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1. **Call to Order**
  2. **Land Acknowledgement**
    - 2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.
  3. **Adoption of Agenda**
    - 3.1 Agenda for February 14, 2023
  4. **Delegation**

None
  5. **Public Hearing**

None
  6. **Business Arising from Minutes**

None
  7. **Business**
    - 7.1 Request for Decision, 2024 Budget Planning Timeline
    - 7.2 Request for Decision, Lorne Avenue Rehabilitation Project & Pavement Management Study Update
    - 7.3 Request for Decision, Integrity Commissioner Consulting Service
  8. **Action Correspondence**

None
  9. **Information**
    - 9.1 Report for Council, Enforcement and Protective Services Monthly Report – January 2023
    - 9.2 Report for Council, Development & Building Monthly Report – January 2023
    - 9.3 Report for Council, BOLT KPI Monthly Report – January 2023
    - 9.4 Municipal Planning Commission Meeting Minutes – November 22, 2022
    - 9.5 Recreation, Culture and Parks Board Meeting Minutes – January 4, 2023
    - 9.6 Family & Community Support Services Board Meeting Minutes – January 12, 2023
    - 9.7 City of Lacombe Highlights – January 23, 2023
    - 9.8 County of Lacombe Highlights – January 26, 2023
  10. **Round Table Discussion**

None
  11. **Adoption of Minutes**
    - 11.1 Minutes from the Special Meeting of Council on January 20, 2023
    - 11.2 Minutes from the Regular Council Meeting on January 24, 2023
  12. **Notices of Motion**

None
  13. **Business for the Good of Council**

None
  14. **Confidential**

None
  15. **Adjournment**
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***Future Meetings/Events:***

- Regular Meeting – February 28, 2023
- Regular Meeting – March 14, 2023

**MEETING DATE:** February 14, 2023

**PREPARED BY:** Darolee Bouteiller, Finance Manager

**PRESENTED BY:** Darolee Bouteiller, Finance Manager

**SUBJECT:** **2024 Budget Planning Timeline**

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## **BACKGROUND**

A preliminary budget schedule with suggested timelines and activities is being provided for Council's review and consideration (*attached*). The annual budget for the Town of Blackfalds consists of the 2024 Operating Budget with a three-year forecast and a 2024 Capital Budget with a ten-year Capital Plan. Also, included in the Budget Timeline is the Public Engagement component of budgeting. The Budget processes include planning, developing, training, approval, endorsement, and communication phases.

Council will be proactive throughout the budget process, give direction, endorse, and approve segments as required to move forward on the process. Administration's responsibilities are to develop the Budget based on the Council priorities, strategic plans, and MSP.

## **DISCUSSION**

The final Budget will be prepared using the custom-built reports from Questica, presented in a PDF format. This budget schedule follows the Budget Planning Policy and Procedures and ensures both Council & Administration have a schedule to move forward with approvals and endorsements throughout the process. This schedule highlights both Capital (light blue) and Operating Budget (light green), Public Engagement Activity timeframes for planning, reviews, and approvals at all levels. This timeline takes into consideration the availability of Administration and Council, upcoming conferences, Regular Council Meetings and Standing Committee Meeting dates.

Council will establish budget priorities, set assumptions, and give general budget direction at the pre-Council meeting scheduled for August 8. Following the guidance set by Council at this meeting, Administration will develop the budget and conduct reviews of each department. The balanced budget will move ahead with Director and CAO endorsement by September 22. In preparation for the Budget Workshop, the draft Operating Budget will be compiled and delivered to Council on September 29. A complete review of the budget will be conducted with Council and Administration at the Budget Workshop on October 27<sup>th</sup> and 28<sup>th</sup>.

The Draft Operating Budget will reflect consideration and outcomes from the workshop and be presented to Council for Draft approval on November 14, 2023, Regular Council Meeting. Followed by the Final Approval of the 2024 Operating Budget at the Regular Council Meeting on December 12, 2023.

This year Capital planning discussions will take place throughout July and August. Budget development will continue throughout September, with CAO & Director endorsement by September 30. A draft of the Capital Budget and Ten-year Plan 2024-2033 will be reviewed with Council at the November 14 Regular Council Meeting, with final approval scheduled for November 28 Regular Council Meeting.

A new component of budget planning is to invite Town supported services to attend a Standing Committee Meeting as a delegation to make presentations and validate Town support. This is scheduled for September 18, 2023.

Public engagement is an important part of Budget preparations and helps to provide a better understanding of community priorities. Council will have an opportunity to engage with the public with an online survey and by attending the Community Information Expo on September 13. An in-house budget survey will be conducted from August 28 to September 17. This will overlap with the Community Information Expo to capitalize on survey participation. We intend to have the survey results finalized with a report brought back to Council at the September 26<sup>th</sup> Regular Council Meeting.

### **FINANCIAL IMPLICATIONS**

Sections 242 and 245 of the *Municipal Government Act* (MGA) require that Council must adopt an operating budget and capital budget for each calendar year by January 1. The Budget is a core document that provides financial guidance and information to staff regarding how Council wishes to manage the operations of the municipality to implement its policies and programs.

### **ADMINISTRATIVE RECOMMENDATION**

1. That Council accepts the recommendations of Administration to approve the 2024 Budget Timeline as presented.

### **ALTERNATIVES**

- a) That Council does not accept the recommendations of Administration to approve the 2024 Budget Timeline.
- b) That Council provide options for changes in the recommended Budget Timeline, that administration would be able to accommodate in the schedule.
- c) That Council refer this back to Administration for further review.

### **ATTACHMENTS**

- *The Budget Process Timelines for the 2024 Operating Budget and Capital Plan*

### **APPROVALS**

  
\_\_\_\_\_  
CAO Myron Thompson  
\_\_\_\_\_  
Department Director/Author

**Town of Blackfalds**  
**2024 Budget Preparation Timeline**

Activity	Details	Budget Phase		Feb-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
Budget Timeline	Finance to Present 2024 Budget Timeline to Council for approval	Planning	RCC	14											
COFFEE WITH COUNCIL	New suggestion for Council Budget Engagment event - more discussion regarding capacity where and when.														
Operating Budget - Preliminary	Staffing Plan Discussions - recommend several meeting June, July with final decisions no later than Aug 31	Planning	Adm.		30	31	31								
Staffing Updates in Questica	Update: Staffing positions and roles in Questica	Develop	Adm.		30 -	31									
Questica Training	Give Budget Managers, Directors and CAO , and staff Questica refresher Offer several days Aug 15, 16 & 22.	Training	Workshop			24,25									
Operating Budget - Preliminary Work	Finance - Set up Costing Centres with established Insurance, Utilities, Telephone, Debenture Debt & Interest, etc. Complete for August 15	Develop	Adm.			31									
Public Engagement - Survey	Prepare the survey questions	Endorse	RCC				8								
Operating Budget - Preliminary	Utility Rates Discussions with CAO & Director of Infrastructure & Planning based on Utility Rate Model Review.	Planning	Adm.			31	31								
Public Engagement - Survey	Survey to take place Aug 28 - Sept 17	Conduct	Adm.				28	17							
Capital Budget Planning	Finance to review the 10 Year Capital Plan with Directors and Managers. Various meetings throughout the months, adjust priorities, timelines and project scope of the 10 year capital Plan. (Timeline extended to accommodate vacation schedules for CAO and Directors)	Develop	Adm.			1st -	31								
Budget Assumptions To Council	Pre-Council Meeting for Council to give general budget direction. Council to set priorities, focus areas and give general budget direction. Pre- Council Meeting 5 -7 (dinner @ 5 meeting 5:30)	Planning	Pre Council Meeting				8								
Operating Budget - Preparation	Rollout Budget Manager access; Enter budgets into Questica for 2024-2025. To be completed August 31	Develop	Departments				1-31								
Public Engagement - Community Information Expo	Arrange a booth for council at community expo.	Develop	Adm.					13							
Invite Town Supported Services to attend Sept SCC as a delegation - to validate support requirements	NEW - this idea came out of Budget workshop - include Library, Historical Society, Food Bank, Victim Services - 20 min. presentation at September Standing Committee	Endorse	SCM					18							
Operating Budget - Balance	Finance to balance operations budget, make revisions requested by Directors, Final Review - CAO Endorsement	Endorse	CAO					22							
Operating Budget - Review	Finance to review Budgets with Managers, Directors & CAO	Develop	Adm.					1-22							
Public Engagement Report to Council	Report back to council the results of the on-line Survey	Develop	RCM					26							
2024 DRAFT - Operating Budget	Make available Copies of the Draft Operating Budget for CAO, Directors and Council for Budget Workshop	Communicate	Adm.					29							
Operating Budget - Preliminary	Utility Rates Discussions with CAO & Director of Infrastructure & Planning	Endorse	Adm.					30							
Operating Budget - Preliminary	Staffing Plan Approvals with CAO, Directors & HR	Endorse	Adm.					30							
Capital Budget - CAO Review	Finance to prepare, alter and rebalance the changes to the 10 Year Capital Plan based on discussions	Endorse	CAO					30							
COUNCIL - Questica Training	Give Mayor & Council training on using Questica ( pre - Council meeting.	Training	Pre Council Meeting						10						

## Town of Blackfalds

### 2024 Budget Preparation TimeLine

Activity	Details	Budget Phase		Feb-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
Budget Workshop with Council	Detailed Review Operating Draft Budget with Council & Capital Plan discussions - Begins Friday Evening (dinner) and Saturday (continental Breakfast & lunch)	Endorse	Workshop						27-28						
Capital Budget - Draft Review	Review Capital Budget and Ten year Capital Plan with Council	Endorse	RCM							14					
2024 DRAFT - Operating Budget	Make Changes as required based on the outcomes of the Budget workshop for council to review.	Endorse	RCM							14					
Adoption of 2024 - 2033 Capital Plan - Town of Blackfalds	Council approval of the Ten year Capital Plan and 2024 Capital Budget	Approval	RCM							28					
Final Operating Budget	Council to Approve 2024 Operating Final Budget	Approval	RCM								12				
2024 Final Budget	Post - Final Operating Budget on the Website, and Distribute to staff as required	Communicate	Adm.								29				
2024 Final Capital Budget	Post Final Capital Budget on Website on or before Dec 31	Communicate	Adm.								29				
2024 - Spring Adjustments Operating Budget	Last day to consider Spring Adjustments for 2024 Final Operating Budget	Develop	Adm.											9	
2024 - Spring Adjustments Operating Budget	Council approval for Spring Adjustments (if required)	Approval	RCM											23	
2024 Spring Adjustments - Operating Budget	Post - 2024 Spring Adjustments (if Required) on Website, and make available to staff as required	Communicate	Adm.											30	

Capital Plan

Operating Plan

Conferences:

AUMA Conference - Sept 27-29

GFOA Conference - May 14-17

**MEETING DATE:** February 14, 2023

**PREPARED BY:** Laura Thevenaz, Infrastructure Services Manager

**PRESENTED BY:** Laura Thevenaz, Infrastructure Services Manager

**SUBJECT:** **Lorne Avenue Rehabilitation Project & Pavement Management Study Update**

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## **BACKGROUND**

### **Lorne Avenue Rehabilitation Project**

During the 2023 Budget deliberations, funds of \$300,000 to complete the yearly annual pavement improvements were allocated. This \$300,000 must account for all project-related expenses such as engineering, sidewalk improvements, survey, construction, underground utility inspections and upgrades (where required).

As part of the 2022 Pavement Management Study Capital Project, the Town's engineering consultant, Stantec, undertook a comprehensive field study to measure the condition of roadways throughout the Town. In December 2022, the raw field data results were provided to Administration to assist in the selection of a roadway for rehabilitation under the 2023 Capital Program. Each roadway segment was assigned a PQI number based on the severity, extent and type of defect found. The lower the PQI score, the lower the number of defects; conversely, the higher the PQI score, the higher the defects.

After a careful review of the field data results and deliberation, the block of Lorne Avenue between Minto Street and Moore Street was selected because it was the only roadway rehabilitation that could be conducted within the allocated \$300,000. The following important factors were considered in the selection of Lorne Avenue for the 2023 Capital Project:

1. The roadway has one of the highest Pavement Quality Index (PQI) scores.
2. The area sees very high vehicle and pedestrian traffic being adjacent to the school.
3. Both the roadway and curb and gutter are known to be in poor condition.
4. There are known stormwater drainage issues at the corner of Lorne Avenue and Minto Street that require repairs.
5. The roadway does not have any underground stormwater infrastructure requiring inspection and upgrade.
6. The results of the ground penetrating radar study undertaken as part of the pavement management study found the asphalt thickness (40mm) and granular base thickness (215mm) of the roadway do not meet current engineering standards of 75mm and 350mm, respectively.
7. The sanitary sewer main was inspected in January and was found to require only minor repairs.
8. Given the age of the water infrastructure with no history of main breaks, or other repairs or maintenance, no further upgrades to water infrastructure are required.

## **DISCUSSION**

The preliminary scope of the Lorne Avenue Rehabilitation Project will include a full roadway rehabilitation with asphalt and granular base removal and replacement, full replacement of curb and gutter (where required), replacement of sidewalks, and installation of new asphalt approaches between the front of sidewalk and back of curb (as per Land Use Bylaw).

As specified in the *Land Use Bylaw, 3.20.1 General Parking and Loading Provisions (g)*:

*All Off-Street Parking areas, where entered onto by a paved Road, shall be Hard Surfaced as defined in this Bylaw.*

To meet this Land Use Bylaw requirement, the Town, at its expense, is proposing to pave the portion of driveway within the boulevard on Town property from the front of the sidewalk to the curb and gutter. The Town will be communicating with those residents directly to undertake this work.

## **Timelines**

Due to its proximity to a school, Lorne Avenue is a busy roadway that sees high pedestrian and vehicle traffic. Because of this, construction must occur outside of the school year during July and August. Upon approval from Council, design, tendering and communications with affected residents requiring driveway asphalt upgrades will commence immediately. Given the tight schedule for construction, these activities must occur in a timely manner to ensure construction can occur within the school summer break period.

## **Pavement Management Study Update**

As part of the 2022 Capital Budget, \$110,000 of funding was approved to conduct a pavement quality study. As presented to Council on March 22, 2022, Administration has moved forward with procuring Stantec Engineering to conduct this study at a cost of \$83,424. Stantec is considered a leader in pavement condition studies and has state of the art technology. Depending on road age and type, different techniques are used to assess visual condition index, ride comfort index, and structural adequacy index, and then assign a pavement quality index (PQI) value.

The first of the field data collection commenced in May 2022 and was completed in September. Since then, the field data has been processed and the raw data results provided to the Town. In December 2022, the Town held a workshop with numerous Town staff and Stantec project staff to discuss current asphalt repair techniques, and future repair and/or rehabilitation strategies. The results of this workshop will be used to develop a decision tree in the final report that identifies treatment types or rehabilitation based on specific criteria (including PQI). A follow-up meeting was held in January to review results of the decision tree workshop and identify final changes. Overall, the condition of the Town's roadway network had a high average PQI score. It is anticipated the final report will be delivered in late February/early March 2023, with the results presented to Council shortly after.

## **FINANCIAL IMPLICATIONS**

None at this time. Administration will bring forward a Request for Decision for the Lorne Avenue Rehabilitation Project after tendering and evaluation is complete to award the project to the successful proponent.

**ADMINISTRATIVE RECOMMENDATION**

1. That Council approve the selection of Lorne Avenue for the pavement rehabilitation project under the approved 2023 Capital Budget.


**ALTERNATIVES**

- a) That Council does not approve the selection of Lorne Avenue for the pavement rehabilitation project under the approved 2023 Capital Budget.
- b) Refer back to Administration for more information.

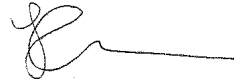
**ATTACHMENTS**

- *Appendix A: Proposed 2023 Capital Pavement Program – Lorne Avenue Rehabilitation*

**APPROVALS**



CAO Myron Thompson



Department Director/Author





Appendix A:  
Proposed 2023  
Capital  
Pavement  
Program - Lorne  
Avenue  
Rehabilitation

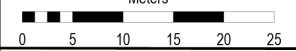
Legend

 Project Area

Final scope to  
be based on  
engineering &  
budget



Meters



Scale: 1:750

NW34 39-27	NE34 39-27	NW27 39-27	NE35 39-27	NW36 39-27	NE36 39-27
SW34 39-27	SE34 39-27	SW35 39-27	SE35 39-27	SW36 39-27	SE36 39-27
NW27 39-27	NE27 39-27	NW26 39-27	NE26 39-27	NW25 39-27	NE25 39-27
SW27 39-27	SE27 39-27	SW26 39-27	SE26 39-27	SW25 39-27	SE25 39-27
NW22 39-27	NE22 39-27	NW23 39-27	NE23 39-27	NW24 39-27	NE24 39-27

Date: 06/02/2023

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**MEETING DATE:** February 14<sup>th</sup>, 2023

**PREPARED BY:** Myron Thompson, Chief Administrative Officer

**PRESENTED BY:** Myron Thompson, Chief Administrative Officer

**SUBJECT:** **Integrity Commissioner Consulting Service**

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## **BACKGROUND**

The Town of Blackfalds, through a Request for Proposal process undertaken in 2022, secured the service of a consultant to undertake a Council Code of Conduct investigation. A secondary service that was provided in the firm's formal proposal was for service pertaining to the role of a Local Integrity Commissioner on a time and material basis.

## **DISCUSSION**

The role of Local Integrity Commissioner is to act independently of Council and Administration to support a transparent and impartial process in key aspects relating to making recommendations and improvements to the Council Code of Conduct Bylaw. Their role would also include supporting members of Council in the performance of their functions and procedures relative to their governance role, providing advice and rulings on ethical challenges and issues, and completing investigations of complaints and alleged breaches of the Council Code of Conduct Bylaw.

The understanding of the consultant is that initiation of actions undertaken in the Integrity Commissioner role would be actioned through Administration. This process has not been formally addressed previously to Council and recent discussions with Council indicated a desire of Council to have the ability for Council members to be able to contact the Integrity Commissioner directly to act on matters outlined in the role of the Integrity Commissioner. For this reason, this matter is before Council to seek direction to update and formalize the process.

Funding for this activity will fall under Legislative Services with budget amounts determined and included through the spring budget adjustment process. There will also be a need to have a standardized form created that would be utilized to initiate the process to be undertaken by the Local Integrity Commissioner.

## **FINANCIAL IMPLICATIONS**

Tracking budgetary costs will have to be further determined to ensure financial oversight by Administration.

## **ADMINISTRATIVE RECOMMENDATION**

- |  |
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| <ol style="list-style-type: none"><li>1. That Council directs Administration to make determined changes in the process to activate the role of the Local Integrity Commissioner in assisting with Council performance functions.</li></ol> |
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**ALTERNATIVES**

- a) That Council retains the current process as status quo.

**APPROVALS**



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CAO Myron Thompson

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Department Director/Author

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**MEETING DATE:** February 14, 2023

**PREPARED BY:** Ken Morrison, Emergency Management and Protective Services Manager

**SUBJECT:** **Enforcement and Protective Services Monthly Report - January 2023**

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## **BACKGROUND**

Administration provides Council with monthly updates for activity from the Town's Municipal Enforcement, Fire Services, OHS, Emergency Management and RCMP.

## **DISCUSSION**

The attached documents are a combination of activities occurring during the month of January for Municipal Enforcement, Fire Services, RCMP and Emergency Management.

## **ATTACHMENTS**

- *Protective Services Monthly Report January 2023*
- *Municipal Enforcement Incident Count, January 2023*
- *RCMP Five Year Crime Stats*
- *RCMP Municipal December at a Glance/Crime Gauge*

## **APPROVALS**



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CAO Myron Thompson



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Department Director/Author

## **Protective Services**

### **Town of Blackfalds Municipal Enforcement:**

During the month of January, the department while time permitting has been proactively enforcing bylaw infractions related to lack of snow removal from sidewalks, abandoned vehicles, illegal parking along with assisting Public Works in snow removal. Several tickets have been issued to businesses and residents that have been non-compliant with shoveling their sidewalks. In most instances where tickets have been issued, they had been given time to remedy the situation but have not complied or are repeat offenders.

We continue to see illegal parking around the Eagle Builders center, with some vehicles blocking driveways, tickets being issued, and vehicles towed when appropriate. During the month of January 8 vehicles were towed, due to TSA infractions or street snow removal.

Municipal Enforcement officers currently work shifts which cover from 6:00 am in the morning to 12 midnight. Officers currently work 10-hour shifts, dayshifts starting at 6:00 am, mid-days starting at 10:00 am and evenings which start at 2:00 pm, with the manager working from 07:30 am to 5:00 pm. Efforts are made to ensure an officer is working most days; however, this is not always possible, due to court, special events, other duties, and holidays. When officers are not working if matters are urgent, the call center will advise callers to contact the RCMP (who operate 24/7). If matters are not urgent an email is sent to Municipal Enforcement and the next officer on shift handles that call. Scheduling has been put in place to cover the traditional busy times. On average most calls come in on Mondays or Fridays, and during the daytime, usually from 06:30 am to 08:30 am, and between 3:30 pm to 7:30 pm. Officers respond as soon as practical to complaints which come in (usually within 15 minutes), keeping in mind, officers are often conducting traffic stops, ensuring school zone safety, assisting with snow removal, special events and other activities.

Public Works continued snow clearing through January officers' schedules were adjusted to accommodate these days. Municipal Enforcement has continued to phone vehicle owners, however, knocking on resident doors is no longer being done unless there are extenuating circumstances (e.g.: in car computer issues). During snow removal 9 violation tickets were issued for vehicles disobeying signage, with some vehicles being towed as well.

Officers continue to focus on school zones time permitting, we have seen a marked decrease in vehicles passing school busses with red lights flashing.

Throughout January officers opened 59 investigational files, 23 of these related to the Traffic Bylaw, 21 of which were failure to clear sidewalks, 6 abandoned vehicles, 4 parking complaints, 8 Animal Control investigations, 7 files related to assisting other agencies or departments. The remaining 11 were related to driving complaints, vandalism, thefts, suspicious persons and one under the Land use bylaw.

Officers have continued to work together with the School Resource officer, on concerns arising in the community. Municipal Enforcement is also playing an active role in the Youth Action Coalition group, and will continue to do so as it moves forward.

169 Violation tickets were written during the month, for a total of \$33,415.00. 22 violation tickets were issued under Municipal Bylaws, with the remaining ones being issued under provincial regulations or acts, see chart below.

Violation tickets issued.

	ACT	Tickets	Fine Total	Average Fine
1.	Traffic Safety Act	100	\$21,739.00	232.85
2.	Vehicle Equipment Reg.	18	1,782.00	99.00
3.	Use of Highway & Rules of the Road Reg.	18	5,022.00	279.00
4.	Operator Licensing & Vehicle Control Reg.	6	972.00	162.00
5.	Gaming Liquor and Cannabis Reg.	3	360.00	120.00
6.	Environmental Protection & Enhancement Act.	1	120.00	120.00
7.	Traffic Bylaw 1232/19	22	3,300.00	150.00
8.	Tobacco, Smoking and Vaping Reduction Act	1	120.00	120.00

**CPTED (Crime Prevention Through Environmental Design) RDP Student Project:**

On January 20<sup>th</sup>, the department met again with college representatives and some of the students that will be involved in this project. It is expected they will begin the project in mid-February. The students will be focussing on areas and concerns in the community that have been identified through enforcement, such as the Abbey Center, Eagle Builders Center, parks within the community and other areas within the town. At the end of the research, they will be providing Council with a full report on the results of their studies, likely in early April or late March.

- Municipal Enforcement Month End Report attached.

**Blackfalds Fire Rescue**

During the month of January, the three new recruits have been receiving mentoring on Monday evenings, this has allowed them to still take part in Wednesday evening training. January, the department has gone back to the basics starting with communications.

The department received a new tool recently “a battery powered pedal cutter rescue tool”, which will be used to cut items in cramped spaces, such as brake pedals. With electric vehicles on the rise fire has responded to accidents where EV's are involved. Two “Emergency Plugs” which plug into the EV charging port and disable the motor ensuring it can not move have been purchased to combat some of the unique safety concerns responders have with EV's.

The department is in the process of demonstrating different manufacturers of Rescue tools as part of our Capital purchases this spring.

The department is now up to 30 paid per call members, three new Recruits brought on last year have started their NFPA 1001 Level 1 training on Tuesday evenings, this will go until the end of June. Along with Tuesday evenings they will also have to devote a few weekends for this training.

During the month of January (2023), the department responded to Eleven incidents.

A summary of the types of incidents for January is included.

**Fire Department – January 2023 – INCIDENT SUMMARY – PAGE 1 of 1**

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0001	7	Alarm	202301071636	Corp Limits	Yes	Yes
0002	8	Alarm	202301081721	Corp Limits	N/A	N/A
0003	11	Motor Vehicle Incident	202301111125	Lacombe County	N/A	N/A
0004	11	Motor Vehicle Incident	202301111144	Lacombe County	N/A	N/A
0005	15	Alarm	202301151848	Lacombe County	N/A	N/A
0006	19	Medical	2023191630	Corp Limits	N/A	N/A
0007	21	Motor Vehicle Incident	202301210149	Lacombe County	N/A	N/A
0008	21	Motor Vehicle Incident	202301211400	Corp Limits	N/A	N/A
0009	23	Alarm	202301231134	Corp Limits	N/A	N/A
0010	23	Alarm	202301232021	Corp Limits	N/A	N/A
0011	31	Motor Vehicle Incident	202301311935	Corp Limits	N/A	N/A

## **Occupational Health & Safety**

Occupational Health and Safety is continuing to communicate with the departments to determine which the training needs of each, to ensure compliance.

## **RCMP**

Blackfalds RCMP Detachment municipal statistics are attached to this report.

The **RCMP Integrated Traffic Unit** assisted the Blackfalds RCMP in a few cases throughout the month of January. They continue to provide patrols through the town doing traffic enforcement when possible and working closely with the Blackfalds RCMP as well as Municipal Enforcement officers.

## **Emergency Management**

On January 26<sup>th</sup> LREMP met along with our AEMA representative Brian Boutin, reviewing the Emergency management work over the past year to ensure compliance.

Four employees are scheduled to attend ICS 400 training in February, along with this we have seen a huge increase in compliance in all departments in completing ICS 100 and the BEM course.

Ken Morrison

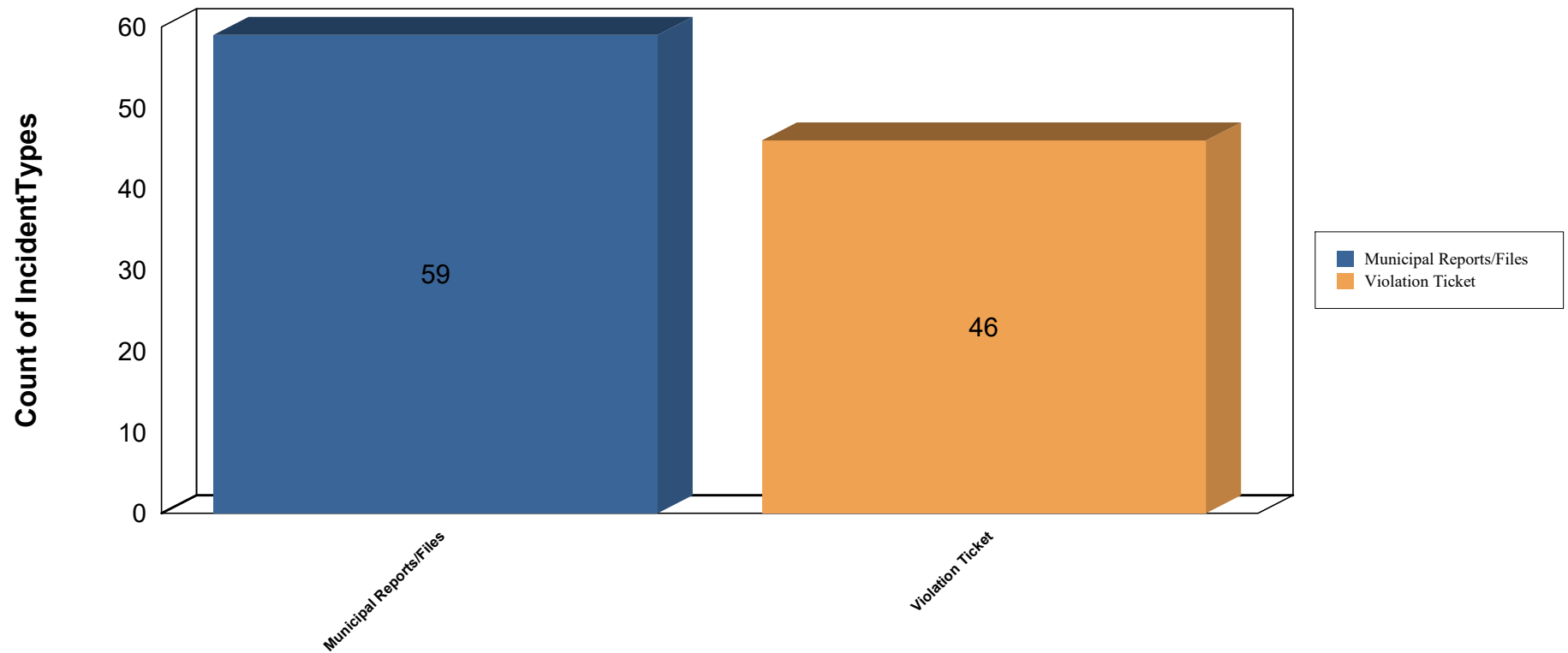
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Emergency Management & Protective Services Manager

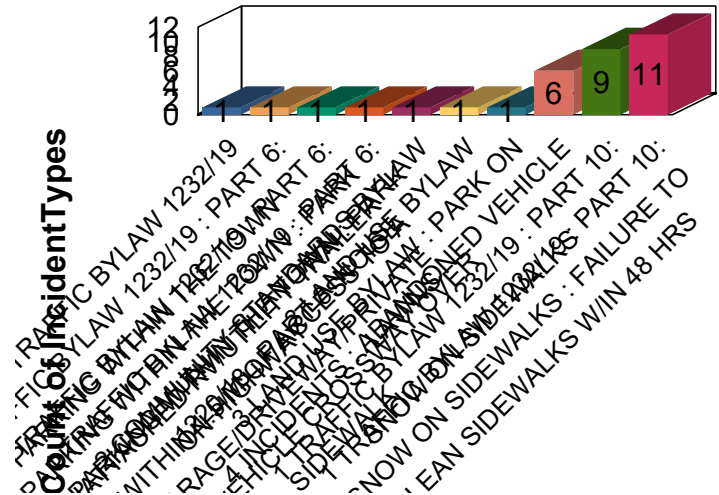
Town of Blackfalds.



## Count of Reports Completed



# Count of Incident Types



- 1 TRAFFIC BYLAW 1232/19
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 1.5 M OF ACCESS TO A GARAGE/DRIVEWAY/PRIVATE ROAD/VEHICLE CROSSWAY OVER SIDEWALK
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE
- 3 LAND USE BYLAW
- 3 LAND USE BYLAW : PARK ON LAWNS
- 4 INCIDENTS : ABANDONED VEHICLE
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS
- 1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS

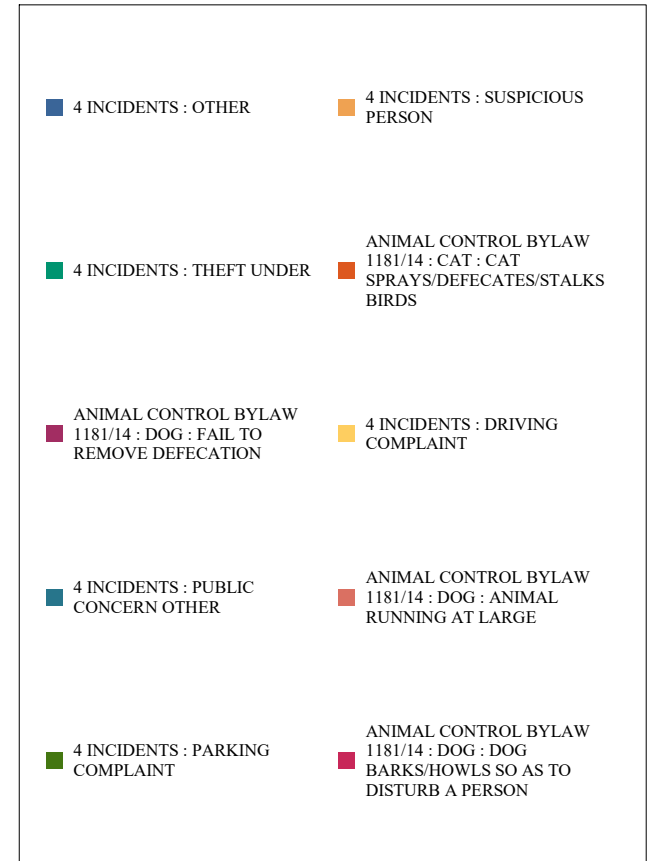
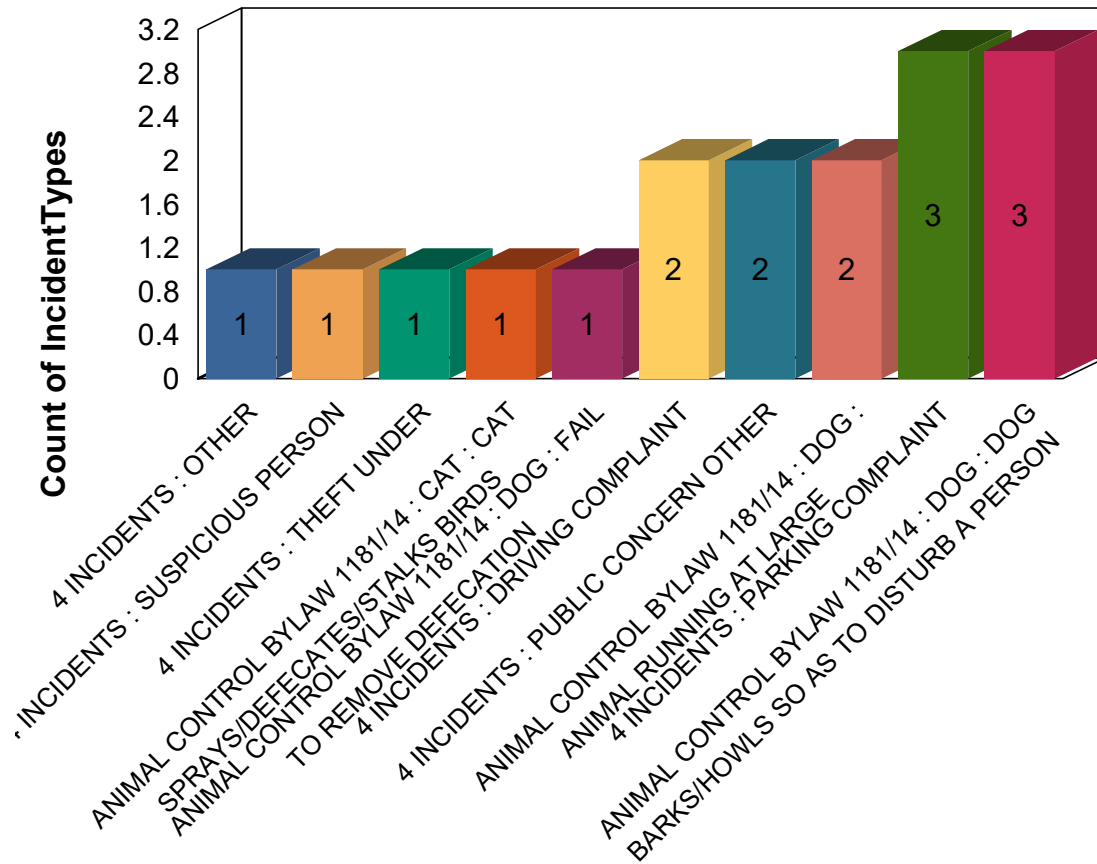
1.61% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19

1.61% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN

1.61% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY

1.61%	# of Reports: 1	Municipal Reports/Files	1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 1.5 M OF ACCESS TO A GARAGE/DRIVEWAY/PRIVATE ROAD/VEHICLE CROSSWAY OVER SIDEWALK
1.61%	# of Reports: 1	Municipal Reports/Files	2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE
1.61%	# of Reports: 1	Municipal Reports/Files	3 LAND USE BYLAW
1.61%	# of Reports: 1	Municipal Reports/Files	3 LAND USE BYLAW : PARK ON LAWNS
9.68%	# of Reports: 6	Municipal Reports/Files	4 INCIDENTS : ABANDONED VEHICLE
14.52%	# of Reports: 9	Municipal Reports/Files	1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS
17.74%	# of Reports: 11	Municipal Reports/Files	1 TRAFFIC BYLAW 1232/19 : PART 10: SNOW ON SIDEWALKS : FAILURE TO CLEAN SIDEWALKS W/IN 48 HRS

# Count of Incident Types



1.61% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : OTHER

1.61% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : SUSPICIOUS PERSON

1.61% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : THEFT UNDER

1.61% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : CAT : CAT SPRAYS/DEFECATES/STALKS BIRDS

1.61% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : FAIL TO REMOVE DEFECATION

3.23% # of Reports: 2 **Municipal Reports/Files** 4 INCIDENTS : DRIVING COMPLAINT

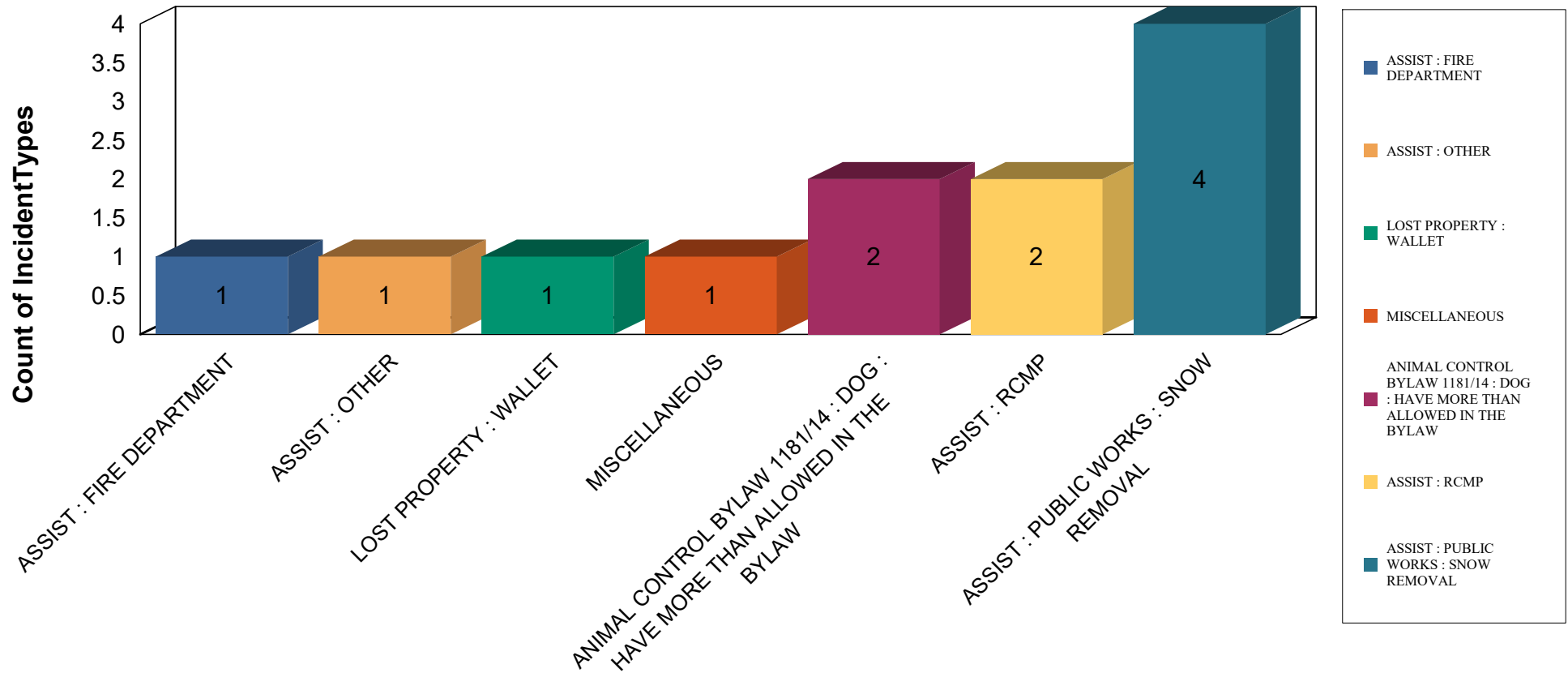
3.23% # of Reports: 2 **Municipal Reports/Files** 4 INCIDENTS : PUBLIC CONCERN OTHER

3.23% # of Reports: 2 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE

4.84% # of Reports: 3 **Municipal Reports/Files** 4 INCIDENTS : PARKING COMPLAINT

4.84% # of Reports: 3 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON

## Count of Incident Types



1.61% # of Reports: 1 Municipal Reports/Files ASSIST : FIRE DEPARTMENT

1.61% # of Reports: 1 Municipal Reports/Files ASSIST : OTHER

1.61% # of Reports: 1 Municipal Reports/Files LOST PROPERTY : WALLET

1.61% # of Reports: 1 Municipal Reports/Files MISCELLANEOUS

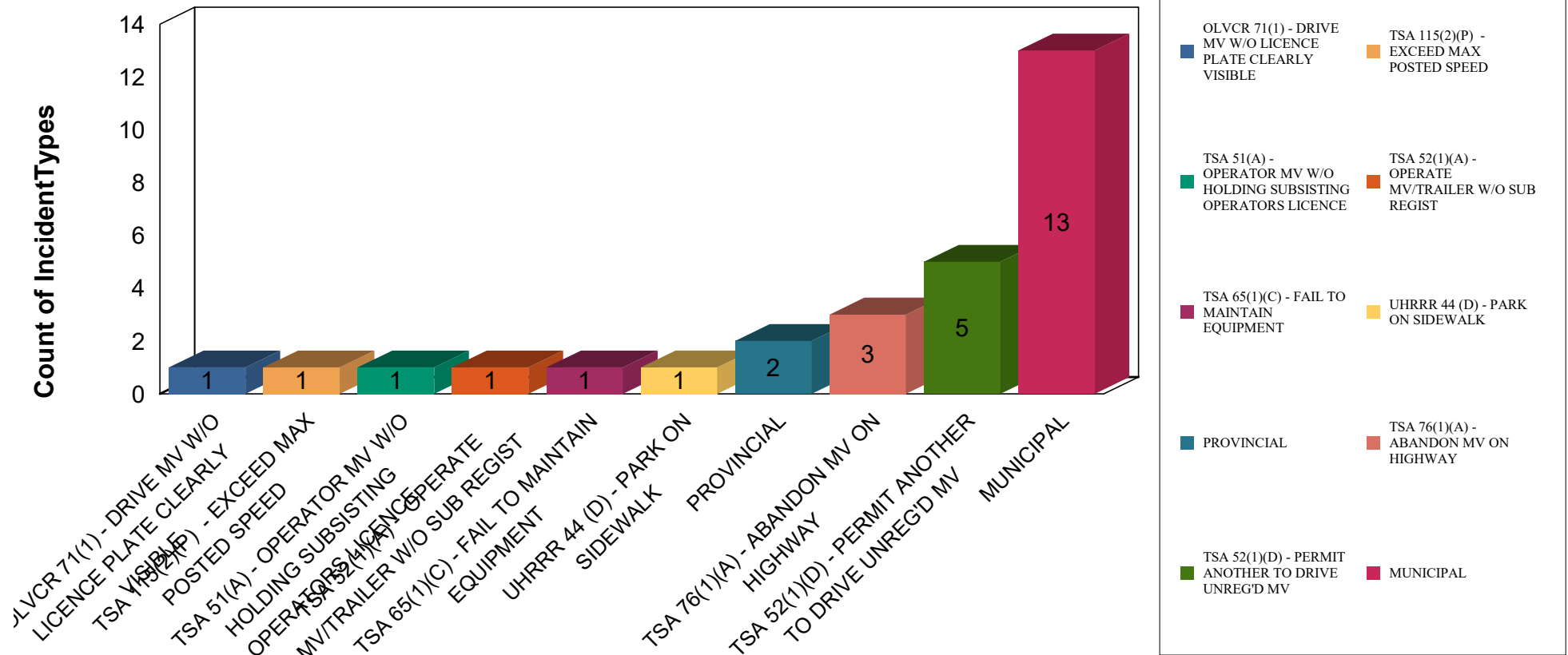
3.23% # of Reports: 2 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : HAVE MORE THAN ALLOWED IN THE BYLAW

3.23% # of Reports: 2 Municipal Reports/Files ASSIST : RCMP

6.45% # of Reports: 4 Municipal Reports/Files ASSIST : PUBLIC WORKS : SNOW REMOVAL

**Grand Total: 100.00% Total # of Incident Types Reported: 62 Total # of Reports: 59**

# Count of Incident Types



2.17% # of Reports: 1 Violation Ticket OLVCR 71(1) - DRIVE MV W/O LICENCE PLATE CLEARLY VISIBLE

2.17% # of Reports: 1 Violation Ticket TSA 115(2)(P) - EXCEED MAX POSTED SPEED

2.17% # of Reports: 1 Violation Ticket TSA 51(A) - OPERATOR MV W/O HOLDING SUBSISTING OPERATORS LICENCE



**2.17% # of Reports: 1 Violation Ticket** TSA 52(1)(A) - OPERATE MV/TRAILER W/O SUB REGIST

**2.17% # of Reports: 1 Violation Ticket** TSA 65(1)(C) - FAIL TO MAINTAIN EQUIPMENT

**2.17% # of Reports: 1 Violation Ticket** UHRRR 44 (D) - PARK ON SIDEWALK

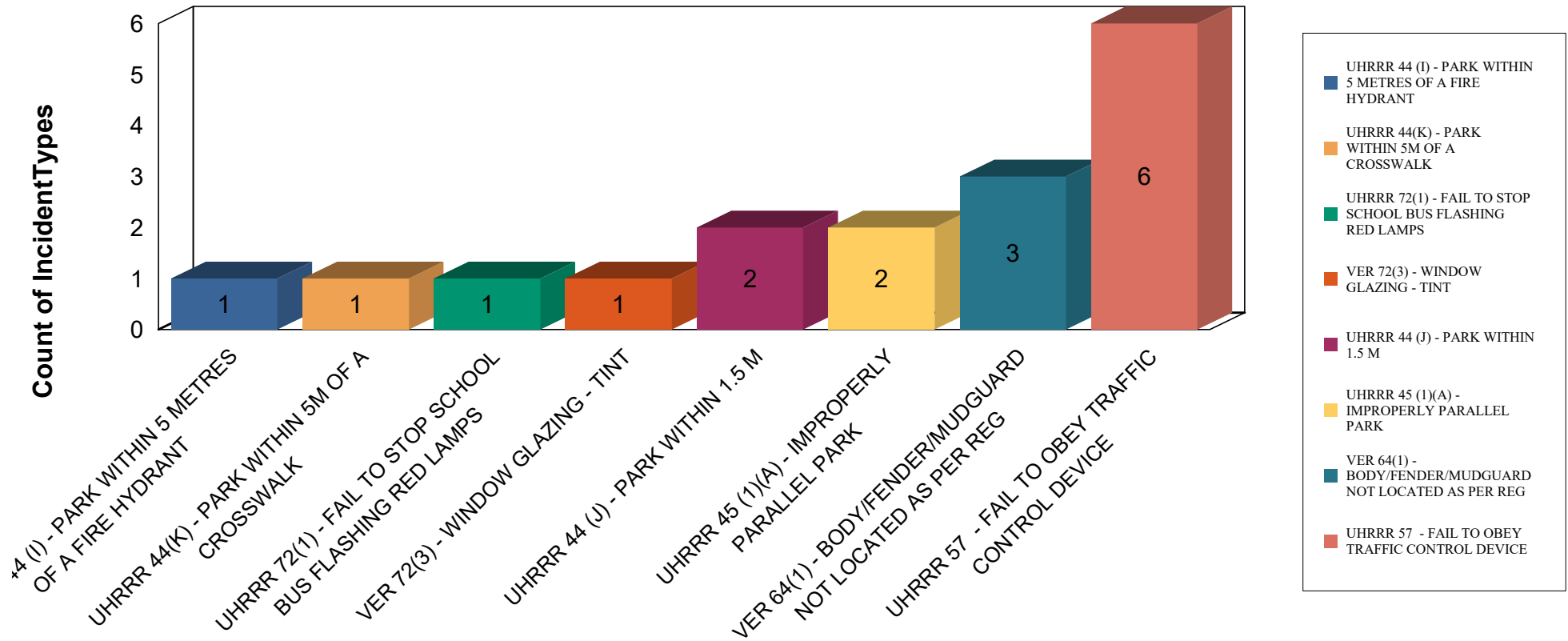
**4.35% # of Reports: 2 Violation Ticket** PROVINCIAL

**6.52% # of Reports: 3 Violation Ticket** TSA 76(1)(A) - ABANDON MV ON HIGHWAY

**10.87% # of Reports: 5 Violation Ticket** TSA 52(1)(D) - PERMIT ANOTHER TO DRIVE UNREG'D MV

**28.26% # of Reports: 13 Violation Ticket** MUNICIPAL

## Count of Incident Types



2.17% # of Reports: 1 Violation Ticket UHRRR 44 (I) - PARK WITHIN 5 METRES OF A FIRE HYDRANT

2.17% # of Reports: 1 Violation Ticket UHRRR 44(K) - PARK WITHIN 5M OF A CROSSWALK

2.17% # of Reports: 1 Violation Ticket UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS

2.17% # of Reports: 1 Violation Ticket VER 72(3) - WINDOW GLAZING - TINT

4.35% # of Reports: 2 Violation Ticket UHRRR 44 (J) - PARK WITHIN 1.5 M

4.35% # of Reports: 2 Violation Ticket UHRRR 45 (1)(A) - IMPROPERLY PARALLEL PARK

6.52% # of Reports: 3 Violation Ticket VER 64(1) - BODY/FENDER/MUDGUARD NOT LOCATED AS PER REG

13.04% # of Reports: 6 Violation Ticket UHRRR 57 - FAIL TO OBEY TRAFFIC CONTROL DEVICE

**Grand Total: 100.00% Total # of Incident Types Reported: 46 Total # of Reports: 46**

**Grand Total: 100.00% Total # of Incident Types Reported: 108**



## Blackfalds Municipal Detachment Crime Statistics (Actual) January to January: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		0	1	1	1	0	N/A	-100%	0.0
Other Sexual Offences		0	0	0	0	1	N/A	N/A	0.2
Assault		2	4	4	4	2	0%	-50%	0.0
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	3	0	1	5	400%	400%	0.6
Uttering Threats		1	3	5	3	3	200%	0%	0.4
<b>TOTAL PERSONS</b>		<b>5</b>	<b>11</b>	<b>10</b>	<b>9</b>	<b>11</b>	<b>120%</b>	<b>22%</b>	<b>1.0</b>
Break & Enter		19	2	2	2	0	-100%	-100%	-3.8
Theft of Motor Vehicle		7	2	0	7	1	-86%	-86%	-0.7
Theft Over \$5,000		0	0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		16	7	8	5	2	-88%	-60%	-3.0
Possn Stn Goods		6	1	3	2	2	-67%	0%	-0.7
Fraud		4	3	2	0	7	75%	N/A	0.3
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	7	7	5	0	N/A	-100%	-0.2
Mischief - Other		9	3	1	3	2	-78%	-33%	-1.4
<b>TOTAL PROPERTY</b>		<b>61</b>	<b>25</b>	<b>23</b>	<b>25</b>	<b>14</b>	<b>-77%</b>	<b>-44%</b>	<b>-9.4</b>
Offensive Weapons		3	2	6	0	1	-67%	N/A	-0.6
Disturbing the peace		4	2	4	1	2	-50%	100%	-0.5
Fail to Comply & Breaches		7	3	2	3	2	-71%	-33%	-1.0
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>9</b>	<b>N/A</b>	<b>800%</b>	<b>1.4</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>14</b>	<b>12</b>	<b>16</b>	<b>5</b>	<b>14</b>	<b>0%</b>	<b>180%</b>	<b>-0.7</b>
<b>TOTAL CRIMINAL CODE</b>		<b>80</b>	<b>48</b>	<b>49</b>	<b>39</b>	<b>39</b>	<b>-51%</b>	<b>0%</b>	<b>-9.1</b>



## Blackfalds Municipal Detachment Crime Statistics (Actual) January to January: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	3	1	0	0	-100%	N/A	-0.7
Drug Enforcement - Trafficking		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		2	3	2	0	0	-100%	N/A	-0.7
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	2	N/A	N/A	0.4
<b>TOTAL FEDERAL</b>		2	3	2	0	2	0%	N/A	-0.3
Liquor Act		0	1	0	0	0	N/A	N/A	-0.1
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		3	8	5	5	10	233%	100%	1.1
Other Provincial Stats		12	8	10	9	2	-83%	-78%	-1.9
<b>Total Provincial Stats</b>		15	17	16	14	12	-20%	-14%	-0.9
Municipal By-laws Traffic		1	2	1	1	1	0%	0%	-0.1
Municipal By-laws		4	2	5	5	2	-50%	-60%	-0.1
<b>Total Municipal</b>		5	4	6	6	3	-40%	-50%	-0.2
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	1	1	2	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		13	13	3	17	9	-31%	-47%	-0.4
Property Damage MVC (Non Reportable)		1	1	1	0	0	-100%	N/A	-0.3
<b>TOTAL MVC</b>		14	15	5	19	9	-36%	-53%	-0.6
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	9	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		26	19	7	16	26	0%	63%	-0.3
<b>Other Traffic</b>		0	0	1	0	1	N/A	N/A	0.2
<b>Criminal Code Traffic</b>		1	2	3	1	2	100%	100%	0.1
<b>Common Police Activities</b>									
False Alarms		7	1	4	5	3	-57%	-40%	-0.4
False/Abandoned 911 Call and 911 Act		1	4	1	4	1	0%	-75%	0.0
Suspicious Person/Vehicle/Property		9	16	20	10	10	11%	0%	-0.4
Persons Reported Missing		2	2	4	0	0	-100%	N/A	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		9	19	10	12	10	11%	-17%	-0.5
Form 10 (MHA) (Reported)		0	0	2	2	0	N/A	-100%	0.2



## Blackfalds Municipal Detachment Crime Statistics (Actual) January: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		0	1	1	1	0	N/A	-100%	0.0
Other Sexual Offences		0	0	0	0	1	N/A	N/A	0.2
Assault		2	4	4	4	2	0%	-50%	0.0
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	3	0	1	5	400%	400%	0.6
Uttering Threats		1	3	5	3	3	200%	0%	0.4
<b>TOTAL PERSONS</b>		5	11	10	9	11	120%	22%	1.0
Break & Enter		19	2	2	2	0	-100%	-100%	-3.8
Theft of Motor Vehicle		7	2	0	7	1	-86%	-86%	-0.7
Theft Over \$5,000		0	0	0	1	0	N/A	-100%	0.1
Theft Under \$5,000		16	7	8	5	2	-88%	-60%	-3.0
Possn Stn Goods		6	1	3	2	2	-67%	0%	-0.7
Fraud		4	3	2	0	7	75%	N/A	0.3
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	7	7	5	0	N/A	-100%	-0.2
Mischief - Other		9	3	1	3	2	-78%	-33%	-1.4
<b>TOTAL PROPERTY</b>		61	25	23	25	14	-77%	-44%	-9.4
Offensive Weapons		3	2	6	0	1	-67%	N/A	-0.6
Disturbing the peace		4	2	4	1	2	-50%	100%	-0.5
Fail to Comply & Breaches		7	3	2	3	2	-71%	-33%	-1.0
<b>OTHER CRIMINAL CODE</b>		0	5	4	1	9	N/A	800%	1.4
<b>TOTAL OTHER CRIMINAL CODE</b>		14	12	16	5	14	0%	180%	-0.7
<b>TOTAL CRIMINAL CODE</b>		80	48	49	39	39	-51%	0%	-9.1



## Blackfalds Municipal Detachment

### Crime Statistics (Actual)

January: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	3	1	0	0	-100%	N/A	-0.7
Drug Enforcement - Trafficking		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>2</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>-100%</b>	<b>N/A</b>	<b>-0.7</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	2	N/A	N/A	0.4
<b>TOTAL FEDERAL</b>		<b>2</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0%</b>	<b>N/A</b>	<b>-0.3</b>
Liquor Act		0	1	0	0	0	N/A	N/A	-0.1
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		3	8	5	5	10	233%	100%	1.1
Other Provincial Stats		12	8	10	9	2	-83%	-78%	-1.9
<b>Total Provincial Stats</b>		<b>15</b>	<b>17</b>	<b>16</b>	<b>14</b>	<b>12</b>	<b>-20%</b>	<b>-14%</b>	<b>-0.9</b>
Municipal By-laws Traffic		1	2	1	1	1	0%	0%	-0.1
Municipal By-laws		4	2	5	5	2	-50%	-60%	-0.1
<b>Total Municipal</b>		<b>5</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>-40%</b>	<b>-50%</b>	<b>-0.2</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	1	1	2	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		13	13	3	17	9	-31%	-47%	-0.4
Property Damage MVC (Non Reportable)		1	1	1	0	0	-100%	N/A	-0.3
<b>TOTAL MVC</b>		<b>14</b>	<b>15</b>	<b>5</b>	<b>19</b>	<b>9</b>	<b>-36%</b>	<b>-53%</b>	<b>-0.6</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	9	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>26</b>	<b>19</b>	<b>7</b>	<b>16</b>	<b>26</b>	<b>0%</b>	<b>63%</b>	<b>-0.3</b>
<b>Other Traffic</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>N/A</b>	<b>N/A</b>	<b>0.2</b>
<b>Criminal Code Traffic</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>100%</b>	<b>100%</b>	<b>0.1</b>
<b>Common Police Activities</b>									
False Alarms		7	1	4	5	3	-57%	-40%	-0.4
False/Abandoned 911 Call and 911 Act		1	4	1	4	1	0%	-75%	0.0
Suspicious Person/Vehicle/Property		9	16	20	10	10	11%	0%	-0.4
Persons Reported Missing		2	2	4	0	0	-100%	N/A	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		9	19	10	12	10	11%	-17%	-0.5
Form 10 (MHA) (Reported)		0	0	2	2	0	N/A	-100%	0.2



## Blackfalds Municipal Detachment Crime Statistics (Actual) January to January: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

February 2, 2023

Category	Trend	2019	2020	2021	2022	2023	FLAG
<b>Theft Motor Vehicle (Total)</b>		7	2	0	7	1	Within Norm
Auto		0	0	0	3	0	Within Norm
Truck		5	1	0	3	0	Within Norm
SUV		0	1	0	0	1	Issue
Van		0	0	0	0	0	Within Norm
Motorcycle		0	0	0	0	0	Within Norm
Other		0	0	0	0	0	Within Norm
Take Auto without Consent		2	0	0	1	0	Within Norm
<b>Break and Enter (Total)*</b>		19	2	2	2	0	Within Norm
Business		5	0	0	1	0	Within Norm
Residence		11	1	2	1	0	Within Norm
Cottage or Seasonal Residence		0	1	0	0	0	Within Norm
Other		3	0	0	0	0	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		16	7	8	6	2	Within Norm
Theft from a motor vehicle		6	1	4	1	2	Within Norm
Shoplifting		0	3	0	0	0	Within Norm
Mail Theft (includes all Mail offences)		0	0	1	0	0	Within Norm
Theft of bicycle		0	0	1	0	0	Within Norm
Other Theft		10	3	2	5	0	Within Norm

Mischief To Property		9	10	8	8	2	Within Norm
Suspicious Person/ Vehicle/ Property		9	16	20	10	10	Within Norm
Fail to Comply/Breach		7	3	2	3	2	Within Norm
Wellbeing Check		4	4	5	6	8	Issue
Mental Health Act		3	8	5	5	10	Issue
False Alarms		7	1	4	5	3	Within Norm

Traffic	Trend	2019	2020	2021	2022	2023	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		0	0	1	0	1	Issue
Occupant Restraint/Seatbelt Violations*		0	0	0	0	0	Within Norm
Speeding Violations*		7	1	0	0	3	Within Norm
Intersection Related Violations*		2	1	0	3	1	Within Norm
Other Non-Moving Violation*		7	4	0	4	3	Within Norm
Pursuits**		0	0	1	0	0	Within Norm
Other CC Traffic**		1	0	1	1	0	Within Norm

\*\*"Actual" \*\*\*"Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.



All categories contain "Attempted" and/or "Completed"

February 2, 2023

[illegible]

All categories contain "Attempted" and/or "Completed"

February 2, 2023

[illegible]

All categories contain "Attempted" and/or "Completed"

February 2, 2023

[illegible]

All categories contain "Attempted" and/or "Completed"

February 2, 2023

[illegible]



## Strategic Analysis and Research Unit

## Blackfalds (Municipal) Crime Statistic Summary – January to January

2023-02-02

*Blackfalds (Municipal) – Highlights*

- **Break & Enters** are showing a -100.0% decrease when compared to the same period in 2022 (January to January). There were -2 fewer actual occurrences (from 2 in 2022 to 0 in 2023).
- **Theft of Motor Vehicles** decreased by -85.7% when compared to the same period in 2022 (January to January). There were -6 fewer actual occurrences (from 7 in 2022 to 1 in 2023).
- **Theft Under \$5,000** decreased by -60.0% when compared to the same period in 2022 (January to January). There were -3 fewer actual occurrences (from 5 in 2022 to 2 in 2023).

*Blackfalds (Municipal) – Criminal Code Offences Summary*

Crime Category	% Change 2022 – 2023 (January to January)
Total Persons Crime	22.2% Increase
Total Property Crime	44.0% Decrease
Total Criminal Code	0.0% Decrease

From January to January 2023, when compared to the same period in 2022, there have been:

- 2 more **Persons Crime** offences;
- 11 fewer **Property Crime** offences; and
- 0 more **Total Criminal Code** offences;

*Blackfalds (Municipal) – January, 2023*

- There were 1 **Thefts of Motor Vehicles** in January: 0 cars, 0 trucks, 0 minivans, 1 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 0 **Break and Enters** in January: 0 businesses, 0 residences, 0 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 9 **Provincial Roadside Suspensions** in January (9 alcohol related and 0 drug related). This brings the year-to-date total to 9 (9 alcohol related and 0 drug related).
- There were a total of 10 files with the **Spousal Abuse** survey code in January (January 2022: 12). This brings the year-to-date total to 10 (2022: 12).
- There were 107 files with **Victim Service Unit** referral scoring in Blackfalds Municipal: 9 accepted, 15 declined, 1 proactive, 0 requested but not available, and 82 files with no victim.

PROS Data pull 2023/02/02

The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.

## Blackfalds Municipal Crime Gauge

2023 vs. 2022  
January to January

### *Criminal Code Offences*



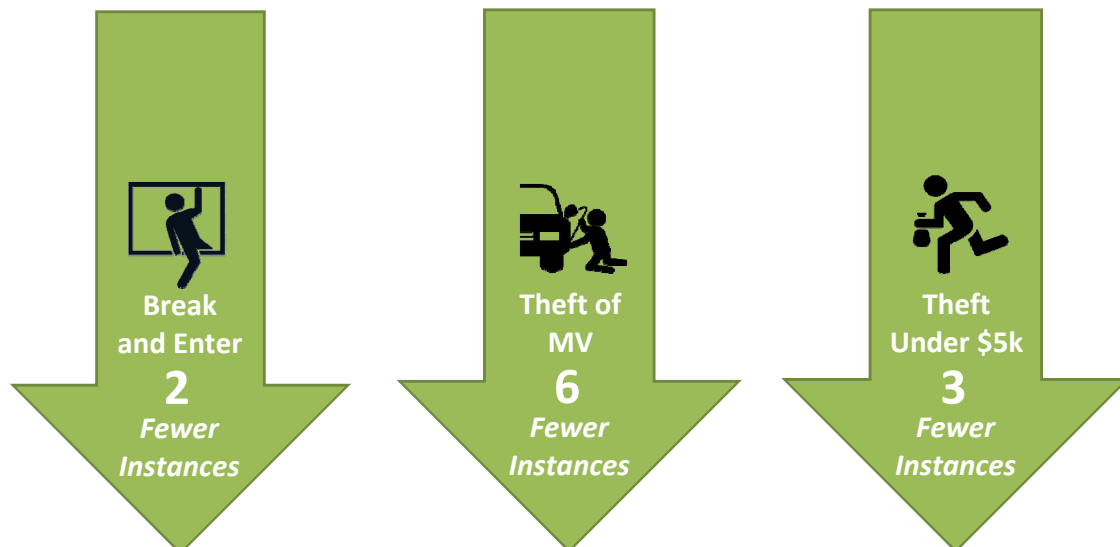
**Total  
Criminal Code  
Offences:**

**0%**

**Change**

When compared to  
January to January, 2022

### *Select Property Crime*



NOTE: If in both 2021 and 2022 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

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**MEETING DATE:** February 14, 2023

**PREPARED BY:** Jolene Tejkl, Planning & Development Manager

**SUBJECT:** **Development & Building Monthly Report – January 2023**

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## **BACKGROUND**

Attached is the January 2023 Development & Building Permit Report and Comparison for 2021-2023 year to date. We also have shown the comparison for the year-to-date figures for 2022 on the comparison report.

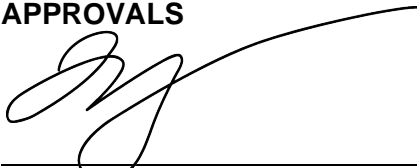
For Council's information, the "other" category captures the following types of residential permits:

- Shed
- Garage & deck. On occasion both a garage and deck will be applied for under the same development permit and when that happens, it will be captured as "other")
- Hot tub
- Ensuite addition to Master Bedroom. This type of development is not appropriate to capture under "addition" because it does not entail a structural alteration as it's changing the interior of the home
- Shed & deck. Occasionally these two developments will be applied for under the same development permit. When that happens, it will fall under "other"
- Grading permits

## **ATTACHMENTS**

- *January 2023 Development/Building Permit Report*
- *2021 – 2023 Development/Building Comparison Report*

## **APPROVALS**



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CAO Myron Thompson



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Department Director/Author

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File No.	Civic	District	Development	Decision (otherwise pending)	Date of Decision
1-23	97 Maclean Close	R-1M	Basement Reno	approved	23-Jan-23
2-23	121 Coachman Way	R-1L	SFD	approved	23-Jan-23
3-23	10 Coachman Way	R-1S	SFD	approved	23-Jan-23
4-23	53 Aztec Crescent	R-1S	Home Business	approved	16-Jan-23
5-23	29 Valmont Street	R-1M	Basement Reno		
6-23	4769 Aspen Lakes Boulevard	R-1M	Basement Reno		
7-23	5442 Vista Trail	R-1M	SFD		
8-23	Unit C 5112 Highway Avenue	C-2	Change in Occupancy - Beauty Studio		

	2021		2022		2023		January	
	Number of		Number of		Number of		Number of	
	Permits	Dollar Value	Permits	Dollar Value	Permits	Dollar Value	Permits	Dollar Value
Residential								
SFD	29	\$ 7,854,460.00	21	\$ 6,350,251.00	3	\$ 1,292,866.70	3	\$ 475,000.00
Duplexes	0	\$ -	4	\$ 800,000.00	0	\$ -	0	\$ -
Manufactured Home	0	\$ -	3	\$ 300,000.00	0	\$ -	0	\$ -
4-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	4	\$ 883,340.00	16	\$ 3,413,600.00	0	\$ -	6	\$ 1,014,000.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	33	\$ 8,737,800	44	\$ 10,863,851	3	\$ 1,292,867	9	\$ 1,489,000
Garage	15	\$ 471,000.00	25	\$ 942,000.00	0	\$ -	0	\$ -
Deck	4	\$ 18,500.00	9	\$ 68,010.00	0	\$ -	0	\$ -
Basement Reno	50	\$ 1,120,400.00	56	\$ 1,057,050.00	3	\$ -	6	\$ 90,500.00
Addition	1	\$ 25,000.00	1	\$ 200,000.00	0	\$ -	0	\$ -
Accessory Suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	26	\$ -	18	\$ -	1	\$ -	1	\$ -
Other	55	\$ 1,986,318.00	43	\$ 582,057.73	0	\$ 65,000.00	2	\$ 627,344.00
Commercial	27	\$ 738,735.00	35	\$ 7,420,100.00	1	\$ -	2	\$ -
Industrial	3	\$ -	3	\$ 12,093.75	0	\$ -	0	\$ -
Institutional	1	\$ 3,000.00	0	\$ -	0	\$ -	0	\$ -
Agricultural	2	\$ 25,000.00	0	\$ -	0	\$ -	0	\$ -
Public Facility	17	\$ 8,791,500.00	6	\$ 1,548,421.00	0	\$ -	0	\$ -
TOTAL PERMITS	234	\$ 21,917,253.00	240	\$ 22,693,583.48	8	\$ 1,357,866.70	20	\$ 2,206,844.00
General Yearly Notes:		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial				
		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office				

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**MEETING DATE:** February 14, 2023

**PREPARED BY:** Laura Thevenaz, Infrastructure Services Manager

**SUBJECT:** **BOLT KPI Report Information – January 2023**

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## **BACKGROUND**

In 2012, a Regional Transit Partnership was formed between the City of Red Deer (CRD), the Town of Blackfalds and the City of Lacombe to provide traditional public transit service between Red Deer, Blackfalds and Lacombe as well as local bus service within Blackfalds and Lacombe. Unfortunately, a notice of motion passed at the City of Lacombe Council meeting on September 23, 2020, ultimately ending the BOLT regional partnership and ceasing operational service on August 28<sup>th</sup>, 2020. Fortunately, the Town of Blackfalds was able to quickly move forward with the procurement of a service contractor, purchase of a wheelchair-accessible van and finalized an on-demand transit service model for our Town. This new BOLT 2.0 allows for a five-day service from 6:00 a.m. to 8:00 p.m. with many more boarding options for our residents and visitors within the Town and one stop at the Kingston Hub at the north end of Red Deer.

Since September 1, 2020, the Town of Blackfalds has been operating the new BOLT 2.0 service as an on-demand digital community commuter service. Our new service provider, application, schedule, ticket procurement and service stop maps have been working well over the course of this new service model. More information is available for riders and the public at the link below.

<https://www.blackfalds.com/living-here/bolt-transit>

Council has extended the pilot program by another year until August 31, 2023.

## **DISCUSSION**

The first page of the report shows the January stats and associated mapping, while the remainder of the pages outlines the trending comparison since start of the year. The data dates are highlighted in the white box on the left side of each sheet for reference.

At Council, when we were approved for the year extension, we brought forward options to add specific regional transit stops in Lacombe County and Red Deer Polytechnic. The BOLT service provider has conducted scenario analysis to determine optimal pick-up times for the three new transit stops.

As part of these three new stops, the Town worked closely with Eagle Builders, and Red Deer Polytechnic to secure access agreements and determine optimal pick up and drop off times to increase ridership. As of August 2, 2022, we are pleased to announce the three new stops, two in Aspelund Industrial Park, and one at Red Deer Polytechnic are available for use.

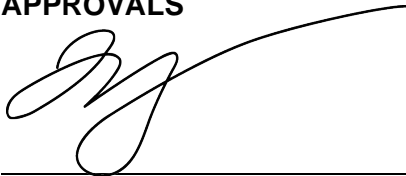
The Town is pleased to report that ridership numbers in January were again the highest since the start of the new BOLT service in September 2020. The Town has seen a significant increase in overall ridership with the Red Deer Polytechnic stop with 52 pickups, and 47 drop offs in January. The Red Deer Polytechnic stop is now the second most requested stop for the BOLT service, second to the Regional Hub stop in north Red Deer.



Over the next few months, the Town will be exploring options to provide a secondary transport vehicle during peak times to meet demand. Administration anticipates this service will pick up over the year, especially during summer months with increased temporary staffing at Eagle Builders.

**ATTACHMENTS**

- *January 2023 monthly report and yearly trending report*

**APPROVALS**

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CAO Myron Thompson

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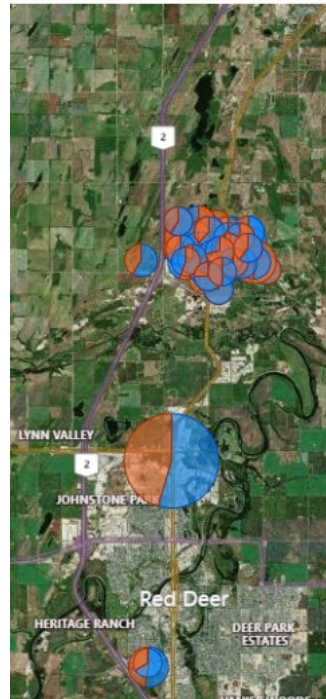
Department Manager/Author

## Monthly KPI Metric Summaries Report

### Blackfalds

Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)	# Unique Users That Experienced Failed Search	Passengers Per Vehicle Hour (PVH)
Jan 2023	55	9	46	11.0	682	604	69%	2.6	80%	4.9	0%	1	3%	3%	42	2.2
Dec 2022	47	10	37	8.9	477	420	66%	2.7	79%	4.9	0%	7	5%	2%	42	1.6
Nov 2022	47	9	38	12.7	673	599	65%	2.7	80%	4.8	0%	0	7%	5%	52	2.2
Oct 2022	47	12	35	12.2	655	575	65%	2.6	85%	4.8	0%	0	2%	1%	39	2.3
Sep 2022	44	12	32	11.8	591	520	56%	2.4	77%	4.9	0%	0	4%	3%	44	2.1
Aug 2022	40	8	32	7.7	330	306	51%	2.2	74%	4.9	0%	0	3%	0%	8	1.0
Jul 2022	26	4	22	9.5	294	248	33%	2.3	74%	4.9	0%	0	2%	1%	4	1.0
Jun 2022	36	9	27	10.3	421	371	36%	2.4	83%	4.8	0%	0	2%	1%	12	1.3
May 2022	30	3	27	12.8	442	384	43%	2.3	84%	4.8	0%	0	1%	0%	4	1.5
Apr 2022	40	6	34	9.0	442	361	39%	2.3	84%	4.7	0%	0	3%	1%	6	1.6
Mar 2022	34	5	29	15.5	591	527	56%	2.4	92%	4.8	0%	1	6%	2%	16	1.8
Feb 2022	31	4	27	12.6	419	390	50%	2.6	86%	4.9	0%	0	1%	1%	8	1.6
Jan 2022	31	9	22	11.1	363	344	40%	2.3	83%	4.9	0%	0	2%	1%	3	1.2
Dec 2021	29	3	26	9.9	326	286	36%	2.3	74%	4.9	0%	0	2%	2%	4	1.0
Nov 2021	31	5	26	13.3	450	412	46%	2.5	84%	4.8	0%	0	1%	0%	3	1.5
Oct 2021	32	8	24	9.4	344	301	45%	2.5	82%	4.9	0%	2	1%	0%	2	1.2
Sep 2021	27	7	20	9.1	280	247	45%	2.4	74%	4.9	0%	0	1%	1%	2	1.0
Aug 2021	28	8	20	5.0	164	141	27%	2.1	71%	4.8	1%	0	2%	0%	1	0.6
Jul 2021	22	8	14	6.9	173	151	24%	2.1	67%	4.9	0%	0	0%	0%	0	0.6
Jun 2021	23	5	18	10.6	256	243	40%	2.2	78%	4.9	0%	0	1%	1%	1	0.8
May 2021	23	6	17	8.0	195	183	26%	2.2	84%	4.9	0%	0	1%	0%	1	0.7
Apr 2021	23	5	18	9.2	228	212	37%	2.2	83%	4.9	0%	0	1%	0%	3	0.8
Mar 2021	22	6	16	12.4	299	273	45%	2.1	82%	5.0	0%	0	2%	0%	1	1.0
Feb 2021	17	6	11	9.6	172	163	21%	2.1	83%	5.0	1%	0	1%	0%	0	0.7
Jan 2021	26	8	18	8.3	234	217	33%	2.2	86%	5.0	0%	2	0%	1%	0	0.9

● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

☐ Sun  
☐ Mon  
☐ Tue  
☐ Wed  
☐ Thu  
☐ Fri  
☐ Sat

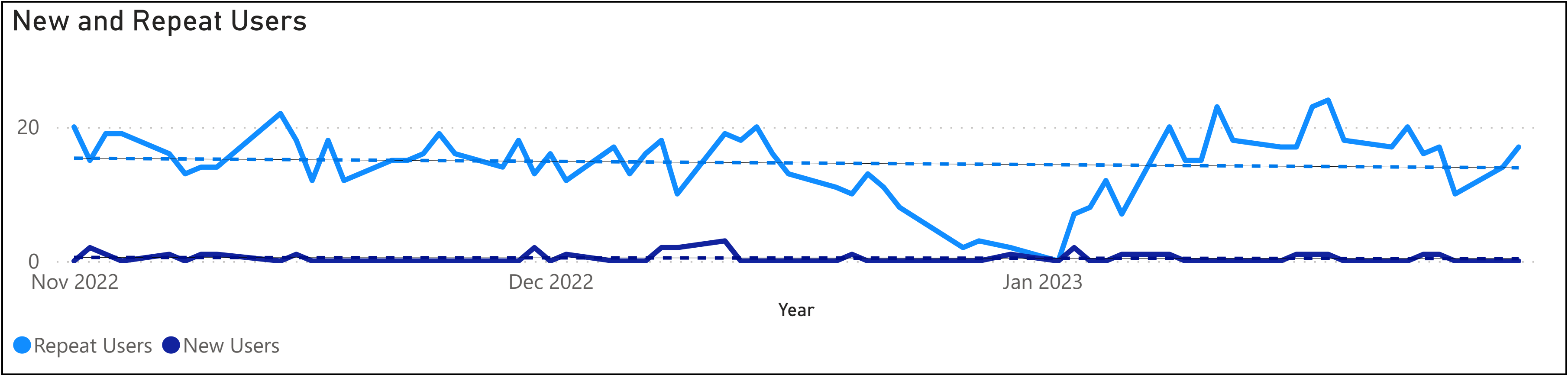
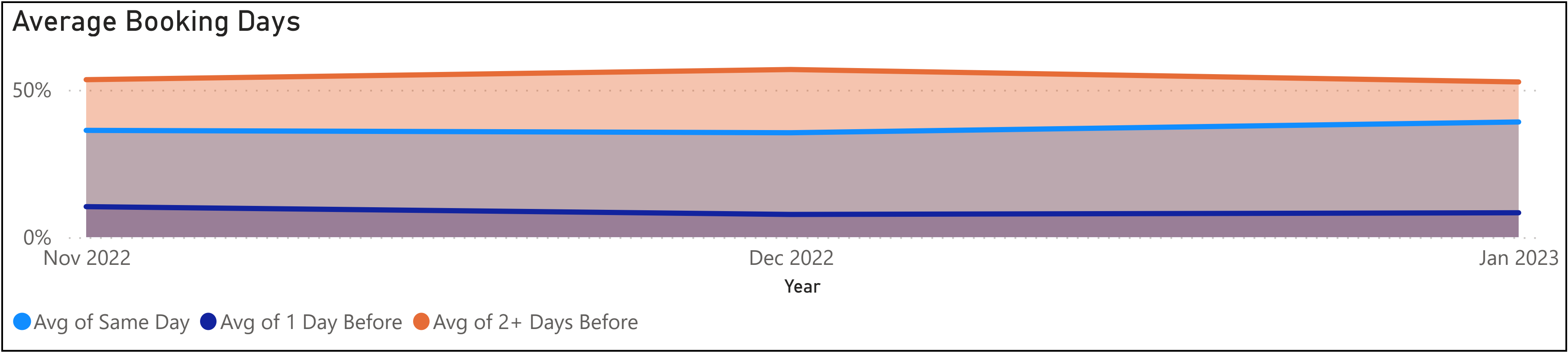
Date

01/11/2022

31/01/2023

12.83

Avg Actual Trip Duration (min)



Year	2023				
Month	January				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	39.1%	8.3%	52.6%	9	335
Total	39.1%	8.3%	52.6%	9	335

Program

☒ Blackfalds

ServiceDay

☐ Sun  
☐ Mon  
☐ Tue  
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☐ Thu  
☐ Fri  
☐ Sat

Date

01/11/2022

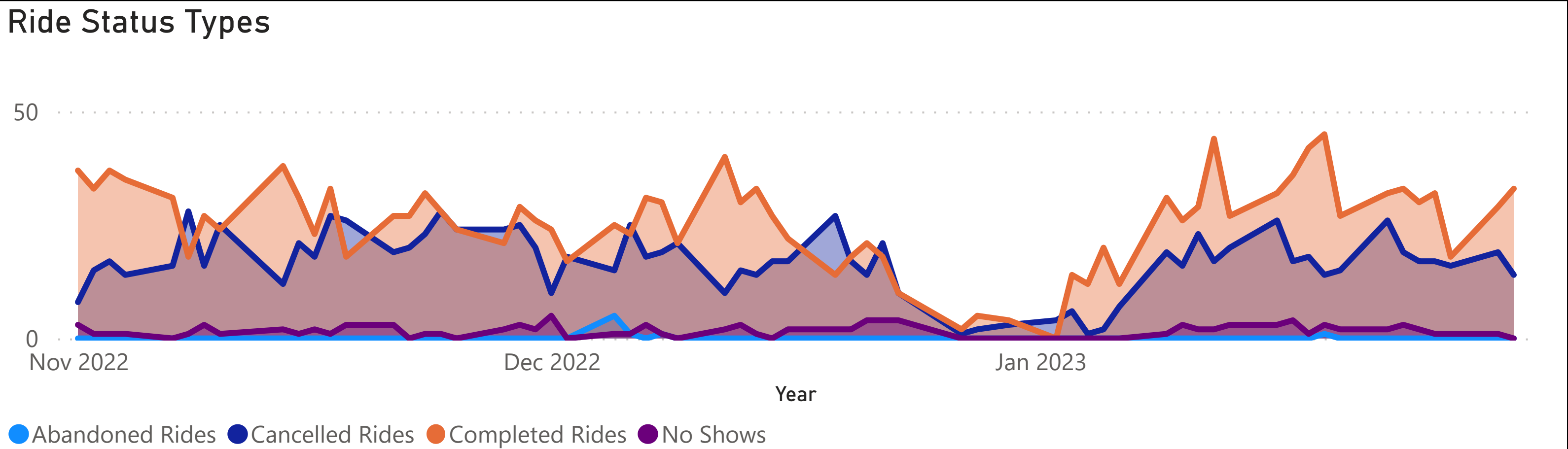
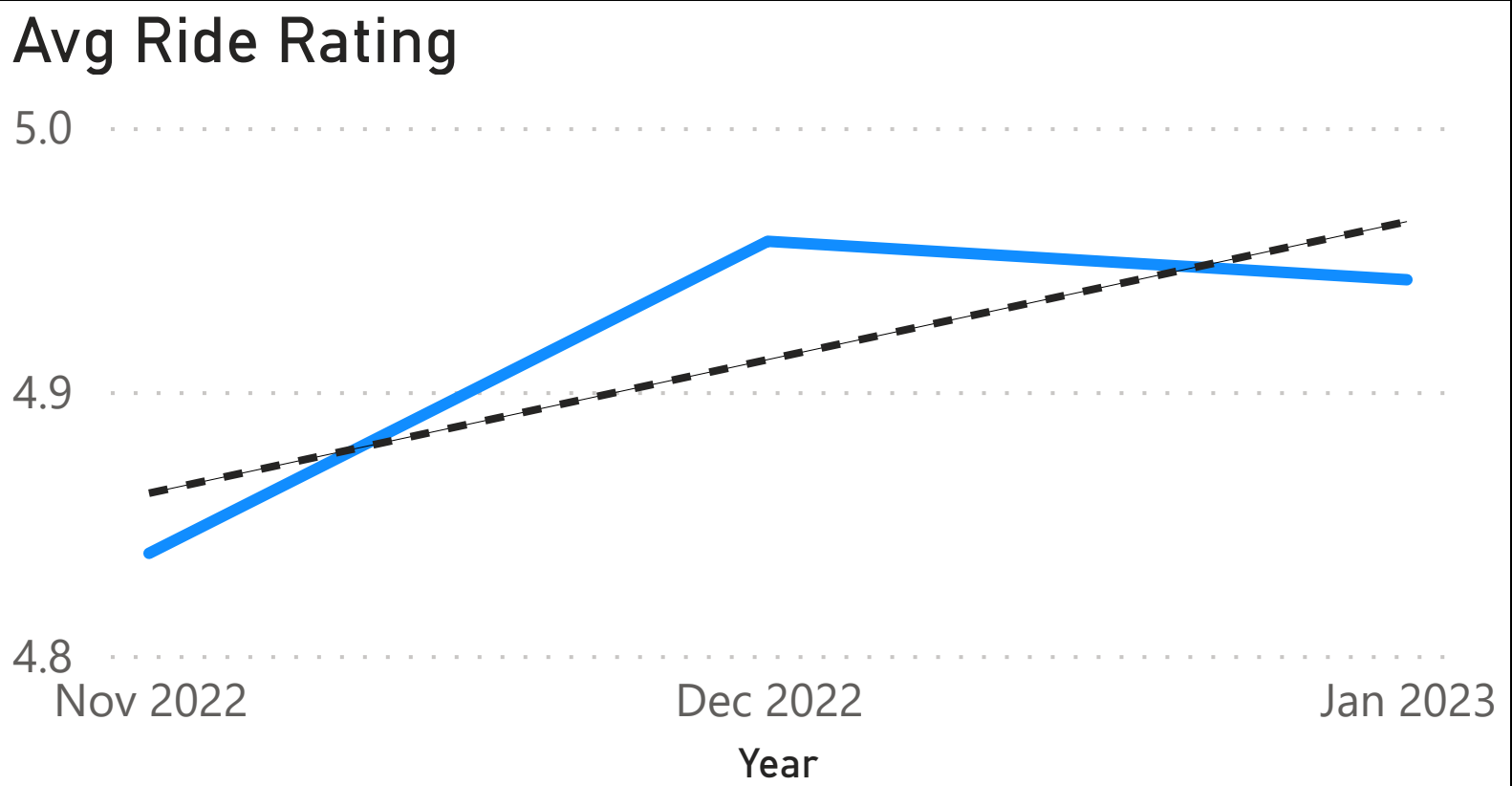
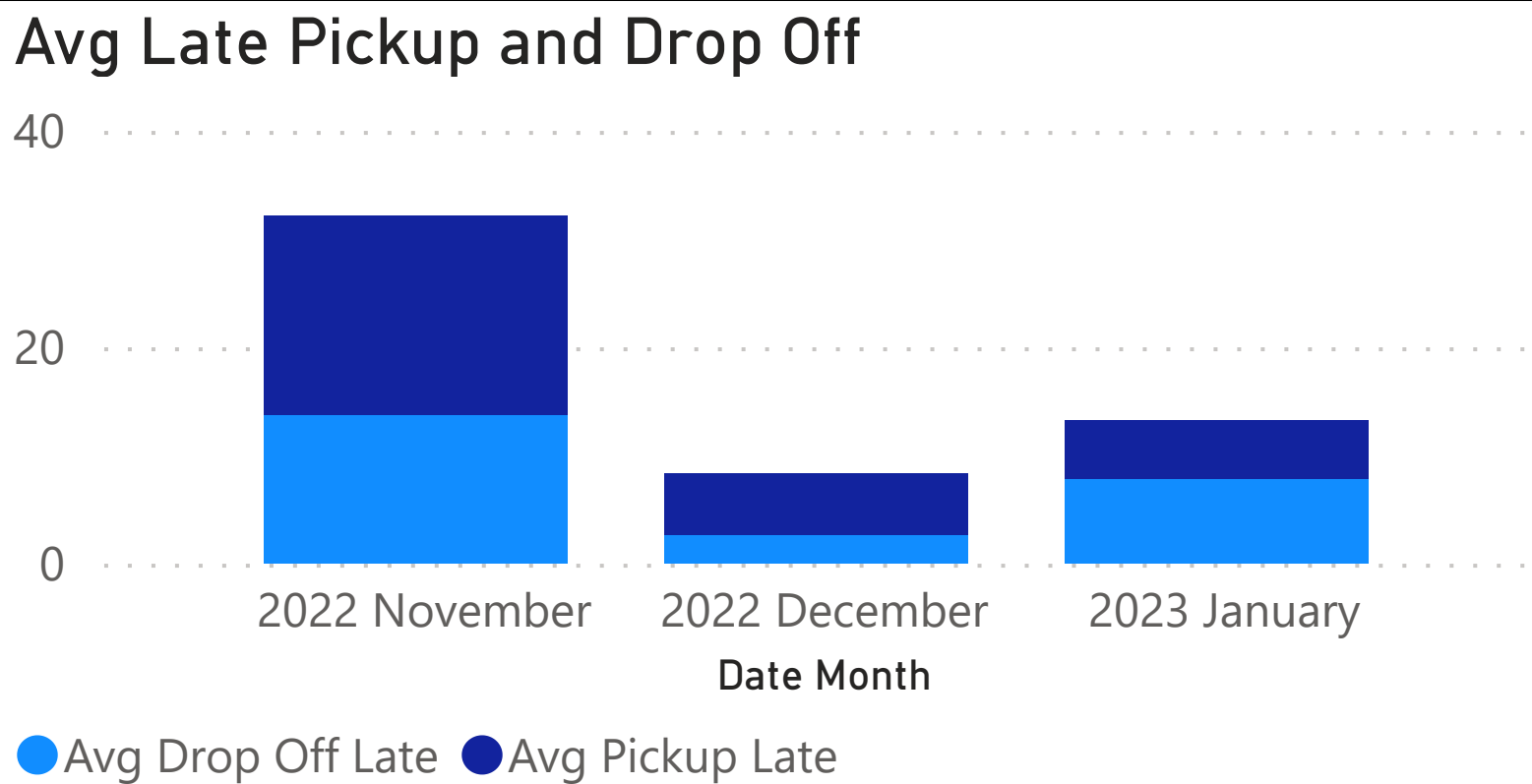
31/01/2023

1618

Completed Rides

4.91

Avg Ride Rating



Year	2023						
Month	January						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Shows
Blackfalds	7.84	5.37	4.94	1	333	604	34
Total	7.84	5.37	4.94	1	333	604	34

Program

☒ Blackfalds

ServiceDay

☐ Sun  
☐ Mon  
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☐ Thu  
☐ Fri  
☐ Sat

Date

01/11/2022

31/01/2023

1827

Completed Passengers

2.04

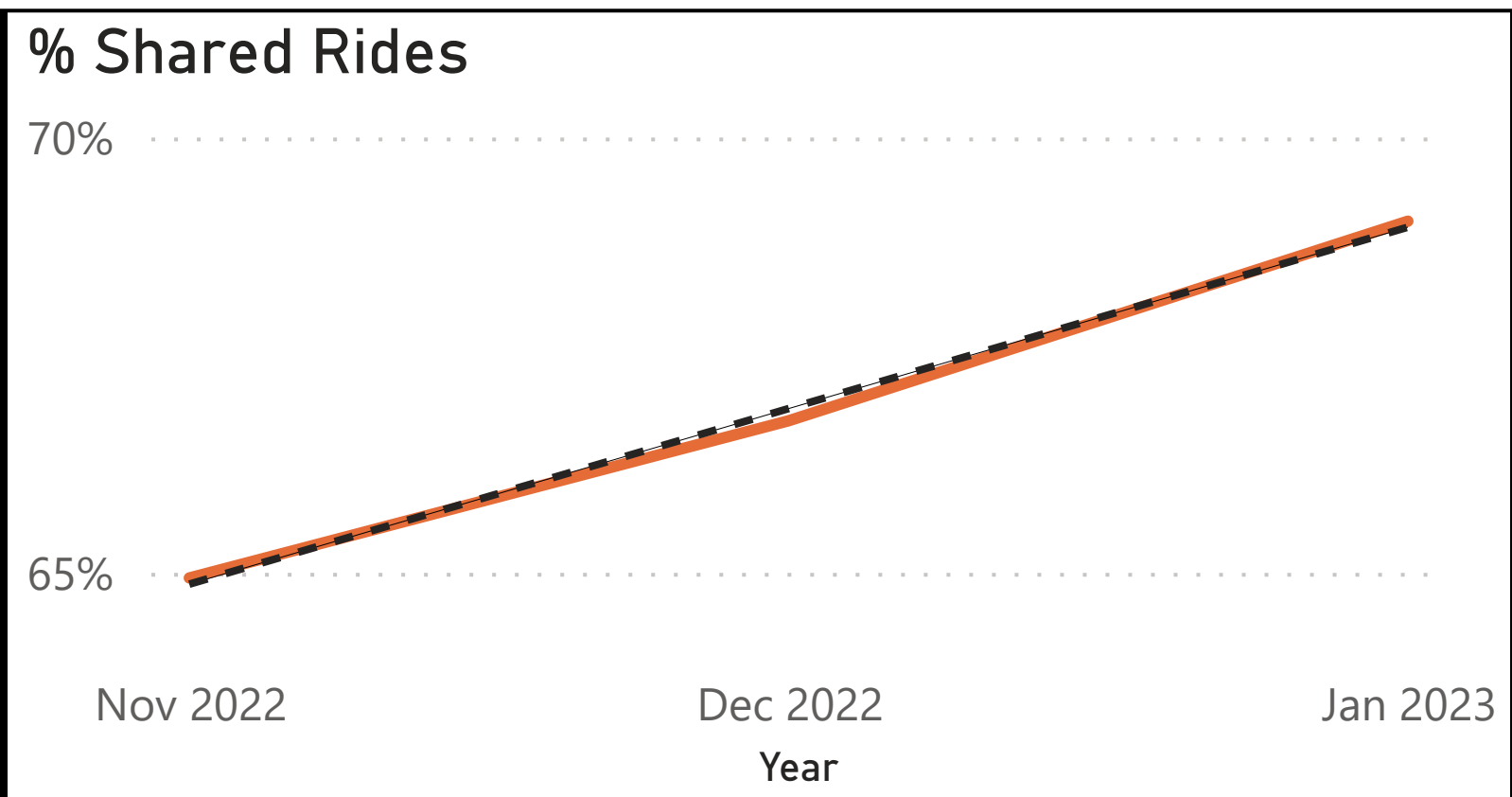
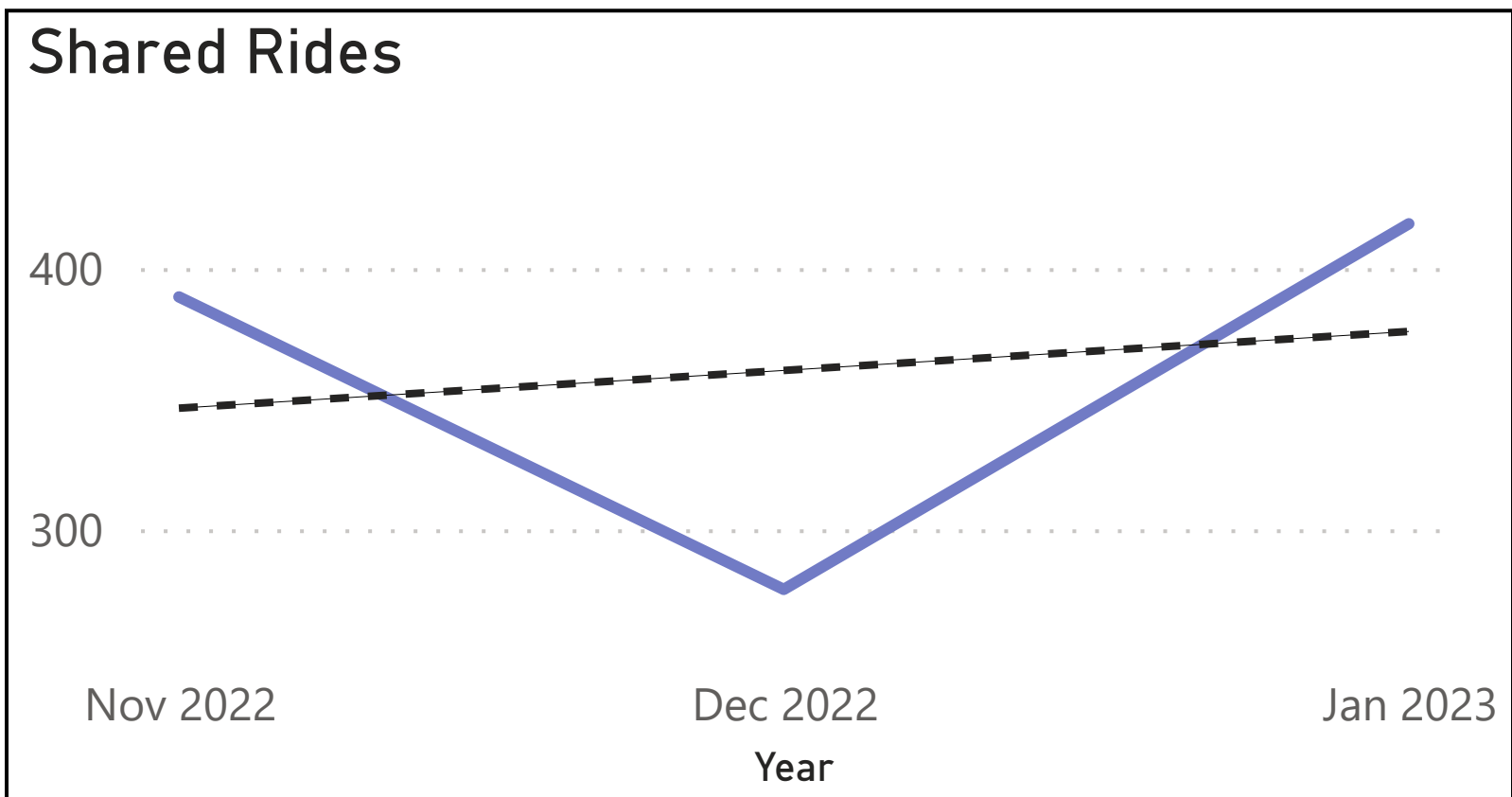
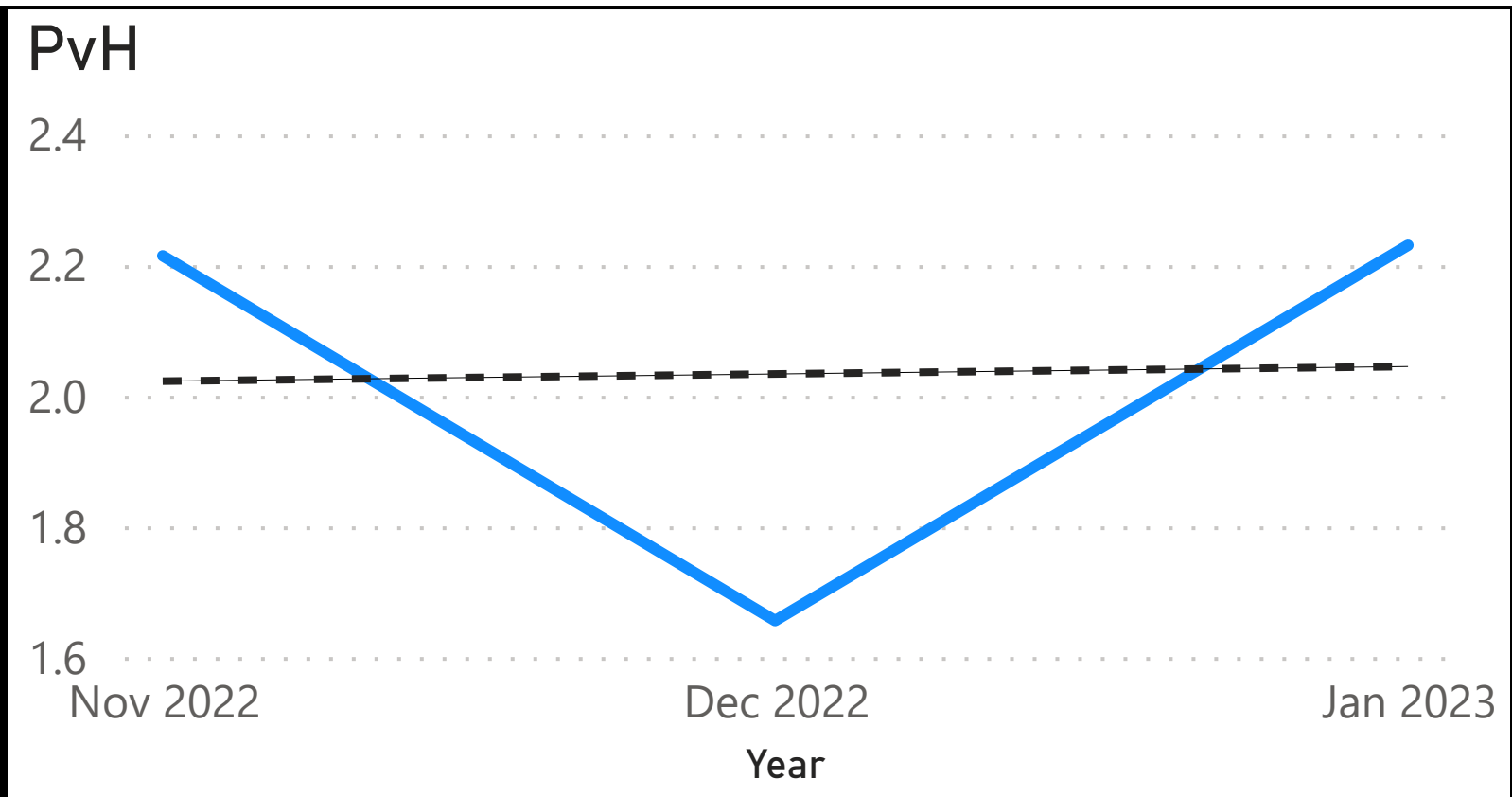
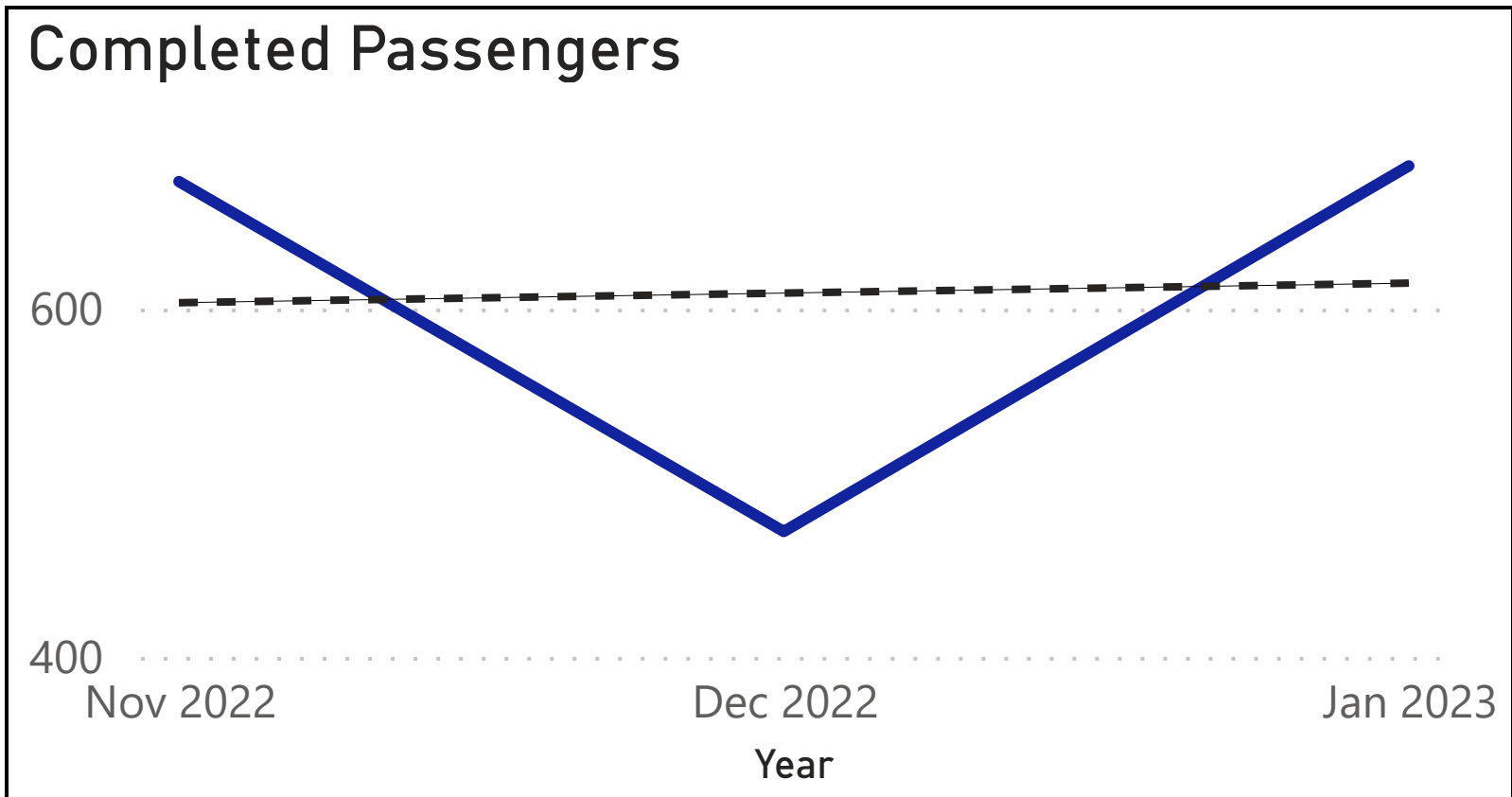
PvH

1083

Shared Rides

66.93%

% Shared Rides



Year	2023			
Month	January			
Program	Completed Rides	Shared Rides	% Shared	PvH
Blackfalds	604	417	69.04%	2.23
Total	604	417	69.04%	2.23

Program

☒ Blackfalds

ServiceDay

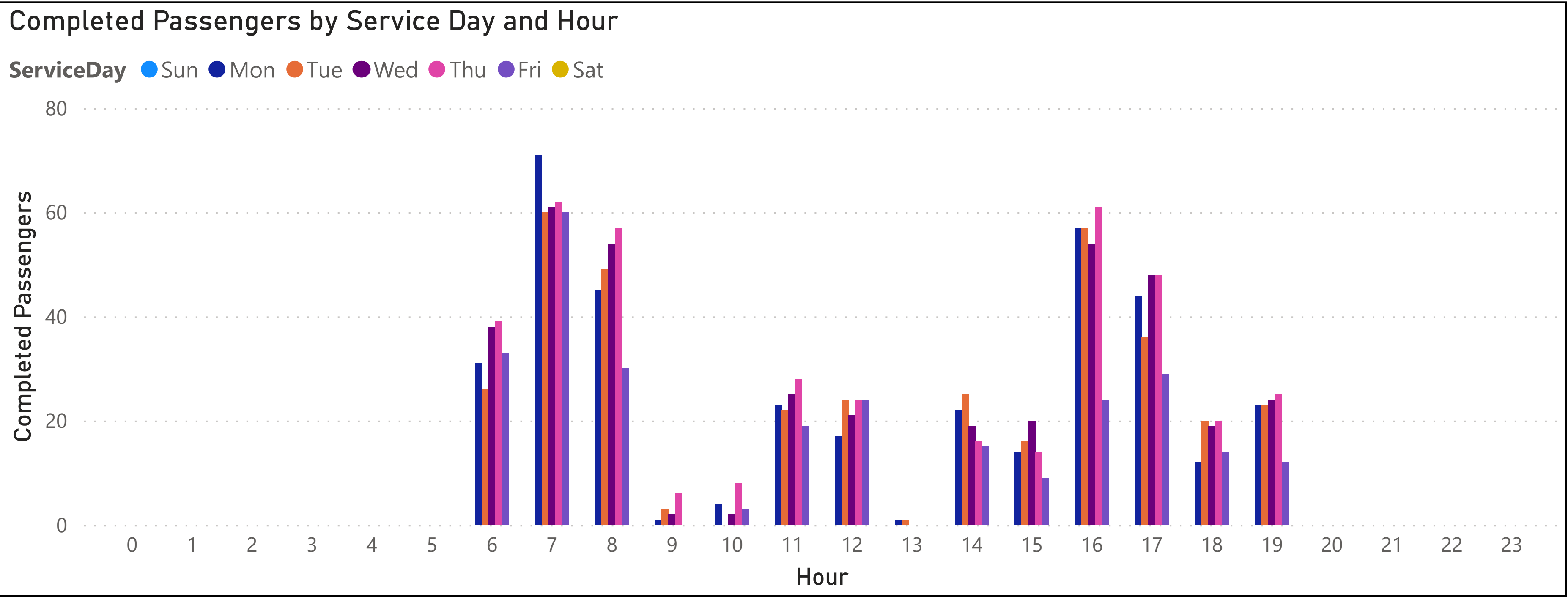
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☐ Fri  
☐ Sat

Date

01/11/2022

31/01/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	0	0	31	71	45	1	4	23	17	1	22	14	57	44	12	23	0	0	0	0	365
Tue	0	0	0	0	0	0	26	60	49	3	0	22	24	1	25	16	57	36	20	23	0	0	0	0	362
Wed	0	0	0	0	0	0	38	61	54	2	2	25	21	0	19	20	54	48	19	24	0	0	0	0	387
Thu	0	0	0	0	0	0	39	62	57	6	8	28	24	0	16	14	61	48	20	25	0	0	0	0	408
Fri	0	0	0	0	0	0	33	60	30	0	3	19	24	0	15	9	24	29	14	12	0	0	0	0	272
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	0	0	167	314	235	12	17	117	110	2	97	73	253	205	85	107	0	0	0	0	1794



Program

☒ Blackfalds

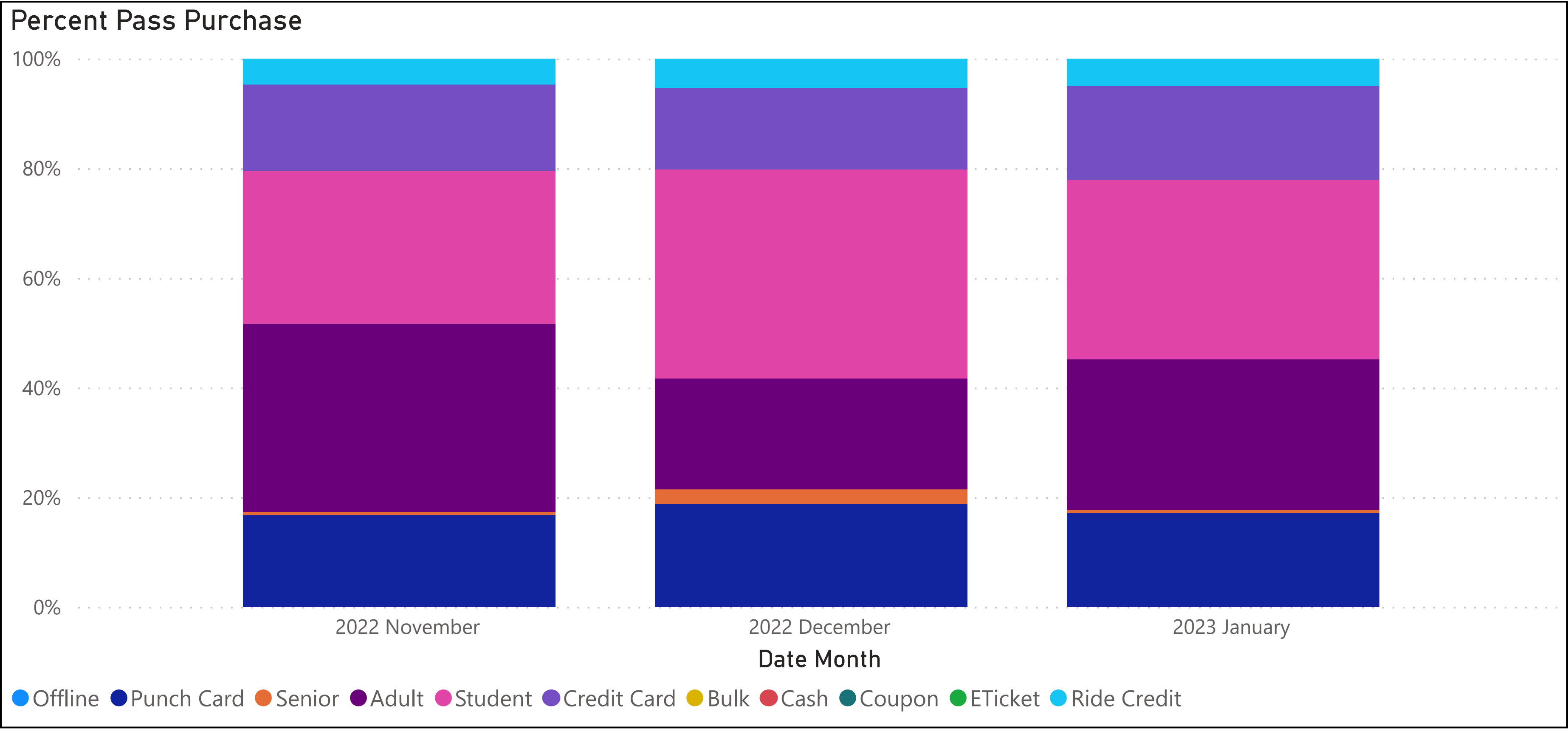
ServiceDay

☐ Sun  
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☐ Tue  
☐ Wed  
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☐ Fri  
☐ Sat

Date

01/11/2022

31/01/2023



Year	2023												
Month	January												
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	
Blackfalds	0%	17%	0%	27%	33%	17%	0%	0%	0%	0%		5%	0%
Total	0%	17%	0%	27%	33%	17%	0%	0%	0%	0%		5%	0%

Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

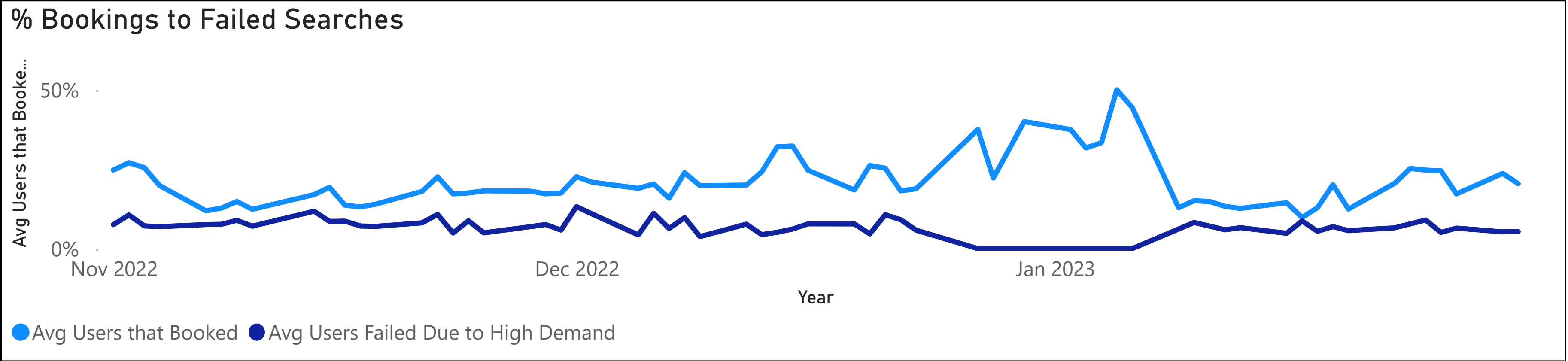
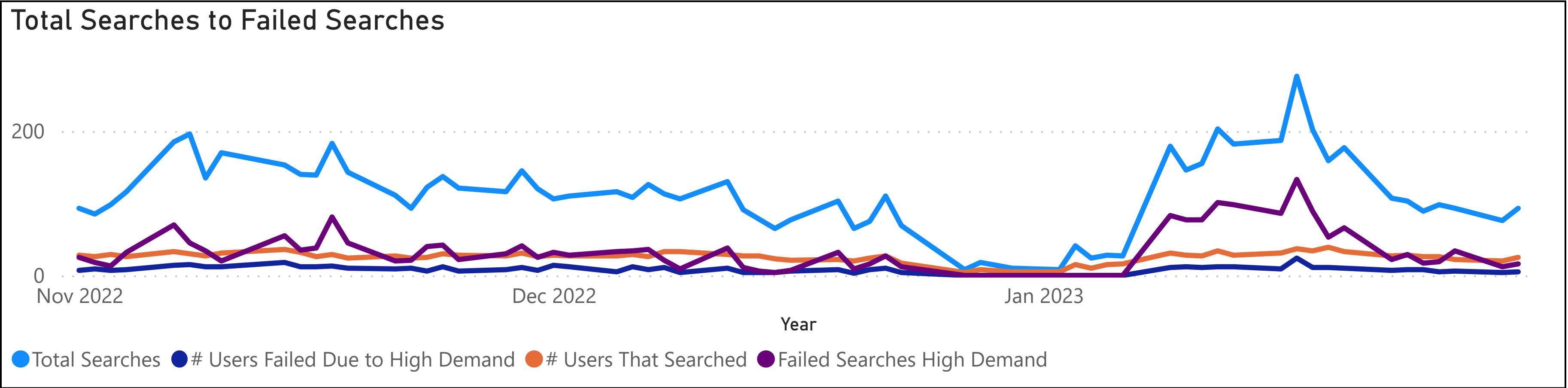
☐ Fri

☐ Sat

Date

01/11/2022

31/01/2023



Year	2023				
Month	January				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demand
Blackfalds	2653	166	557	17%	6%
Total	2653	166	557	17%	6%

<

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Program

☒ Blackfalds

ServiceDay

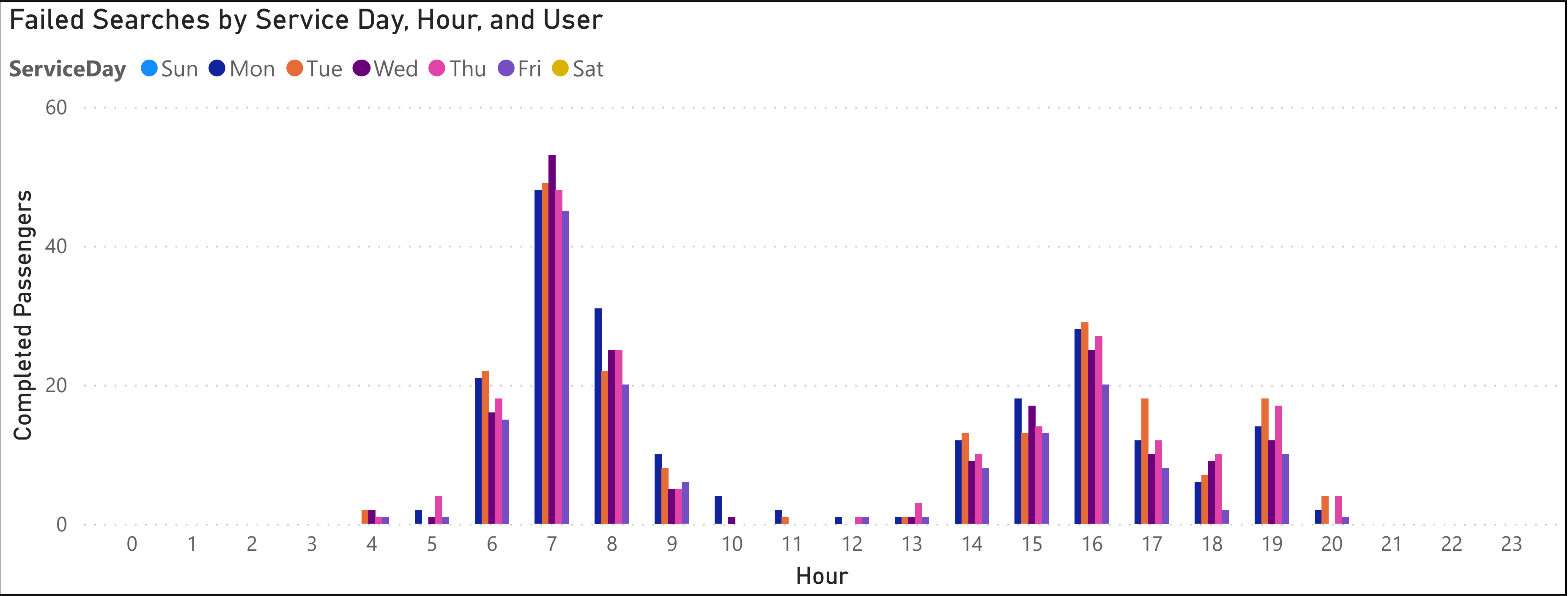
☐ Sun  
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☐ Thu  
☐ Fri  
☐ Sat

Date

01/11/2022

31/01/2023

ServiceDay	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Day Total
Sun	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mon	0	0	0	0	0	2	21	48	31	10	4	2	1	1	12	18	28	12	6	14	2	0	0	0	212
Tue	0	0	0	0	2	0	22	49	22	8	0	1	0	1	13	13	29	18	7	18	4	0	0	0	207
Wed	0	0	0	0	2	1	16	53	25	5	1	0	0	1	9	17	25	10	9	12	0	0	0	0	186
Thu	0	0	0	0	1	4	18	48	25	5	0	0	1	3	10	14	27	12	10	17	4	0	0	0	199
Fri	0	0	0	0	1	1	15	45	20	6	0	0	1	1	8	13	20	8	2	10	1	0	0	0	152
Sat	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hour Total	0	0	0	0	6	8	92	243	123	34	5	3	3	7	52	75	129	60	34	71	11	0	0	0	956



Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

☐ Fri

☐ Sat

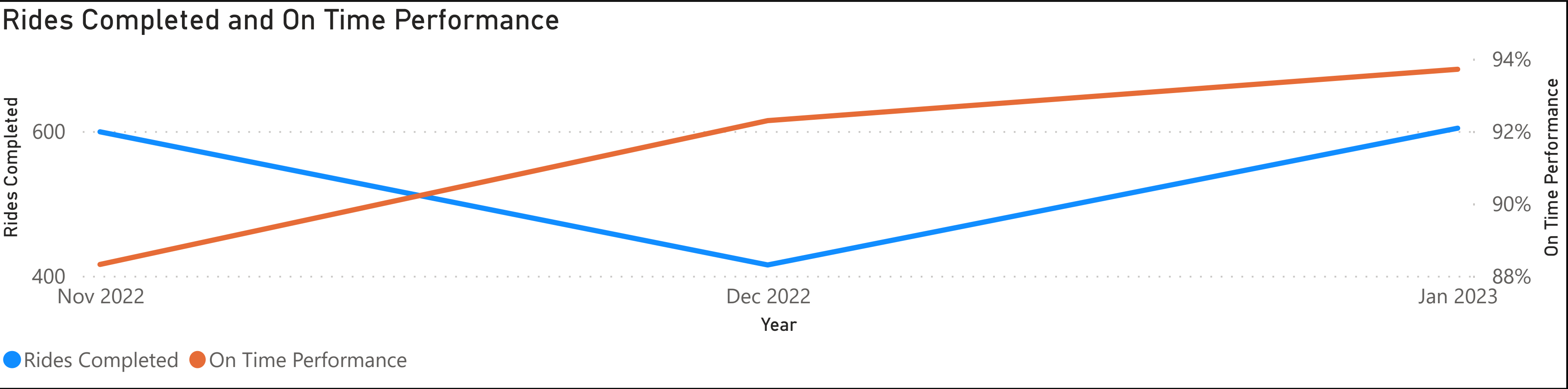
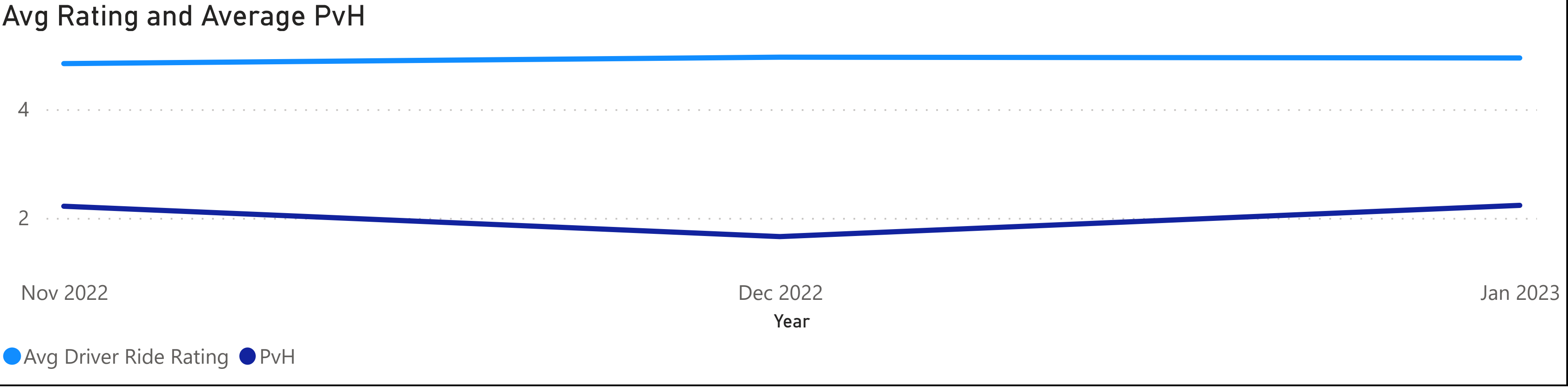
Date

01/11/2022

31/01/2023

91.35%

On Time Performance



Year	2023				
Month	January				
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	
▲					
Blackfalds	604	4.94	2.23	93.71%	
Total	604	4.94	2.23	93.71%	

Program

☒ Blackfalds

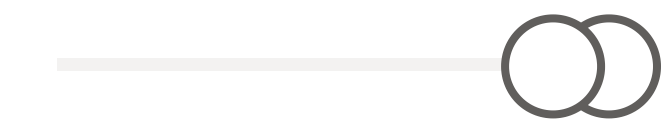
ServiceDay

- ☒ Sun
- ☒ Mon
- ☒ Tue
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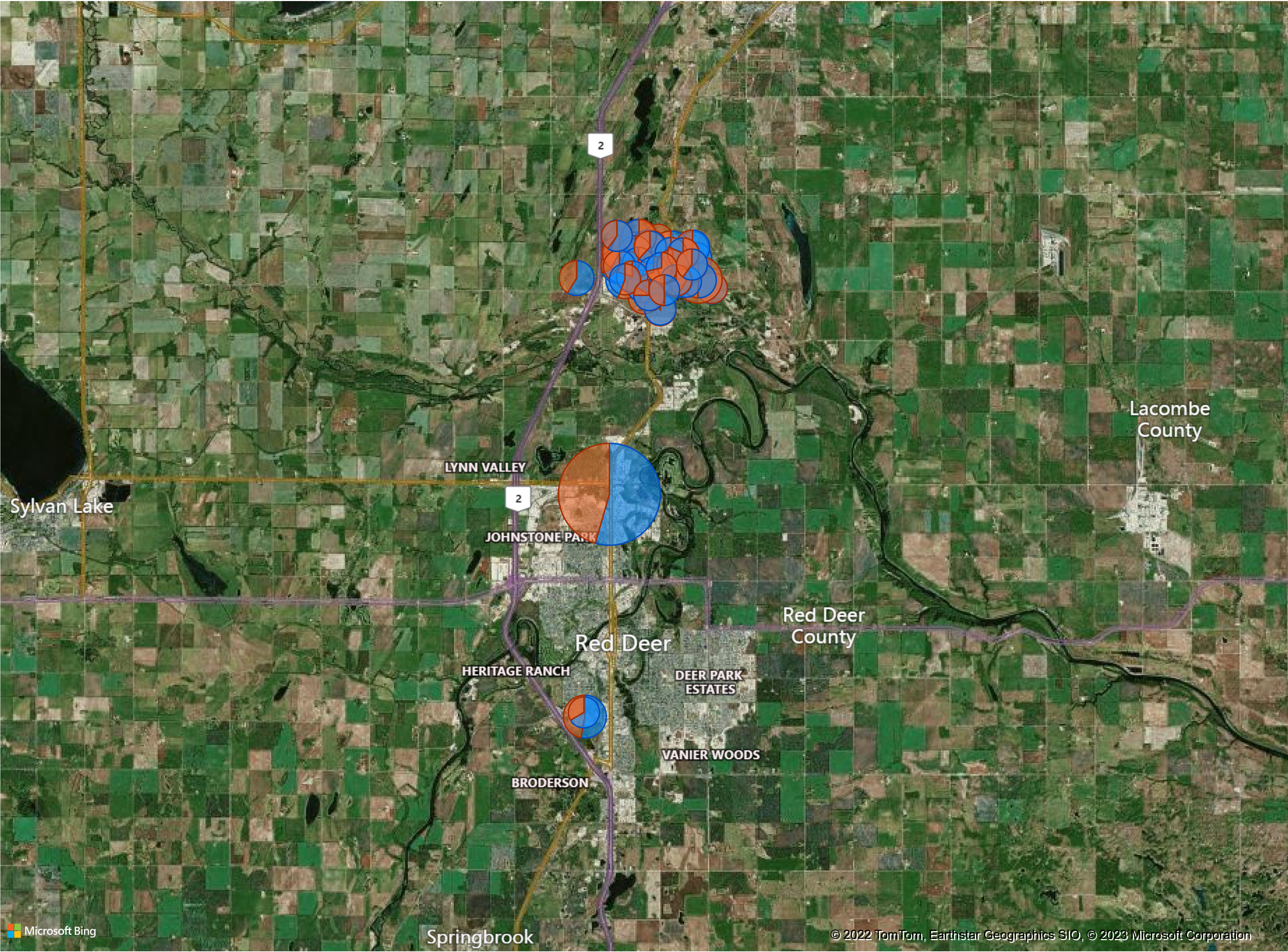
Date

01/11/2022

31/01/2023



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

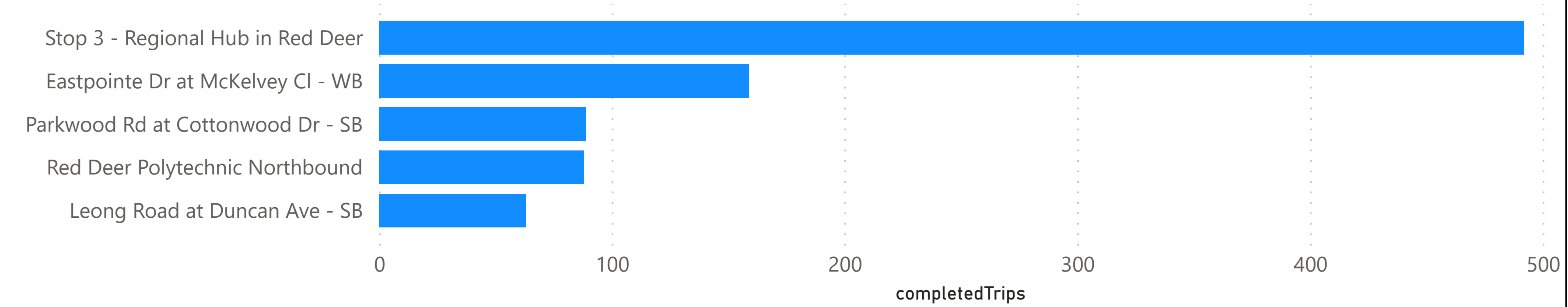
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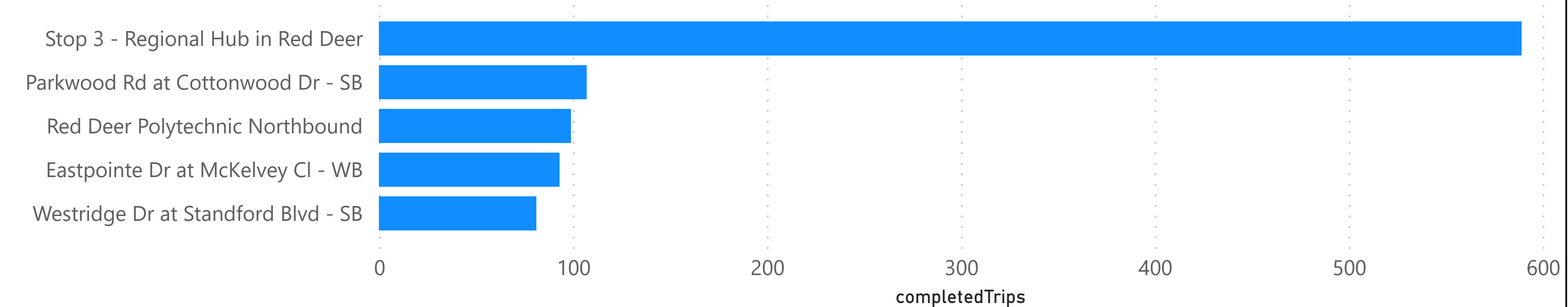
01/11/2022

31/01/2023

Top 5 Pickup Locations



Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	589	492	1081
Eastpointe Dr at McKelvey CI - WB	93	159	252
Parkwood Rd at Cottonwood Dr - SB	107	89	196
Red Deer Polytechnic Northbound	99	88	187
Westridge Dr at Stanford Blvd - SB	81	37	118
Leong Road at Duncan Ave - SB	50	63	113
Womacks Rd at Blackfalds Skateboard Park	62	28	90
Stop 28 - Local	38	37	75
Westwood Dr at Broadway Ave - NR	39	35	74
Total	1618	1618	3236

Type stopName	Dropoff completedTrips	Pickup completedTrips	Total completedTrips
Stop 3 - Regional Hub in Red Deer	205	162	367
Red Deer Polytechnic Northbound	47	52	99
Eastpointe Dr at McKelvey Ct - WB	38	53	91
Parkwood Rd at Cottonwood Dr - SB	43	35	78
Leong Road at Duncan Ave - SB	20	19	39
Stop 16 - Broadway Ave at Westbrooke Rd - NB	18	20	38
Westwood Dr at Broadway Ave - NB	15	21	36
Stop 28 - Local	14	21	35
Westridge Dr at Stanford Blvd - SB	23	9	32
Park St at Highway St - Housing Side	10	21	31
Stop 7 - Westbrook Rd at Valmont St	16	13	29
Stop 20 - Iron Ridge Intermediate Campus - SB	14	12	26
Womacks Rd at Blackfalds Skateboard Park	17	9	26
Aspen Lakes at Ash Ct - Eastside	6	16	22
Stop 11 - Local	7	14	21
Stop 13 - Local	10	11	21
Highway Ave at Queen Cr - NB	8	10	18
Stop 1 - Regional Hub West Blackfalds	9	5	14
Stop 10 - Westridge Dr at Rolling Hills Ridge - SB	12	2	14
Blackfalds at Blackfalds - Worley Cord - Westbound		13	13
Stop 18 - Local	10	2	12
Stop 22 - Cottonwood Dr at Coachman Way - EB	3	9	12
Stop 12 - Local		10	10
Waghorn St - Southside	6	4	10
Stop 25 - Pioneer Way at Coleman Cr - SB	3	6	9
Stop 13 - Landsdowne Ave at Minto - EB	5	2	7
Stop 5 - Local	3	4	7
Stop 26 - Local	2	4	6
Park St at Paramount Cr - EB	3	2	5
Prarie Ridge Ave - NB	3	2	5
Stop 16 - Local	3	2	5
Stop 17 - Local		5	5
Stop 2 - Regional Hub East Blackfalds - 2	5		5
Stop 22 - Local	1	4	5
Stop 33 - Local	4	1	5
Stop 5 - Aspen Lakes at Bend - Eastbound	3	2	5
Park St at Parkwood Rd - Northside		4	4
Stop 10 - Local	4		4
Stop 21 - Local	1	3	4
Stop 23 - Local	2	2	4
Range Rd 272 at Hwy 2A - NB		3	3
Stop 7 - Local		3	3
Stop 8 - Local	1	2	3
Aztec Cr - Northside		2	2
Cascade at Cooper St - Southside	2		2
Red Deer Polytechnic Southbound		2	2
Stop 15 - Local	2		2
Stop 20 - Local	2		2
Stop 27 - Park St at Panorama Cr - WB	1	1	2
Stop 6 - Local	1	1	2
Blackfalds Bottle Depot - Southside		1	1
Buy Low Foods Stop		1	1
Eagle Builders		1	1
Stop 2 - Regional Hub East Blackfalds		1	1
Stop 25 - Local	1		1
Stop 27 - Local	1		1
<b>Total</b>	<b>604</b>	<b>604</b>	<b>1208</b>



## TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION

### Meeting Minutes November 22, 2022, Commencing at 6:00 P.M.

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A Municipal Planning Commission Meeting for the Town of Blackfalds was held on November 22, 2022, commencing at 6:00 p.m.

#### **MEMBERS PRESENT:**

Laura Svab – Chairperson  
Jim Sands – Vice Chairperson  
Brenda Dennis  
Alex Garcia  
Richard Poole

#### **REGRETS:**

#### **PUBLIC ATTENDING:**

None

#### **ATTENDING:**

Billie Scott, Planning & Development Officer II  
Jolene Tejkl, Planning and Development Manager

#### **REGULAR MUNICIPAL PLANNING COMMISSION MEETING CALLED TO ORDER:**

Chairperson Svab called the meeting to order at 6:00 p.m.

#### **INTRODUCTION OF NEW MUNICIPAL PLANNING COMMISSION MEMBERS:**

All Members introduced themselves.

#### **2.1 Municipal Planning Commission Training Session and Discussion**

Jolene presented training for the Municipal Planning Commission members.

#### **AGENDA APPROVAL:**

##### **Resolution 29-22**

Member Poole moved to approve the November 22, 2022, agenda as presented.

#### **EMERGENCY EXITS:**

Chairperson Svab identified the available emergency exits and procedures to exit the building.

#### **BUSINESS ARISING FROM MINUTES:**

None

#### **BUSINESS:**

- 6.1 Application 207-22  
Home Base Business 3  
4613 Westbrooke Road (Lot 130, Block 1, Plan 002 2394)  
Residential Single Dwelling Medium Lot District (R-1M)**

Administration provided background information on the proposed development.

The Board had a general discussion on if there would be a commercial vehicle used for the Home Base Business 3 and would finishing products would be used.

**TOWN OF BLACKFALDS  
MUNICIPAL PLANNING COMMISSION  
Meeting Minutes  
November 22, 2022, Commencing at 6:00 P.M.**

Administration advised that there would not be a commercial vehicle used and that there would be finishing product used for the business.

**Resolution 30-22**

MOVED by Member Sands that the Municipal Planning Commission APPROVE the application for the Home Based Business 3 as presented in Development Permit 207-22 for the operation of custom wooden 3D signs at 4613 Westbrooke Road (Lot 130, Block 1, Plan 002 2394) as granting the approval will not affect the use, enjoyment, value of this property or adjacent properties,

AND Subject to the following conditions being met to the satisfaction of the Development Officer:

1. The Home Based Business 3 shall:

- i) be operated from within the Dwelling or an Accessory Building;
- ii) not employ more than 1 non-resident of the Dwelling and be authorized to work in the business;
- iii) there shall be no exterior display or Advertisement other than a business identification plaque or Sign 0.33 m x 0.45 m (1 ft X 1.5 ft) in size located on or in the Dwelling;
- iv) be no outside business activity, or storage of materials or equipment associated with the business allowed on the site. Indoor storage shall only be allowed inside the Dwelling or Accessory Building;
- v) no mechanical or electrical equipment shall be used which creates unreasonable noise, or visible and audible interference with home electronics equipment in adjacent Dwellings. The operation of such business shall not create any Nuisance by way of noise, dust, odour or smoke or anything of an offensive or objectionable nature;
- vi) not use any Dangerous Goods which would not be used in association with the residential use of the Dwelling;
- vii) no physical changes to the external appearance of the Dwelling or any Accessory Building shall be allowed as a result of the establishment of the Home Based Business;
- viii) the business shall not, in the opinion of the Municipal Planning Commission, generate pedestrian or vehicular traffic or parking in excess that would be detrimental to the amenities and safety of the residents in the vicinity of the Parcel;
- ix) not operate without a valid Development Permit or Business Licence issued by the Town.

b) In addition to the parking spaces required pursuant to section 3.20:

- i) 1 Off-Street Parking stall for visitors;
- ii) 1 Off-Street Parking stall for the non-resident employee.

c) Pursuant to section 3.20.4, Tandem Parking may be considered for a Home Based Business 3 where appropriate.

d) Vehicles associated with the Major Home Based Business 3 including a trailer or truck shall be parked in the Rear Yard where permissible:

- i) notwithstanding section 4.7.5 (d) above, the maximum vehicle allowed in a residential Land Use District, the commercial vehicle shall be restricted to a maximum gross vehicle weight of 7,500.0 kg.

## TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION

Meeting Minutes  
November 22, 2022, Commencing at 6:00 P.M.

- 
- e) A Home Based Business 3 shall have a time limit of 3 years. Upon expiration of the original permit, the Development Authority may consider granting an approval with no time limit if the Home Based Business meets the regulations of this Bylaw.
- f) Shall not be operated within an approved Accessory Suite or Bed & Breakfast establishment.
- g) A Development Permit for a Home Based Business shall only be valid for the address identified in the permit.
- h) A maximum of 1 Home Based Business may be operated per Dwelling until unless otherwise approved by the Development Authority.
- i) A Home Based Business 2 and Home Based Business 3 shall not be operated within a Detached Dwelling with an approved Accessory Suite or Bed & Breakfast establishment.
- j) The requirements of the Land Use Bylaw does not exempt any person from compliance with any federal, provincial, or municipal legislation, regulation, code or statute.
- k) Nothing in this permit or the Land Use Bylaw exempts a person to obtain a development permit as required by the Land Use Bylaw or to obtain any other permit, license or other authorization required by the Land Use Bylaw or any other Bylaw.

### **Notes:**

1. This permit is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void.
2. The Development Officer may, in accordance with Section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.

**CARRIED UNANIMOUSLY**

### **ADOPTION OF MINUTES**

#### **7.1 Minutes of October 25, 2022**

#### **Resolution 31-22**

Member Dennis moved to approve the minutes of October 25, 2022, as presented.

**CARRIED UNANIMOUSLY**

### **ADJOURNMENT**

Chairperson Svab adjourned the meeting at 6:20 p.m.



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**CHAIR**



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**SECRETARY**







**TOWN OF BLACKFALDS**  
**RECREATION, CULTURE AND PARKS BOARD**  
**IN PERSON**  
**January 4, 2023**

---

A Blackfalds and District Recreation, Culture and Parks Board meeting for the Town of Blackfalds was held in person on January 4, 2023 at the Civic Centre – Tayles Boardroom at 6:30 pm.

**MEMBERS PRESENT:**

Public at Large:	Trent Kroetsch, Jill Bried, Kala Pandit
Lacombe County Council Appointee:	Barb Shepherd
Town of Blackfalds Council Appointee:	Councillor Laura Svab
Regrets:	Keith Kerr, Councillor Rebecca Stendie, Kimberley Sommerville

**ATTENDING:**

Rick Kreklewich	Director of Community Services
Carol Simpson	Abbey Centre General Manager
Alyssa Borix	Community Services Administration Assistant

**PUBLIC ATTENDING:**

**ABSENT:**

**AGENDA**

**1. RECREATION, CULTURE AND PARKS BOARD MEETING**

**1.1 CALL TO ORDER – 6:30 PM – IN PERSON**

- The regular meeting was called to order by Vice Chair Pandit at 6:33 PM.

**2. LAND ACKNOWLEDGEMENT**

- Vice Chair Pandit gave the acknowledgement.

**3. AGENDA APPROVAL**

**3.1 AGENDA FOR THE JANUARY 4, 2023, RECREATION, CULTURE AND PARKS BOARD MEETING**

**RES. 01/23**

**Councillor Svab moved to approve the agenda for the January 4, 2023, meeting as amended.**

***MOTION CARRIED UNANIMOUSLY***

**TOWN OF BLACKFALDS  
RECREATION, CULTURE AND PARKS BOARD  
IN PERSON  
January 4, 2023**

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**4. DELEGATION**

N/A

**5. BUSINESS ARISING FROM MINUTES**

**5.1 ACTIVITY IMAGES AT BORDER PAVING PLAZA**

- Director Kreklewich gave a background.
  - Detail gets lost when turning image into screen wall.
  - Purpose is to screen the lift station and generator building and highlight recreation facilities.
  - Can still erect a wall but there are different options, real photo filtered to look like painting.
  - Would be in full colour, overall, it would be cheaper.
  - Different company and process.
  - Something similar to the Indigenous mural in Sylvan Lake.
  - Screen wall would cost just under \$120,000.
  - Concern with fading and maintenance.
  - "Painting" may look low quality.
  - Concern with privacy if a real photo is used.
  - Possibly hiring a painter to paint the photo on the wall.
  - With the perforated vinyl, we have the option to swap out the image.
  - Durability regarding weather and vandalism.
  - Taking the photos with the project in mind.

**RES. 02/23**

Member Kroetsch moved that the Recreation, Culture and Parks Board recommend moving forward with looking into other options for the images at the Border Paving Plaza wall as discussed.

***MOTION CARRIED UNANIMOUSLY***

**6. BUSINESS**

**6.1 COMMUNITY INITIATIVES GRANT SUBMISSION**

- Director Kreklewich gave a background.
  - Can use the 2022 budget allocations to award the full \$6000.
  - Applicant fit within the grant parameters.
  - Applicant is asking for a reserve.
  - Possible to help them this year with the full amount but not guarantee any funding next year.
  - Cost breakdown included in application.
  - Left over amounts in grants carry over into next year.

**TOWN OF BLACKFALDS  
RECREATION, CULTURE AND PARKS BOARD  
IN PERSON  
January 4, 2023**

---

**RES. 03/23**

Councillor Svab moved that the Recreation, Culture and Parks Board recommend that Council approve the Blackfalds Fibre Arts Collective application for the Community Initiatives Grant in the amount of \$4,072.

***MOTION CARRIED UNANIMOUSLY***

**6.2 TAYLES PARK LIGHT SCHEDULE**

- Director Kreklewich gave a background.
  - There have been comments about keeping the light on passed January 10.
  - Possible turning off just Christmas themed lights.
  - Take down is low priority.
  - 2/3 of lights left after Christmas themed lights are turned off.
  - Cost from Nov 25 – Jan 4 = \$450.
  - Option to be on a schedule from 6-10pm.
  - Policy for lights.
    - Included in operations policies.
- A lot of work to put it up so it would be nice to leave up longer.
- Lights on for Winterfest.
- Possible to do a Facebook poll or website poll for next year.
- Leave it all on from 6-10pm daily until Family Day.

**RES. 04/23**

Member Bried moved that the Recreation, Culture and Parks Board to change the light schedule from 6-10pm every day and leave the lights on until Winterfest (Family Day).

***MOTION CARRIED UNANIMOUSLY***

**6.3 KEITH KERR – BOARD RESIGNATION**

- Director Kreklewich gave a background and read Mr. Kerr's resignation letter.
  - Mr. Kerr has resigned from his position as member at large.

**RES. 05/23**

Member Shepherd moved that the Recreation, Culture and Parks Board accept Mr. Kerr's Letter of Resignation.

***MOTION CARRIED UNANIMOUSLY***

**TOWN OF BLACKFALDS  
RECREATION, CULTURE AND PARKS BOARD  
IN PERSON  
January 4, 2023**

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**7. ACTION CORRESPONDENCE**

N/A

**8. INFORMATION**

**8.1 COMMUNITY REVITALIZATION FUND EXTENSION**

- Extending it by one year.
  - Was March 31, 2023, is now March 31, 2024.
- Gives us more time to complete the Border Paving Plaza.
- Good progress has been made on construction of plaza.

**8.2 ABBEY CENTRE – UPDATE**

- Manager Simpson gave a background.
  - Snacks with Santa was on December 10.
    - Moving to community centre and back to November.
  - New Abbey sign was installed December 16.
  - Planetarium held on December 20, 6-6:30 slot being most popular.
  - Staffing changes.
  - Membership fee changes implemented January 1, 2023.
  - Drop-in fitness resume January 9, registered fitness and wellness classes resume mid-January.
  - Capital project planning underway for commercial washer and dryer.
  - RFP going out in Spring for Pool Deck Lifting Project in the fall.
  - Picnic table to be sponsored by Ag society, second table installed in conjunction with Blackfalds Field house Society, fundraising for a 3<sup>rd</sup> table which will be a compilation of 30 individuals/families donating \$100 each.
  - Picnic tables being installed in spring.
  - Electronic locking system in universal changeroom failed, 1 quote received so far for \$7000.
  - Super kids triathlon will return on July 8th for the first time in 3 years.
  - Pool deck needs to be replaced because it is sinking.
    - Not properly packed down, compaction, draining and freeze/thaw cycles greatly affect the ground underneath.
    - Quote acquired by concrete lifting company, \$100,000 for repairs.
  - Separation in drainage so instead of water going into the sewer, it's seeping into the cracks in the concrete.
  - Problem identified pre-covid and it is slowly getting worse and becoming a safety issue.

**TOWN OF BLACKFALDS  
RECREATION, CULTURE AND PARKS BOARD  
IN PERSON  
January 4, 2023**

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- Lifespan of repairs depend on whether all problems are fixed or if we repair based on priority.
- Picnic tables sites have been selected.
- 7 tables so far.
- Manager Simpson to confirm warranty with pool deck repair RFP

**8.3 EAGLE BUILDERS CENTRE – UPDATE**

- Director Kreklewich gave a background
  - Delnor is in there, new lights have arrived, just need to find time to access the arena
  - Bulldogs have a delegation in next council meeting to put in a bid for the Centennial Cup
  - 2024 or 2025 bid, coming down to who can afford it
  - Hotel amenities in Red Deer and Lacombe as well
  - Logos need to be changed, just the two arenas will suffice
  - 10-day tournament, 2023 May 11-21, last year May 19-29
  - Window in library still needs to be fixed
  - Heat issues in library, staff have been bringing electric blankets and space heaters
    - Concerns raised about this being a safety issue
  - Wheelchair accessible door has not repaired yet

**8.4 PARKS AND FACILITIES – UPDATE**

- Director Kreklewich gave a background
  - Trying to complete Pine Crescent ODR
  - Over 100 citywide requests, lack of staffing affecting completion timelines
  - 3/8<sup>ths</sup> per day, 3 hose floods, 2 inches minimum
  - Alternate ODR each year, one before Christmas, one after Christmas
  - Show people the cost of opening both ODR and additional staff
  - Ponds just need to be cleared and flooded every once in awhile, ponds are low maintenance
  - No lights at the community centre, can consider doing that in the future
  - ODR Educational Videos

**9. APPROVAL OF INFORMATION ITEMS**

**RES. 06/23**

Councillor Svab moved that the Recreation Board accept the information items as presented.

***MOTION CARRIED UNANIMOUSLY***

**10. APPROVAL OF MINUTES**



**TOWN OF BLACKFALDS  
RECREATION, CULTURE AND PARKS BOARD  
IN PERSON  
January 4, 2023**

---

**RES. 07/23**

Member Kroetsch moved that the Recreation Board accept the minutes as presented for December 7 meeting.

***MOTION CARRIED UNANIMOUSLY***

**11. ADJOURN**

- a. Vice Chair Pandit moved that the Recreation, Culture and Parks board meeting be adjourned.

**RES. 08/23**

Meeting adjourned at 7:46 PM.

***MOTION CARRIED UNANIMOUSLY***

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**KALA PANDIT, VICE CHAIR**

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**RICK KREKLEWICH, DIRECTOR OF COMMUNITY SERVICES**

**Next meeting scheduled for February 1, 2023 @ 6:30pm**

A Family and Community Support Services regular meeting for the Town of Blackfalds was held on January 12, 2023, at 5018 Waghorn Street in the Tayles Room, commencing at 7:00 pm.

**Members Present**

Councillor Stendie  
Councillor Sands  
Tennielle Gilchrist  
Melissa MacLeod  
Cliff Soper

**Regrets**

Sheila Giffin  
Dena Thomas  
Glenda Brown

**Staff**

Rick Kreklewich, Director  
Sue Bornn, FCSS Manager  
Sue Penner, FCSS Admin Assistant

**Call to**

**Order:** Vice Chair Gilchrist called the meeting to order at 7:04 pm.

**TREATY SIX LAND ACKNOWLEDGEMENT**

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

**ADOPTION OF AGENDA**

**01/23** Member Soper moved that the Board adopt the January 12, 2023, Agenda as presented.

**CARRIED UNANIMOUSLY**

**DELEGATION**

None

**OLD BUSINESS**

Social Needs Assessment

Manager Bornn advised that the Program & Service Inventory section still needs to be updated.

Councillor Stendie questioned how the priority numbering was determined as well as the unemployment percentage, and Manager Bornn will inquire.

Vice Chair Gilchrist mentioned that communication in most formats remains an issue as it tends to be present in a way that does not necessarily target people based on their needs.

**02/23** Councillor Sands moved that the Board accept the Information Item as information.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

None

**ACTION CORRESPONDENCE**

None

**9 INFORMATION**

Manager Bornn touched on Town Volunteer Boards and how hard it is to recruit new members.

A new youth program initiative is Positive Peers which is a healthy friendship offered to students at Iron Ridge Intermediate Campus. It should be noted that all youth programs are cancelled on school closure days.

In collaboration with BHPARC, members participated in a tour of the community with a prospective Doctor and their family. Dr. Bubola and family will be coming to Apollo Health Centre in July.

**INFORMATION CORRESPONDENCE**

**03/23** Member MacLeod moved to accept information items as presented.

**CARRIED UNANIMOUSLY**

**INFORMATION CORRESPONDENCE**

None

**ADOPTION OF MINUTES**

**04/23** Councillor Stendie moved to accept the minutes from December 1<sup>st</sup>, 2022, as presented.

**CARRIED UNANIMOUSLY**



**CONFIDENTIAL MATTERS**

None

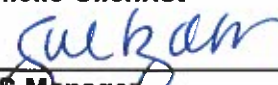
**ADJOURNMENT**

Vice Chair Gilchrist adjourned the FCSS meeting at 8:01 p.m.



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**Vice Chairperson**  
**Tennielle Gilchrist**



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**FCSS Manager**  
**Sue Bornn**

*2023 / 02 / 10*  

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**YYYY / MM / DD**

Next meeting scheduled for February 9<sup>th</sup>, 2023, at 7:00 pm.



# City of Lacombe

## COUNCIL HIGHLIGHTS

January 23, 2023

### Regular Meeting of Council

## 2. Review of Agendas

### 2.1 Consent Agenda

Council approved the consent agenda package as presented, which included Council Reports, Administrative Report, Commission, Board and Committee Reports, and Minutes. The Consent Agenda included:

- Information
  - Data Integrity Project Phase 3.1
- Councillor Reports
  - Councillor Hibbs
- Administrative Reports
  - CAO Report
- Commission, Board, Committee Reports and Minutes
  - Heritage Resources Committee Minutes Oct 24
  - Municipal Planning Commission Minutes Dec 7
  - Lacombe Police Commission Minutes Dec 8
- Adoption of Minutes
  - January 9, 2023, Regular Council Meeting Minutes
- Bylaw First Reading
  - Bylaw 498 and Bylaw 501 -Borrowing Bylaw –Fire Equipment

## 6. Requests for Decision

### 6.1 Downtown Parking Improvement

The City often receives requests for more parking downtown. While not all requests can be accommodated due to space limitations, site lines etc., Administration has evaluated improvements to two areas which, if approved, will add an estimated 25 new parking stalls downtown:

The public parking lot at 5026 49 Street (+8 parking stalls)

On-street parking along 49B Avenue (+17 parking stalls).

Administration recommends that the City seek feedback from the businesses/landowners next to these parking areas and the public before returning to Council for a parking lot reconfiguration decision.

The Engineering Services Manager estimates that the recommended options will cost \$5,800. Engineering Services noted that there might be other opportunities to apply similar stall optimizations at other downtown public parking and on-street parking locations.

With direction from Council, a review of parking optimization at other locations downtown could be added to the City's Strategic Plan.

Council directed Administration to pursue a joint access agreement with the owner of 5034 49 Street to provide public access to the parking lot at 5026 49 Street.

Council directed Administration to consult businesses, landowners, the general public, and the Downtown Area Development Plan Advisory Committee on the reconfiguration of the public parking lot at 5026 49 Street as proposed.

Council directed Administration to consult businesses, landowners, the general public and the Downtown Area Development Plan Advisory Committee on the reconfiguration of public parking on 49B Avenue as proposed.

## **6.2 Offsite Levies: What We Heard**

Administration met with landowners and developers from October to December 2022 to present the proposed rate changes in the Offsite Levy Bylaw and gather their feedback.

In general, most parties understood the need for offsite levies and have a tolerance for some rate increases. Still, they wanted to ensure the rates were calculated based on fairness and equity and raised concerns about the size of the proposed increase and the timing of the rate increase in a challenging market.

Administration summarized the feedback in three themes, with corresponding responses.

1. Difficult market and economy
2. Rate calculations
3. Fire department response time

At the upcoming March 20th, 2023, Committee meeting, Council will discuss tax incentives. Administration proposes that Council add "Offsite Levies" to the March 20th, 2023, Committee agenda so Council may consider the merits of using offsite levies as an incentive in conjunction with or in place of the tax incentives.

Council directed Administration to add "Offsite Levies" to the March 20th, 2023, Committee Meeting agenda.

## **8. In Camera**

### **8.1 Land (FOIP Section 16)**

Council directed Administration to create land profiles of the top three rated community use sites.

***\*The next scheduled Council Meetings:***

***-Monday, February 13, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Monday, February 27, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall***

***-Monday, March 13, 2023 – Regular Council Meeting at 5:30 p.m. – City Hall***



WHERE PEOPLE ARE THE KEY

## HIGHLIGHTS OF THE REGULAR COUNCIL MEETING January 26, 2023

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### **HAMLET OF MIRROR TRAIL**

The County Manager was authorized to proceed with the community trail development in the Hamlet of Mirror as proposed by the Mirror Community Network following consultation with adjacent landowners.

### **PURCHASE OF PUBLIC LANDS ADJACENT TO LACOMBE LAKE**

The County Manager was authorized to proceed with the purchase of the Pt. SE-10-40-27-W4 for the upset limit of \$10,000.00 per acre and to enter into an agreement with Public Lands according to Section 21(1) of the Public Lands Act.

### **2022 ENVIRONMENTAL ACTION PLAN UPDATE**

An update on the 2022 Lacombe County Environmental Action Plan was received for information.

### **2023 ENVIRONMENTAL ACTION PLAN**

The five Environmental Management Plan Priority Areas for the Lacombe County Environmental Action Plan (EAP) are Energy Efficiency, Waste Creation and Disposal, Land Use in the Built and Natural Environment, Water Quality and Security, and Climate Change Adaptation and Mitigation. A detailed overview of the projects proposed for the 2023 EAP was approved as presented.

### **AGRICULTURE SERVICE BOARD MEETING – RECOMMENDATIONS**

Council approved the following recommendations from the January 10, 2023 Lacombe County Agriculture Service Board:

- *That the Agricultural Service Board meetings be scheduled for March 15 and October 18, 2023.*
- *That the Confined Feeding Operation Stocking Threshold Report be received for information*
- *That the 2023 Provincial Agricultural Service Board Resolutions be received for information*
- *That the proposed amendments to the Provincial and Regional ASB Conference Rules of Procedure be received for information*
- *That the information items, Weed Control on Abandoned Well Sites, ASB Town Hall Meeting, and 2023 Extension Dates, be received for information*

### **BYLAW NO. 1385/23 RATES AND FEES 2023**

Bylaw No. 1385/23, a bylaw of Lacombe County to authorize the establishment of fees for various services, supplies, information, applications and appeals provided to the public was read a first, second and third time and so passed by Council.

### **GULL LAKE WATERSHED SOCIETY**

A presentation by the Gull Lake Watershed Society was received for information. The County Manager was directed to prepare a report and recommendation for Council's deliberation at a future Council meeting regarding the Society's request for County support in requesting Alberta Forestry, Parks and Tourism's timely consideration of the Society's filtration system proposal for Gull Lake.



WHERE PEOPLE ARE THE KEY

### **LACOMBE HISTORICAL SOCIETY**

A presentation by the Lacombe and District Historical Society was received for information. Council directed the County Manager to collaborate with the LDHS regarding entering into a partnership for hosting an Agricultural Tour in 2024.

### **ANNUAL AUDIT PLANNING**

Council received for information BDO Canada LLP's plan for the audit of the consolidated financial statements of Lacombe County for the period ended December 31, 2022.

### **AGRICULTURAL TOUR PARTNERSHIP PROPOSAL**

A proposal from the Lacombe and District Historical Society (LDHS) that Lacombe County partner in an Ag Tour in 2023 was received for information. The County Manager was directed to collaborate with the LDHS regarding entering into a partnership for hosting an Agricultural Tour in 2024.

### **ASPELUND INDUSTRIAL PARK SERVING**

The County Manager was authorized to enter into discussions with the Town of Blackfalds regarding additional wastewater capacity for the Aspelund Industrial Park.

The County Manager was further authorized to enter into discussions with Stantec Engineering regarding the preparation of a technical memo for additional servicing for the Aspelund Industrial Park.

**Next Regular Council Meeting is**  
**Thursday, February 9, 2023 - 9:00 a.m.**

**Next Committee of the Whole Meeting is**  
**February 7, 2023 – 9:00 a.m.**

**Lacombe County Administration Building**

**\*\*For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website ([www.lacombecounty.com](http://www.lacombecounty.com)) after approval.**

## MINUTES

A Special Meeting of Council for the Town of Blackfalds was held on January 20, 2023, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

### MEMBERS PRESENT

Mayor Jamie Hoover  
Deputy Mayor Laura Svab  
Councillor Edna Coulter  
Councillor Brenda Dennis  
Councillor Jim Sands  
Councillor Rebecca Stendie  
Councillor Marina Appel

### ATTENDING

Myron Thompson, CAO

### REGRETS

None

### MEDIA

None

### OTHERS PRESENT

None

### CALL TO

**ORDER:** Mayor Hoover called the Special Meeting of Council to order at 6.56 p.m.

### TREATY SIX LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

### ADOPTION OF AGENDA

**013/23** Councillor Sands moved That Council adopt the January 20, 2023, Agenda as presented.

**CARRIED UNANIMOUSLY**

### DELEGATION

None

### PUBLIC HEARING

None

### BUSINESS ARISING FROM MINUTES

None

### BUSINESS

None

### ACTION CORRESPONDENCE

None

**MINUTES**

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**INFORMATION**

None

**ROUND TABLE DISCUSSION**

None

**ADOPTION OF MINUTES**

None

**NOTICES OF MOTION**

None

**BUSINESS FOR THE GOOD OF COUNCIL**

None

**CONFIDENTIAL – Closed Session**

- **Labour FOIP 24(1)(d)**

**014/23**

Deputy Mayor Svab moved That Council move to a closed session commencing at 6:56 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 24(1)(d) of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED UNANIMOUSLY**

**Closed Session Attendance:** Mayor Jamie Hoover, Deputy Mayor Laura Svab, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, Councillor Marina Appel, CAO Myron Thompson.

**015/23**

Councillor Sands moved That Council move to come out of the closed session at 7:30 p.m.

**CARRIED UNANIMOUSLY**

**REGULAR COUNCIL MEETING RETURNED TO ORDER**

Mayor Hoover called the Special Meeting of Council back to order at 7:30 p.m.

**Regular Council Meeting Attendance:** Mayor Jamie Hoover, Deputy Mayor Laura Svab, Councillor Edna Coulter, Councillor Rebecca Stendie, Councillor Jim Sands, Councillor Brenda Dennis, Councillor Marina Appel, CAO Myron Thompson.

**016/23**

Councillor Appel moved That Council move to utilize consulting services to assist in the administrative function in recruitment of the Chief Administrative Officer.

**017/23**

Councillor Coulter moved That Council direct Administration to prepare the invitation for procurement services for the consulting services.

**ADJOURNMENT**

Mayor Hoover adjourned the Regular Council Meeting at 7:30 p.m.

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Jamie Hoover, Mayor

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Myron Thompson, CAO

## MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on January 24, 2023, at 5018 Waghorn Street in Council Chambers, commencing at 7:00 p.m.

### MEMBERS PRESENT

Mayor Jamie Hoover  
Councillor Edna Coulter  
Councillor Brenda Dennis  
Councillor Jim Sands  
Councillor Rebecca Stendie  
Councillor Marina Appel

### ATTENDING

Justin de Bresser, Director of Corporate Services (*Acting CAO*)  
Preston Weran, Director of Infrastructure and Property Services  
Rick Kreklewich, Director of Community Services  
Jolene Tejkl, Planning & Development Manager  
Carol Simpson, Abbey Centre General Manager  
Ken Morrison, Emergency Management and Protective Services Manager  
Marco Jadie, IT Tech  
Danielle Nealon, Executive & Legislative Coordinator

### REGRETS

Deputy Mayor Laura Svab  
Myron Thompson, CAO

### MEDIA

None

### OTHERS PRESENT

Karla Danser  
Amanda Matthews

### CALL TO ORDER:

Mayor Hoover called the Regular Council Meeting to order at 7:00 p.m.

### TREATY SIX LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read to recognize that the Town of Blackfalds is on Treaty Six territory.

### ADOPTION OF AGENDA

Addition of Business item 7.12 – Municipal Sustainability Plan (“**MSP**”)

**018/23**

Councillor Coulter moved That Council adopt the January 24, 2023 Agenda as amended.

**CARRIED UNANIMOUSLY**

### DELEGATION

### Goalie Signage – Cody Dennis Memorial, Karla Danser and Amanda Matthews

Karla Danser presented to Council an overview of the history of the goalie signage on the Blackfalds Multiplex and Memorial of Cody Dennis.



**MINUTES**

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**PUBLIC HEARING**

None

**BUSINESS ARISING FROM MINUTES**

None

**BUSINESS****Request for Decision, Directors' Quarterly Reports, 4th Quarter of 2022**

Acting CAO de Bresser provided Council with the Directors' 4th quarter reports for 2022.

**019/23** Councillor Sands moved That Council accept the Directors' 4th quarter reports for 2022, as information.

**CARRIED UNANIMOUSLY****Request for Decision, Indigenous Cultural Awareness Training**

Acting CAO de Bresser presented options for Council to participate in Indigenous Cultural Awareness Training.

**020/23** Councillor Stendie moved That Council accept Indigenous Cultural Awareness Training, as information.

**CARRIED UNANIMOUSLY****Request for Decision – Bylaw 1276.23, Redistricting a Portion of Lot 3 Block 1 Plan 102 2233**

Manager Tejkl brought forth for Council's consideration, First Reading to Bylaw 1276.23, and to set a Public Hearing for February 28, 2023.

**021/23** Councillor Dennis moved That Council give First Reading to Bylaw 1276.23.

**CARRIED UNANIMOUSLY**

**022/23** Councillor Appel moved That Council set a Public Hearing date for February 28, 2023, at 7:00 p.m. in Council Chambers.

**CARRIED UNANIMOUSLY****Request for Decision, Policy 168.23, Certificate of Compliance**

Manager Tejkl brought forward Policy 168.23, Certificate of Compliance for formal adoption.

**023/23** Councillor Sands moved That Council adopt Policy 168.23, Certificate of Compliance, as presented.

**CARRIED UNANIMOUSLY****Request for Decision, Bylaw 1277.23, Utility Rate Bylaw – Schedule "B" 2023 Rates**

Director Weran brought forth for Council's consideration, Second and Third and Final Reading to Bylaw 1277.23.

**024/23** Councillor Stendie moved That Council give Second Reading to Bylaw 1277.23, a bylaw to amend Schedule "B" of Bylaw 1250.20, water and wastewater rates for 2023.

**CARRIED UNANIMOUSLY**

**MINUTES**

- 025/23** Councillor Appel moved That Council give Third and Final Reading to Bylaw 1277.23, a bylaw to amend Schedule “B” of Bylaw 1250.20, water and wastewater rates for 2023.

**CARRIED UNANIMOUSLY**

**Request for Decision, Policy 164.23, Aquatic Centre Closure**

Manager Simpson brought forward Policy 164.23, Aquatic Centre Closure for formal adoption.

- 026/23** Councillor Coulter moved That Council move to adopt Policy 164.23, Aquatic Centre Closure, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Policy 165.23, Abbey Centre – Acceptable Usage**

Manager Simpson brought forward for formal adoption Policy 165.23, Abbey Centre – Acceptable Usage.

- 027/23** Councillor Stendie moved That Council move to adopt Policy 165.23, Abbey Centre – Acceptable Usage, as presented.

**CARRIED UNANIMOUSLY**

**Request for Decision, Special Events Permit, SuperKids Triathlon**

Director Kreklewich brought forward for acceptance, the Special Events Permit for the SuperKids Triathlon.

- 028/23** Councillor Sands moved That Council accept the Special Events Permit for the SuperKids Triathlon.

**CARRIED UNANIMOUSLY**

**Request for Decision, Policy 167.23, Electronic Sign**

Director Kreklewich brought forward Policy 167.23, Electronic Sign for formal adoption.

- 029/23** Councillor Appel moved That Council adopt Policy 167.23, Electronic Sign, as amended.

**CARRIED UNANIMOUSLY**

**Request for Decision, FCSS Board Member Resignation**

Director Kreklewich requested Council accept the resignation of Leslie Ruddick from the FCSS Board.

- 030/23** Councillor Dennis moved That Council accept the resignation of Leslie Ruddick from the FCSS Board effective immediately, with regrets.

**CARRIED UNANIMOUSLY**

**Request for Decision, Recreation, Culture and Parks Board Member Resignation**

Director Kreklewich requested Council accept the resignation of Keith Kerr from the Recreation, Culture and Parks Board.

- 031/23** Councillor Sands moved That Council accept the resignation of Keith Kerr from the Recreation, Culture and Parks Board effective immediately, with regrets.

**CARRIED UNANIMOUSLY**

**MINUTES**

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**Municipal Sustainability Plan (“MSP”)**

Councillor Appel suggested that Council and Administration change the upcoming MSP Workshop to an MSP Review.

- 032/23** Councillor Appel moved That Council direct Administration to change the upcoming MSP Workshop to an MSP Review and schedule an MSP Workshop at a future date.

**CARRIED UNANIMOUSLY**

**ACTION CORRESPONDENCE**

**Wolf Creek Public Schools – Invitation to meet with Board**

Acting CAO de Bresser brought forward an invitation and meeting date options for Council to meet with the Wolf Creek School Division Board of Trustees.

- 033/23** Mayor Hoover moved That Council direct Administration to set a meeting date with the Wolf Creek School Division Board of Trustees for April 3, 2023, at 5:30 p.m. and thank Wolf Creek School Division Board of Trustees for the invitation.

**CARRIED UNANIMOUSLY**

**INFORMATION**

- Report for Council, Abbey Centre Vandalism
- Joint Council Meeting Minutes – November 14, 2023
- City of Lacombe Highlights – January 9, 2022

- 034/23** Councillor Coulter moved That Council accept the Information Items as information.

**CARRIED UNANIMOUSLY**

**ROUND TABLE DISCUSSION**

Mayor and Council shared meetings and events attended from November 16, 2022 – January 15, 2023.

- 035/23** Councillor Sands moved That Council accept the Round Table Reports as information.

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

- 036/23** Councillor Stendie moved That Council accept the Regular Council Meeting Minutes from January 10, 2023, as amended.

**CARRIED UNANIMOUSLY**

- 037/23** Councillor Appel moved That Council accept the Standing Committee of Council Minutes from January 16, 2023, as amended.

**CARRIED UNANIMOUSLY**

**NOTICES OF MOTION**

None

**BUSINESS FOR THE GOOD OF COUNCIL**

None

**CONFIDENTIAL**

None

**MINUTES**

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**ADJOURNMENT**

Mayor Hoover adjourned the Regular Council Meeting at 8:10 p.m.

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Jamie Hoover, Mayor

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Justin de Bresser, Director of Corporate Services  
(Acting CAO)

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