

Council Highlights briefly identify decisions made by the Town of Blackfalds Council. Residents, businesses, and stakeholders are encouraged to keep in touch with Council news. Council Meetings are live-streamed on the Town's [YouTube channel](#). Official Minutes are posted on the Town of Blackfalds website at [www.blackfalds.ca](http://www.blackfalds.ca). Minutes from meetings before 2020 are available upon request.

## Highlights of the Regular Council Meeting – January 28, 2025

Mayor Hoover welcomed everyone to the Regular Council Meeting of January 28, 2025, indicated that Deputy Mayor Coulter and Councillor Appel had sent their regrets and called the meeting to order at 7:00 p.m.

### ADOPTION OF AGENDAS

There was one removal to the Regular Agenda under Confidential, item 8.1 Diversity Awards 2025 Nominations – FOIP S. 29 – Information That Is Or Will Be Available To The Public

Council adopted the January 28, 2025, Regular Agenda, as amended, and the Consent Agenda, as presented, containing:

- **Declaration of No Interest** (*conflict of duty and interest, pecuniary or other*)
- **Adoption of Minutes**
  - Regular Council Meeting Minutes – January 14, 2025
  - Special Council Meeting Minutes – January 20, 2025
- **Council Reports**
  - Mayor Hoover
  - Deputy Mayor Coulter
  - Councillor Appel
  - Councillor Svab
  - Councillor Dennis
  - Councillor Sands
- **Administrative Reports**
  - Report for Council, CAO Report – January 2025
- **Boards, Committee and Commission Minutes and/or Reports**
  - Family & Community Support Services Board Meeting Minutes - November 14, 2024
- **Information**
  - AUC Bill 19 Franchise Reapproval - December 18, 2024
  - Lacombe County Council Highlights - January 9, 2025
  - Lacombe City Council Highlights - January 13, 2025
  - Special Event Permit 001.25 - Little of This Market Spring 2025
  - Special Event Permit 002.25 - Little of This Market Christmas 2025
  - Special Event Permit 003.25 - Little of This Market Fall 2025
- **Correspondence**

None

Future Meetings:

**Regular Council Meeting – February 11, 2025**

**Standing Committee of Council Meeting – February 18, 2025**

**Council Meetings are held in**  
Council Chambers  
Level 2, Civic Cultural Centre  
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**BUSINESS****Request for Decision, Subdivision File No. S-05-24, 5220 Duncan Avenue**

Manager Tejkl brought forward Subdivision File No. S-05-24 pertaining to 5220 Duncan Avenue for Council's consideration. Council, being the designated Subdivision Authority for the Town of Blackfalds, was satisfied that the proposed subdivision met the relevant considerations and moved to approve the subdivision to eliminate Bare Land Units A and B from the existing Condominium Plan 152 3748 and replace them with two new lots, being proposed Lot 35 and Lot 36, with a boundary adjustment of 3 m (9.84 ft.) on proposed Lot 35 that will be consolidated with Units 1-4. Units 1-4, the existing Common Property and the northern 3 m (9.84 ft.) of existing Unit A to remain as Condominium Plan 152 3748 subject to the following conditions:

1. That pursuant to Section 84 of the *Land Titles Act*, the subdivision, as shown on the attached Tentative Plan of Subdivision, is registered by Plan of Survey.
2. That pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes are to be paid, or some other arrangements satisfactory to the Town of Blackfalds for payment thereof be made.
3. That satisfactory arrangements be made with the Town of Blackfalds for the provision of separate water and wastewater services to individually service proposed Lot 35 and Lot 36.
4. That the drainage right-of-way registered along the western boundary of proposed Lot 35 and Lot 36, Drainage Right-of-Way Plan 122 4516, be cleared of the existing piled granular material to the satisfaction of the Town of Blackfalds to enable proper south to north drainage flow.
5. That the developer enters into a Development Agreement with the Town of Blackfalds concerning the provisions of separate water and wastewater services to individually service proposed Lot 35 and proposed Lot 36.
6. That pursuant to Section 655(1) of the *Municipal Government Act*, that the owner/developer register a utility easement right of way as per the requirements of the Town of Blackfalds and/or utility companies concurrent with or prior to registering the subdivisions Plan of Survey.

**Request for Decision, Bylaw 1324.25 – Urban Hen Bylaw**

Following the recommendation from Standing Committee of Council on January 20, 2025, Manager Tejkl reviewed the Urban Hen Survey results and brought forward Bylaw 1324.25, being the Urban Hen Bylaw for Council's consideration of First, Second and Third Reading. Council gave First, Second and Third Reading to Bylaw 1324.25 – Urban Hen Bylaw.

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**Request for Decision, Development Permit Application #347-24: Relaxation – Anna Close**

Manager Tejkl brought forward Development Permit Application #347-24: Relaxation pertaining to Anna Close for Council’s consideration. Council approved the application for the east side yard relaxation of 1.50 m (4.9 ft) to allow for a minimum side yard relaxation of 3.0 m (9.84 ft) as presented in Development Permit #347-24, located at 2 Anna Close (Lot 57, Block 14, Plan 162 0173), subject to the following conditions being met to the satisfaction of the Development Officer:

Conditions

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within the one (1) year will cause this Development Permit to expire.
2. The applicant shall ensure that the east side yard setback relaxation for the row house w/deck and accessory suite does not exceed 3.0 m.

Prior to Occupancy Conditions:

3. The proposed development shall be undertaken and completed in accordance with the approved plans.
4. Prior to occupancy, the applicant shall place on the front exterior of the dwelling the appropriate civic address numbers in a contrasting colour of not less than 6.0in (15.14cm) in height.
5. Prior to occupancy, the applicant shall place on the front exterior of the dwelling an appropriate mailbox.
6. Occupancy is only permitted once all safety codes inspections (building, plumbing, gas and electrical) are completed and all deficiencies are addressed to the satisfaction of the Safety Codes Officer.

General Development Conditions:

7. The exterior of the building, including painting, shall be completed within one (1) calendar year from the date of approval.
8. The applicant is required to submit a “*Final Lot Grading Certificate*” prepared by a professional (e.g., Alberta Land Surveyor, Professional Engineer, or Professional Technologist), acceptable to the Development Authority for approval.
9. All landscaped areas shall be designed to facilitate effective surface drainage consistent with the submitted grading plan. This includes a minimum of 300.0mm (11.81in) of topsoil to facilitate growth.
10. Front yard sod (or other landscaping material approved by the Development Authority), and one (1) front yard tree is required within one (1) year from construction completion.
11. Curb stop must remain visible and at the proper elevation prior to completion of hard surfacing or landscaping.

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**Ongoing Conditions:**

12. An Accessory Suite shall provide two (2) additional Off-Street Parking stalls in addition to the minimum requirements of Section 3.20 of the Land Use Bylaw. Tandem Parking shall not be allowed as a method for meeting the parking requirements for an Accessory Suite.
13. Parking stalls are to be developed as shown on the approved site plan with a minimum width of 2.5 m (8.2 ft).
14. All parking stalls must be hard-surfaced.

**Request for Decision, Bylaw 1323.25 - Schedule "B" 2025 Water and Wastewater Rates**

Director Weran presented Bylaw 1323.25 – Schedule "B" 2025 Water and Wastewater Rate for Council's consideration of Second and Third Reading. Council gave Second and Third Reading to Bylaw 1323.25 – Schedule "B" 2025 Water and Wastewater Rates, a bylaw to amend Schedule "B" of Bylaw 1250.20.

**Request for Decision, Bylaw 1326.25 - Authorized Overdraft Bylaw**

Director de Bresser brought forward Bylaw 1326.25, being the Authorized Overdraft Bylaw for Council's consideration of First, Second and Third Reading. Council was unanimous in giving First, Second and Third Reading to Bylaw 1326.25 - Authorized Overdraft Bylaw.

**Request for Decision, Fire Brush Truck Replacement**

Fire Chief Cote presented Council with a request to replace the Fire Brush Truck. Council approved the allocation of \$200,000.00 from Capital Reserves for the purchase and outfitting of a new Brush Truck.

**Request for Decision, Command Truck – F150 – Deputy Fire Chief Training and Fire Prevention**

Director Morrison brought forward a request for a new Command Truck for the new Deputy Fire Chief Training and Fire Prevention position. Council approved the allocation of \$90,000.00 from the Capital Reserves for the purchase and outfitting of a new Command Truck.

**Request for Decision, Fire Software Upgrade**

Fire Chief Cote brought forward for Council's consideration the upgrading to the Fire software program. Council approved allocating \$20,000.00 from Capital Reserves to fund the installation and implementation of "FirstDUE" software.

**Request for Decision, Regular Council Meeting Cancellation – May 27, 2025**

Coordinator Nealon brought forward a request to cancel the May 27, 2025, Regular Meeting of Council due to meeting and conference attendance conflicts.

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Council was unanimous in cancelling the May 27, 2025, Regular Council Meeting and directed Administration to post notice of the cancellation.

## NOTICES OF MOTION

### CPKC Train Whistle Cessation Next Steps - Councillor Appel

Councillor Appel's Notice of Motion regarding CPKC Train Whistle Cessation Next Steps will be considered by Council at the February 11, 2025, Regular Meeting of Council.

"THAT Council approve reconsidering the CPKC Train Whistle Cessation Next Steps sooner than the 6-month time period that it is outlined in the Council Procedural Bylaw."

## ADJOURNMENT

The Regular Council Meeting adjourned at 8:19 p.m.

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