at 10:24 a.m.

CPO POLICY PS-015 – RCMP ENCRYPTED RADIO

- 2025-217 Moved by Councillor Kleinfeldt that Council approves Policy PS-015 CPO - RCMP Encrypted Radio as presented.

Carried Unanimously.

Shae Guy departed the meeting at 10:35 a.m.

RESCIND POLICIES

- 2025-218 Moved by Councillor Preugschas that Council rescind the following policies as recommended by the Policy Committee:

- Policy 11.10-03 Assessment Certificates - Fees
- Policy 12.13 Payment of Grants
- Policy 12.16 Staff Protection
- Policy 12.23 Telephone Log & Use
- Policy 12.25 Staff Meeting
- Policy 24.04 Provincial Grants

Carried Unanimously.

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County Manager

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Tamara Molzahn joined the meeting at 10:41 a.m.

POLICY FN-004 COLLECTION OF ACCOUNTS RECEIVABLE

- 2025-219 Moved by Deputy Reeve Schatz that Council approves amendments to Policy FN-004 Collection of Accounts Receivable as recommended by the Policy Committee.
Carried Unanimously.

Ken Hove joined the meeting at 11:00 a.m.

POLICY AD-008 TAX RECOVERY PROCESS

- 2025-220 Moved by Councillor Lane that Council approves amendments to Policy AD-008 Tax Recovery Process as recommended by the Policy Committee.
Carried Unanimously.

Tamara Molzahn departed the meeting at 11:05 a.m.

PUBLIC WORKS REPORT

Ken Hove, Director of Infrastructure reviewed the written report for Public Works & Utilities and answered questions from Council.

- 2025-221 Moved by Councillor Kleinfeldt that the report from Public Works be received for information.
Carried Unanimously.

Ken Hove departed the meeting at 11:22 a.m.

RECESS

Reeve Drozd recessed the meeting at 11:23 a.m.

Reeve Drozd reconvened the meeting at 11:27 a.m.

DELEGATION – FCSS

Savannah Belyk, Executive Director & Ryan Ossevoth, Community Support Coordinator of Barrhead FCSS met with Council at 11:28 a.m. and provided updates on programs and services offered by FCSS.

Council thanked the FCSS delegation for their presentation and they left the meeting at 11:42 a.m.

INFORMATION ITEMS

- 2025-222 Moved by Councillor Properzi that Council accepts the following items for information:
- Letter from Minister of Alberta Transportation Re: Unsuccessful STIP Bridge Funding – dated June 16, 2025
 - Email from Hosts Re: Thank You for Support for Open Farm Days – dated June 25, 2025
 - Water as Our Witness - How the County of Barrhead Lives With, Learns From, and Looks After Its Water - Alberta Open Farm Days
- Carried Unanimously.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2025 Resolution Tracking List and provided the following updates to Council:

- 2025 Water Works Field Trip - Post Event Report
- AAIP Rural Renewal Stream – June 2025 Stat Report
- Sold Out County Tour to be held July 17, 2025

- 2025-223 Moved by Councillor Properzi that the County Manager's report be received for information.
Carried Unanimously.

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Reeve

ORIGINAL SIGNED – D. OYARZUN

County Manager

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LUNCH RECESS

Reeve Drozd recessed the meeting at 12:05 p.m.

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

COUNCILLOR REPORTS

Councillor Lane reported on his attendance at the CAO Performance Review.

Councillor Properzi reported on his attendance at the FCSS meeting and the CAO Performance Review.

Councillor Preugschas reported on his attendance at the ASB meeting, NW of 16 Regional Tourism, Attraction & Retention Committee, Twinning AGM in Stony Plain, volunteering at the Barrhead Museum, carried the County flag at Indigenous Days, CAO Performance Review, Policy Committee meeting, and Pembina West Co-op meeting.

Councillor Kleinfeldt reported on his attendance at a Library meeting and retirement function for Director, Policy meeting, volunteering at Manola Cemetery cleanup, volunteering at Barrhead Library hot dog sale, CAO Performance Review, and Pembina Zone meeting.

Tamara Molzahn joined the meeting at 1:11 p.m.

Deputy Reeve Schatz reported on his attendance at the ASB meeting, CFYE meeting, the Melissa Lotholz fundraiser, Policy meeting, CAO Performance Review, and Pembina Zone meeting.

Reeve Drozd reported on his attendance at the Library retirement function for Director, Policy meeting, FCSS retirement function for Executive Director, CAO Performance Review, ASB meeting, Pembina Zone meeting, and office Administration duties.

DIRECTOR OF CORPORATE SERVICES REPORT

2025-224 Moved by Councillor Lane to accept the following Director of Corporate Services reports for information:

- Cash, Investments & Taxes Receivable as of June 30, 2025
- Payments Issued for the month of June 2025
- YTD Budget Report for 6 months ending June 30, 2025
- YTD Capital Recap for period ending June 30, 2025
- Elected Official Remuneration Report as of June 30, 2025

Carried Unanimously.

IN-CAMERA

2025-225 Moved by Councillor Properzi that the meeting move in-camera at this time being 1:33 p.m. for discussion on:

- **ADDITIONAL NAMED INSURED** – ATIA Sec. 19 Harmful to business interests of a 3rd party
- **INTERMUNICIPAL COLLABORATION** – ATIA Sec. 29 Advice from officials
- **CAO CONTRACT** – ATIA Sec. 32 Privileged Information

Carried Unanimously.

Pam Dodds departed the meeting at 1:34 p.m.

Tamara Molzahn departed the meeting at 2:05 p.m.

2025-226 Moved by Councillor Kleinfeldt that the meeting move out of in-camera at this time being 3:00 p.m.

Carried Unanimously.

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Reeve

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ADDITIONAL NAMED INSURED

2025-227 Moved by Deputy Reeve Schatz that Council direct Administration to proceed with additional named insured concern as discussed in-camera.

Carried Unanimously.

INTERMUNICIPAL COLLABORATION - LSAC

2025-228 Moved by Councillor Preugschas that Council direct Administration to proceed with geo-technical work to inform decision-making for potential future joint project with Lac Ste Anne County.

Carried Unanimously.

CAO CONTRACT

2025-229 Moved by Councillor Kleinfeldt that Council authorizes the Reeve and Deputy Reeve to sign CAO Employment Contract as drafted by Brownlee LLP.

Carried 5-1.

ADJOURNMENT

2025-230 Moved by Deputy Reeve Schatz that the meeting adjourn at 3:03 p.m.

Carried Unanimously.

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Reeve

ORIGINAL SIGNED – D. OYARZUN

County Manager