

-
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 November 8, 2022
 4. **Delegation**
 - 4.1 Varme Energy, *Sean Collins and Rory Wheat (virtual attendance)*
 5. **Public Hearing**

None
 6. **Business Arising from Minutes**

None
 7. **Business**
 - 7.1 Request for Decision, Asset Management Policy 161.22
 - 7.2 Request for Decision, External Board Council Appointments
 - 7.3 Request for Decision, Habitat for Humanity Project – Blackfalds
 8. **Action Correspondence**
 - 8.1 Sylvan Lake Santa Claus Parade Invite – November 26, 2022
 9. **Information**
 - 9.1 Light Up Blackfalds (*verbal*)
 - 9.2 Womacks/Gregg St. Project Update (*verbal*)
 - 9.3 Report for Council, Enforcement and Protective Services Monthly Report – October 2022
 - 9.4 Report for Council, Development & Building Monthly Report – October 2022
 - 9.5 Report for Council, BOLT KPI Monthly Report – October 2022
 - 9.6 Blackfalds & Area Historical Society Annual Report
 - 9.7 MPC Meeting Minutes – September 27, 2022
 - 9.8 County of Lacombe Highlights - October 27, 2022
 - 9.9 Recreation, Culture and Parks Board Meeting Minutes – October 5, 2022
 - 9.10 Special Events Permit, CP Holiday Train
 - 9.11 Special Events Permit, Light Up Blackfalds
 10. **Round Table Discussion**

None
 11. **Adoption of Minutes**
 - 11.1 Minutes from the Annual Organizational Meeting on October 25, 2022
 - 11.2 Minutes from the Regular Council Meeting on October 25, 2022
 12. **Notices of Motion**

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

None
 14. **Confidential**
 - 14.1 FOIP Section 21
 - 14.2 FOIP Section 19
 15. **Adjournment**
-

Future Meetings/Events:

- Joint Council Meeting with Lacombe County – November 14, 2022
- Regular Meeting – November 22, 2022



BLACKFALDS TOWN COUNCIL

September 2022

Presentation Agenda

1. Norwegian Partner Introductions
2. Varne Energy Overview
3. Our Environmental Impact
4. Aitos Gasification Technology
5. Partnership with Innisfail
6. Q & A





Global Director of Energy from Waste

Andreas Karlsen



Green
Transition
Holding

Andreas has 8 years of experience in the oil and gas industry where he mainly focused on rig new builds and upgrades as well as offshore wind projects.

He held various positions within engineering, new product development and sales.

He has also held a central role in commercialization and development of low carbon solutions towards the oil and gas industry and project execution.

Andreas also serves as the Chairman for Varme Energy

Supported by strong, industrial owners

Varme Energy is majority owned by Green Transition Holding, a Norwegian EfW specialist



GTH is a project developer and asset owner focusing on Energy-from-waste (EfW), Carbon Capture & Storage and district energy



Established in 2020 to commercialize on +30 years industrial knowhow and unique technology held within our group companies



Actively exploring other zero emissions technology across the EfW and bio energy value chain



Portfolio of 8 bio energy district heating plants following the acquisition of AT Biovarme in 2021



Option for first greenfield EfW project in the UK secured



In-house EPC capabilities



Proprietary EfW technology



Operational knowhow



Carbon Capture and Storage Expertise (CCS)



Green
Transition
Holding

Group companies



AITOS
GASIFICATION
TECHNOLOGY



CARBON
CIRCLE



ecvio

PIPEOTECH
[SEALING YOUR INTEGRITY]

GREEN BIO



Norwegian team with deep industry knowledge

GTH Management



Paal Skoe
CEO



Helge Rosvold
CTO



Torgeir Segberg
Director, EfW



Geir Otto Amundsen
Director, Bio Energy



Mikkel Andreasen
CFO



Andreas Karlsen
Global Director Energy
from Waste

~60
employees in
the GTH Group



GTH - Board of Directors



Eirik Flatebø
Chairman



Svein Flåtten
Board Member



Christopher Vanay
Board Member



Robert Macleod
Board Member



Petter Dragesund
Board Member



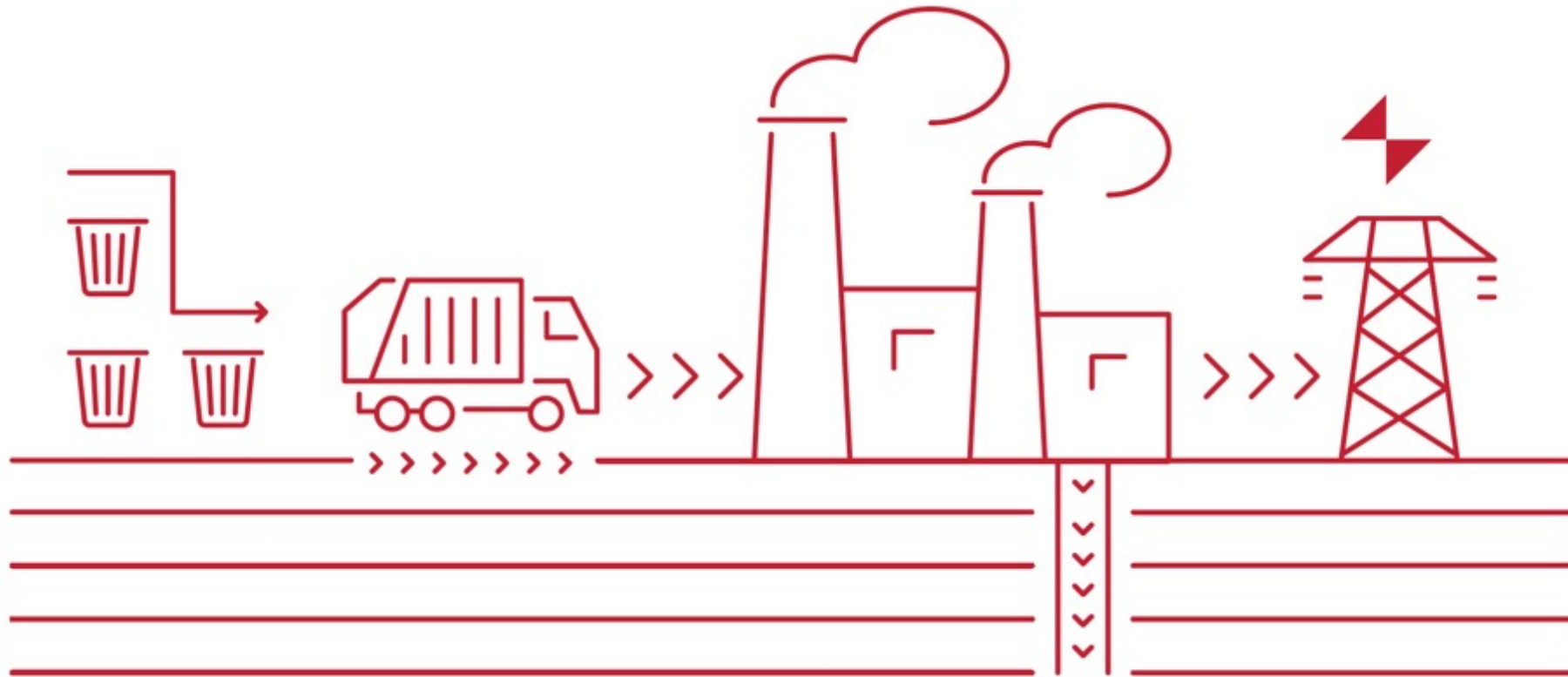
Sigbjørn Bråtane
Board Member



Dag Schjerven
Board Member



Varme Energy Overview



Executive Summary: Developing Waste to Energy Facilities with Integrated Carbon Capture & Storage

1

97% of our waste is currently going to landfills in Canada – where it remains forever



2

Processing our garbage through a waste to energy facility eliminates all methane emissions, and reduces overall GHG emissions associated with our waste by >95%



Landfills account for ~23% of Canada's methane emissions

3

The commercial window for waste to energy + CCS has arrived in Canada. Market fundamentals of investment tax credits, strong carbon pricing, and CCS availability have all materially shifted since 2020



VarME Energy at a glance

Canada's first waste to energy (WtE) specialists



VarME develops, owns and operates facilities for waste to energy, carbon capture & storage (CCS) & district energy



Highly Capable and Experienced Management Team headquartered in Edmonton, Alberta



Commercial negotiations underway on 3 projects - 2 in Edmonton Area and 1 in Innisfail (Signed LOI)



Negotiating waste tipping fee agreements from a variety of sources ~300k tonnes qualified leads in pipeline



Shortlisted for \$25M subsidy through Canadian Government's Low Carbon Economy Challenge



Multiple partnerships in development across supply chain



Exclusive IP & Technology rights



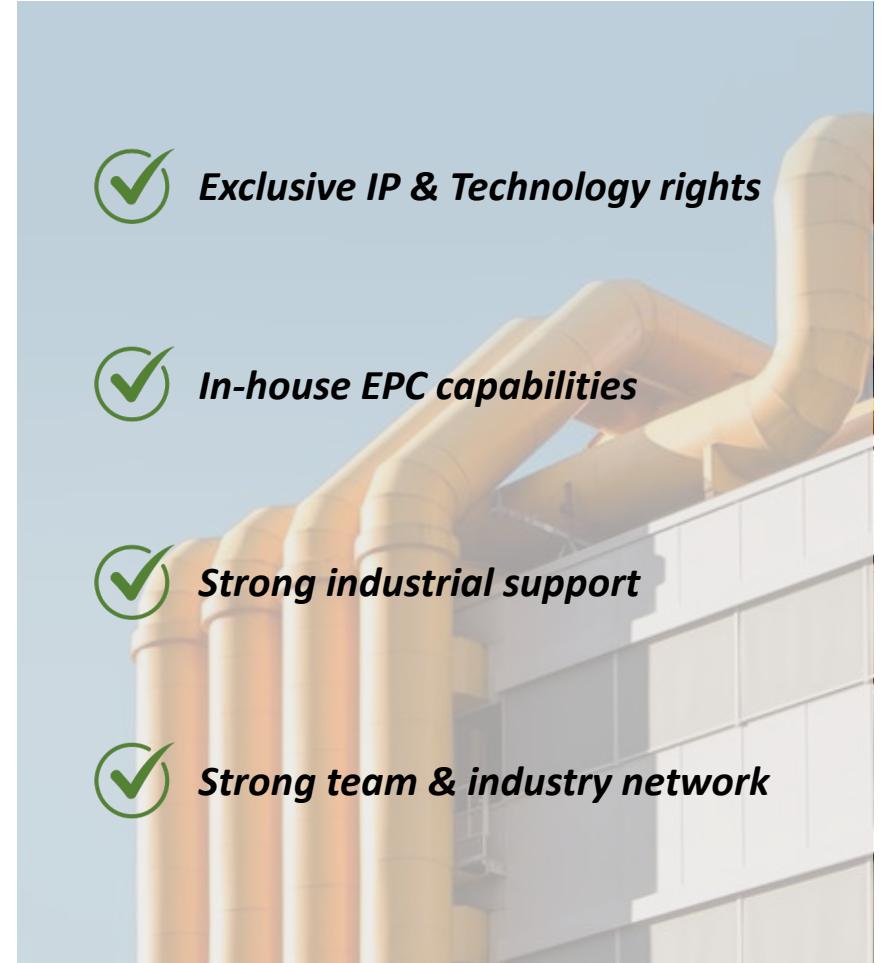
In-house EPC capabilities



Strong industrial support



Strong team & industry network



Execution team with deep industry knowledge

Industrial knowhow, passion, execution, technology

Varme Management Team



Sean Collins
CEO



Rory Wheat
Development Manager



Samir Hamid
Waste Consultant



GTH Management Team



Paal Skoe
CEO



Helge Rosvold
CTO



Torgeir Segberg
Technical Director, EfW



Geir Otto Amundsen
Director, Bio Energy



Mikkell Andreasen
Chief of Staff



Andreas Karlsen
Director, Energy From Waste

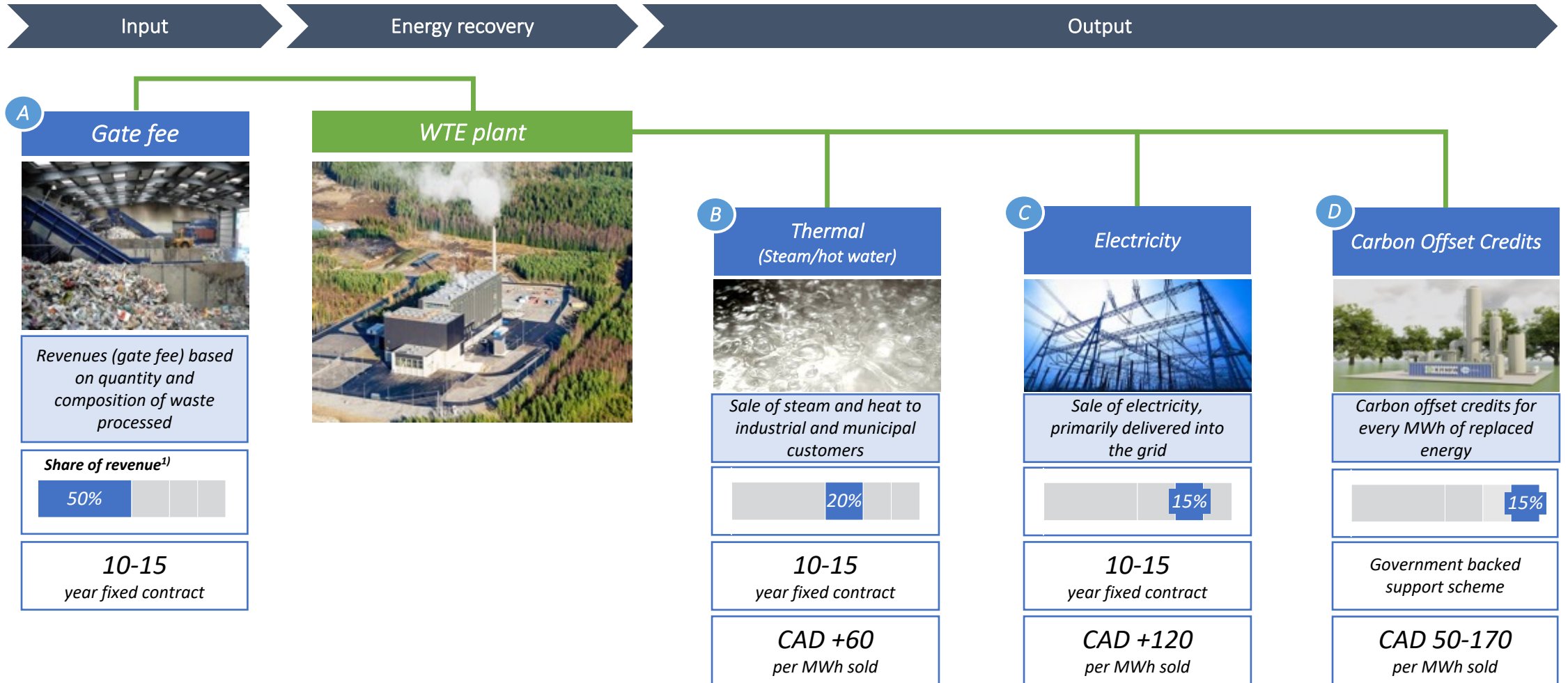
~60
employees in
the GTH Group



Contractor Support Team



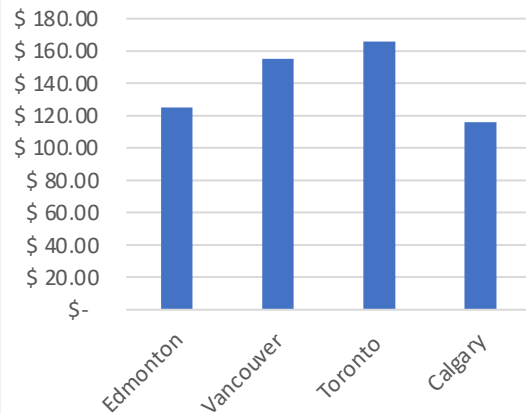
Project Economics



Highly supportive market drivers in Canada

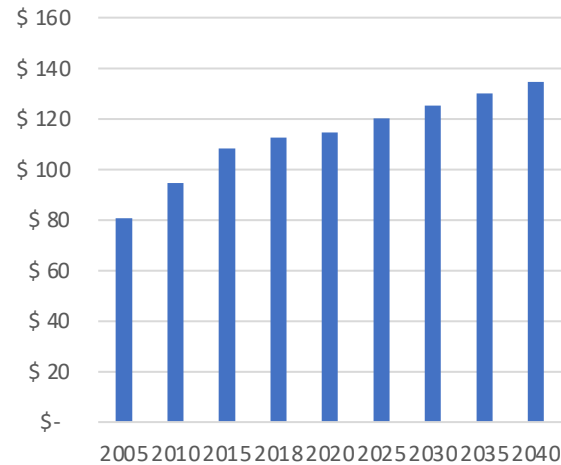
Gate fees development

Landfill tipping fee's Major Cities



Increasing energy prices

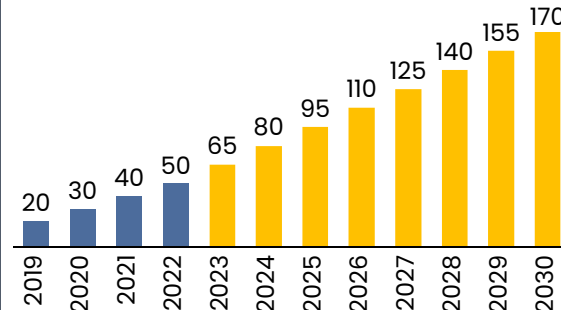
\$ / MWh expected spot market development



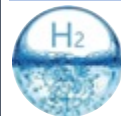
Value added products

Carbon Capture & Storage

CAD/t Carbon offset credits per Co2(e)



Syngas



Major opportunities within Hydrogen & Ammonia

Regulatory push

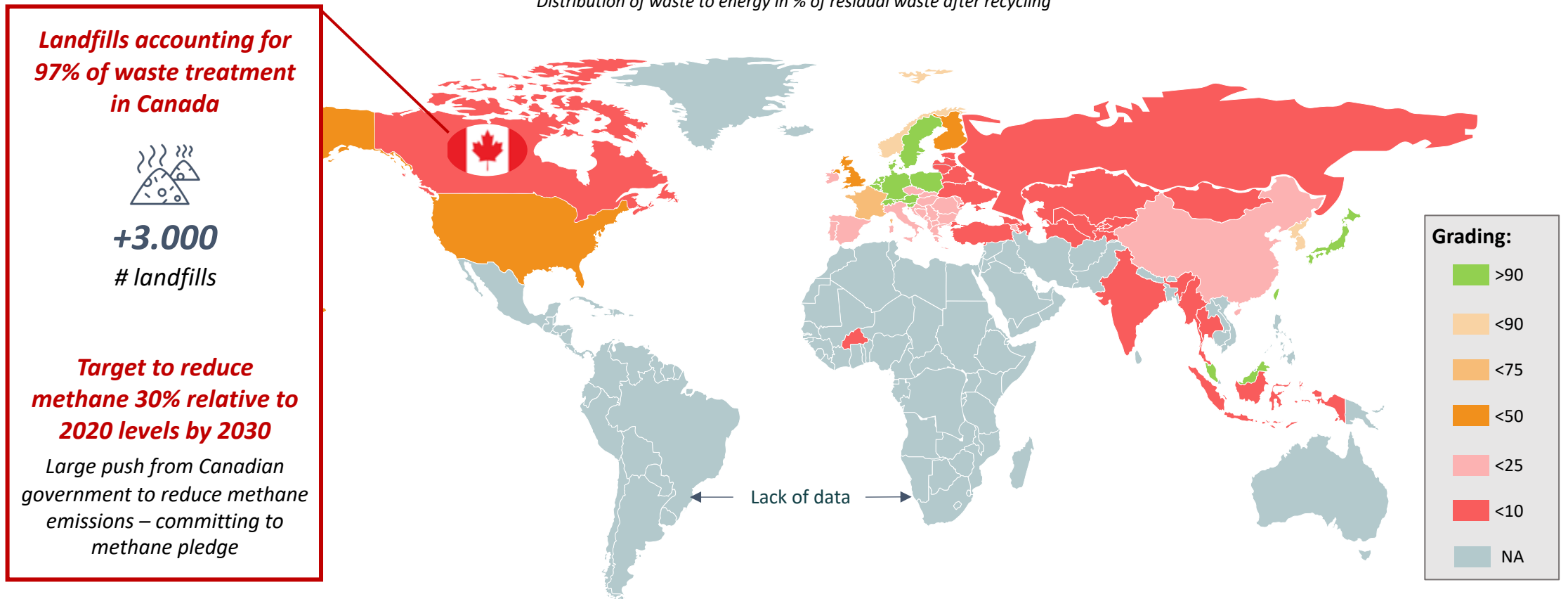
1. **CCS incentive - 50% tax payback of CCS CAPEX after first year in operation**
2. **Global Methane Pledge commitment - reducing methane emissions by 30%**
3. **Municipal Landfill Diversion Targets becoming common**

Demand for zero-carbon solutions and clean, local energy driving plant economics

Canada far behind comparable countries in the development of waste to energy for treatment of waste

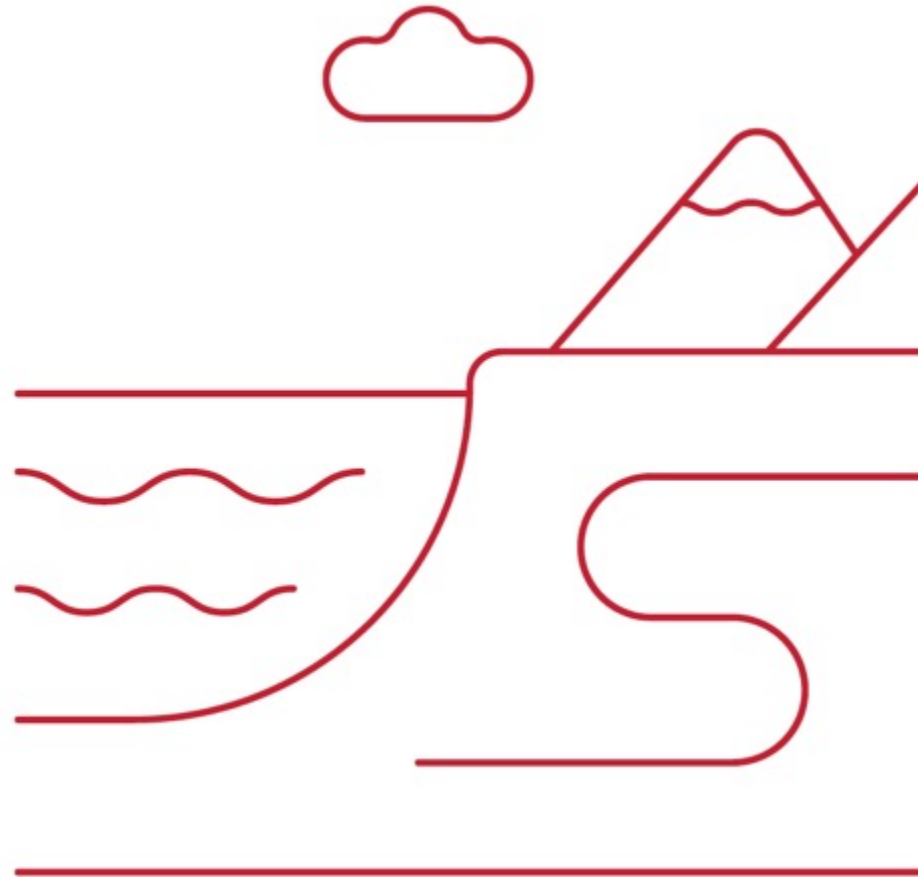
Waste to Energy as a share of residual waste

Distribution of waste to energy in % of residual waste after recycling

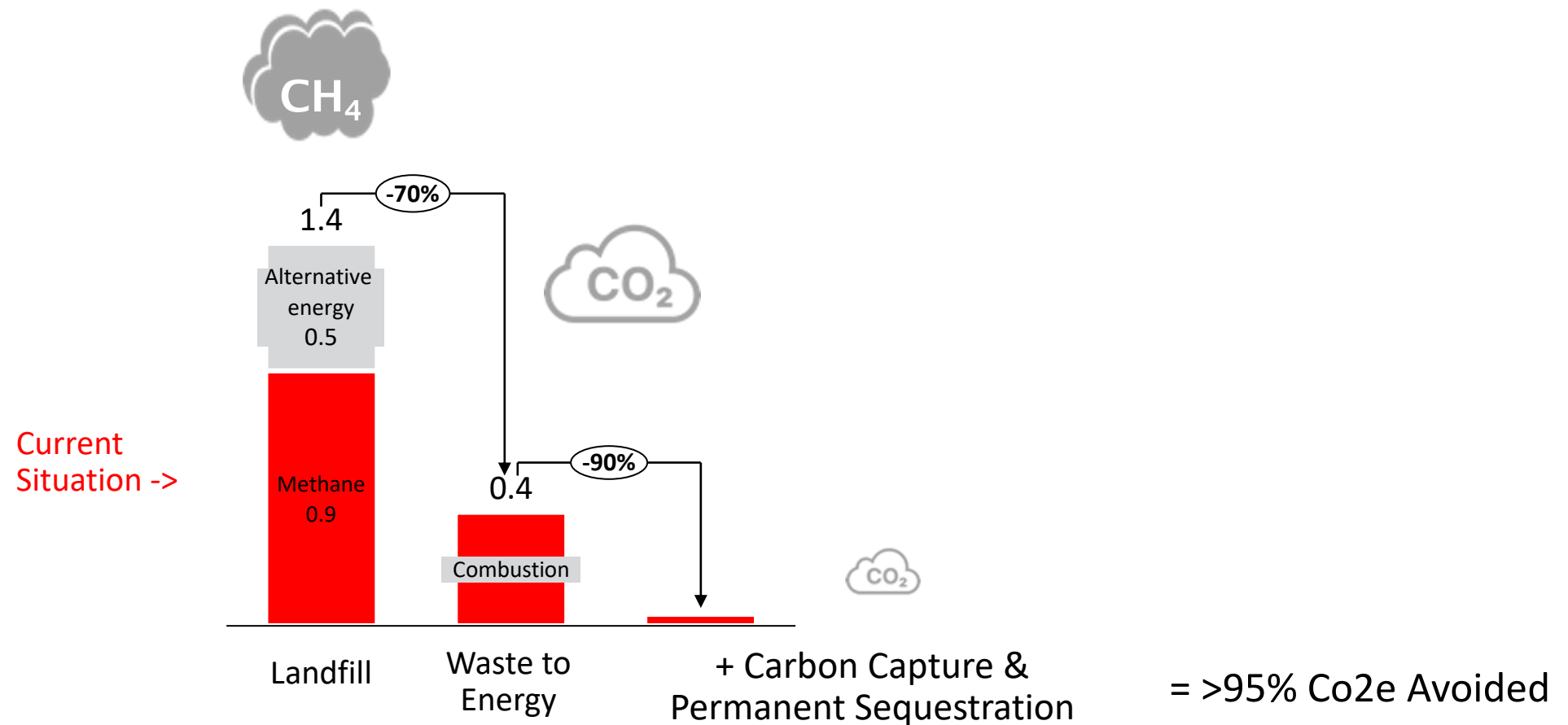


Significant potential from taking position within EfW given regulatory push for reduction in landfills

Our Environmental Impact



Co2e per 1 Tonne of Landfill Garbage



Eliminating Landfills Creates Many Complementary Industries



EU 2000 Starting Point

54%

Recycling & compositing

47%

Waste-to Energy

28%

22%

26%

10%

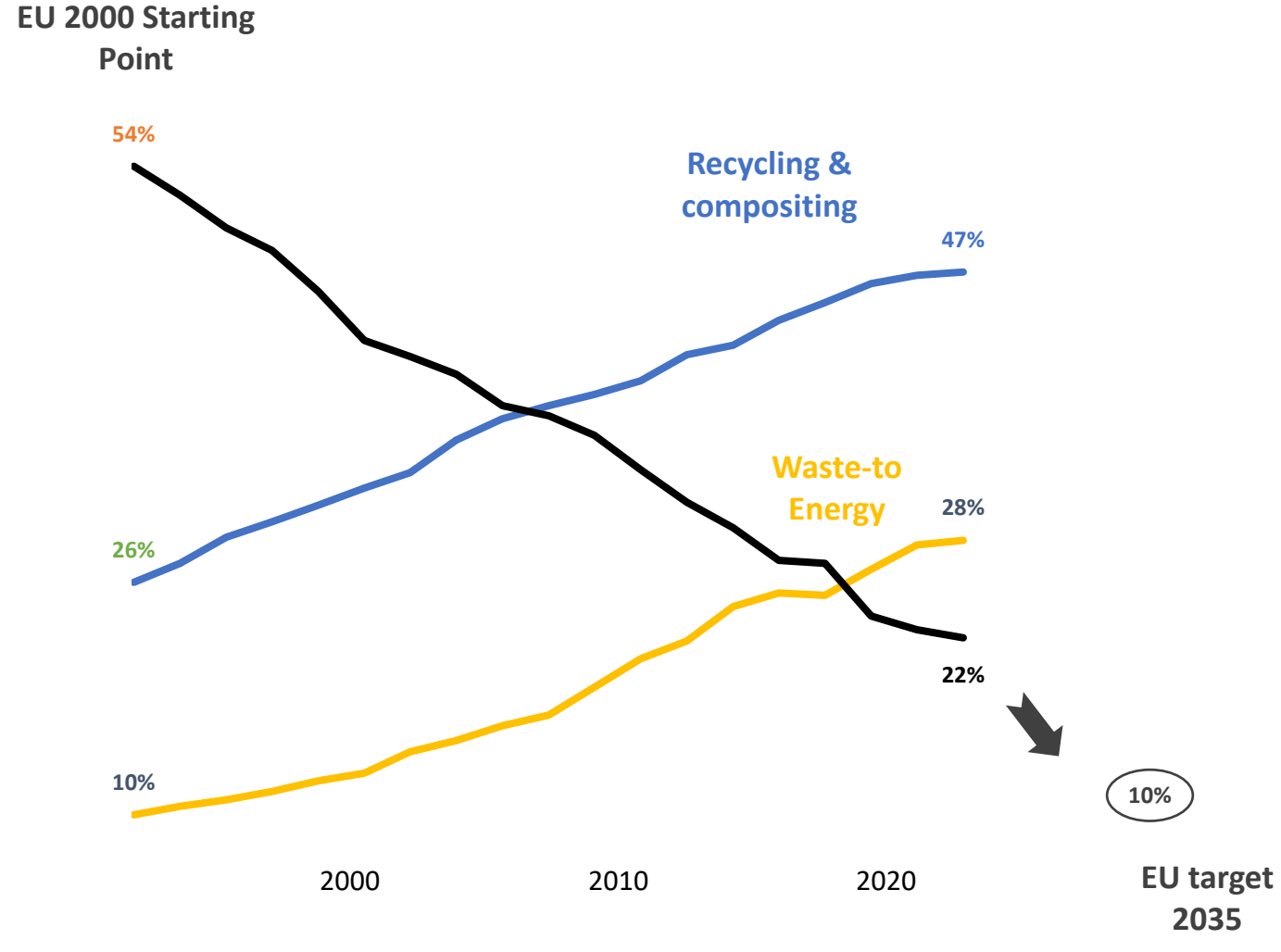
2000

2010

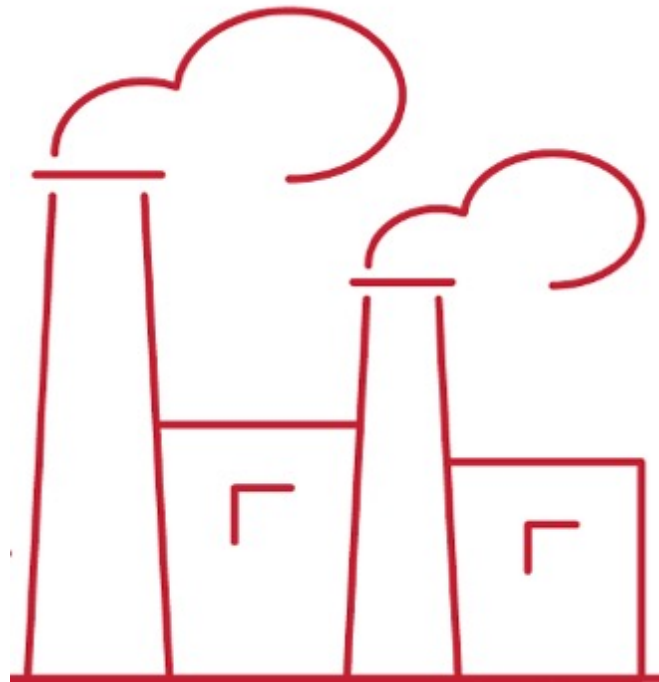
2020

EU target 2035

10%



Aitos Gasification Technology



Gasification 101



Forus Facility
in Stavanger, Norway

AITOS
GASIFICATION
TECHNOLOGY

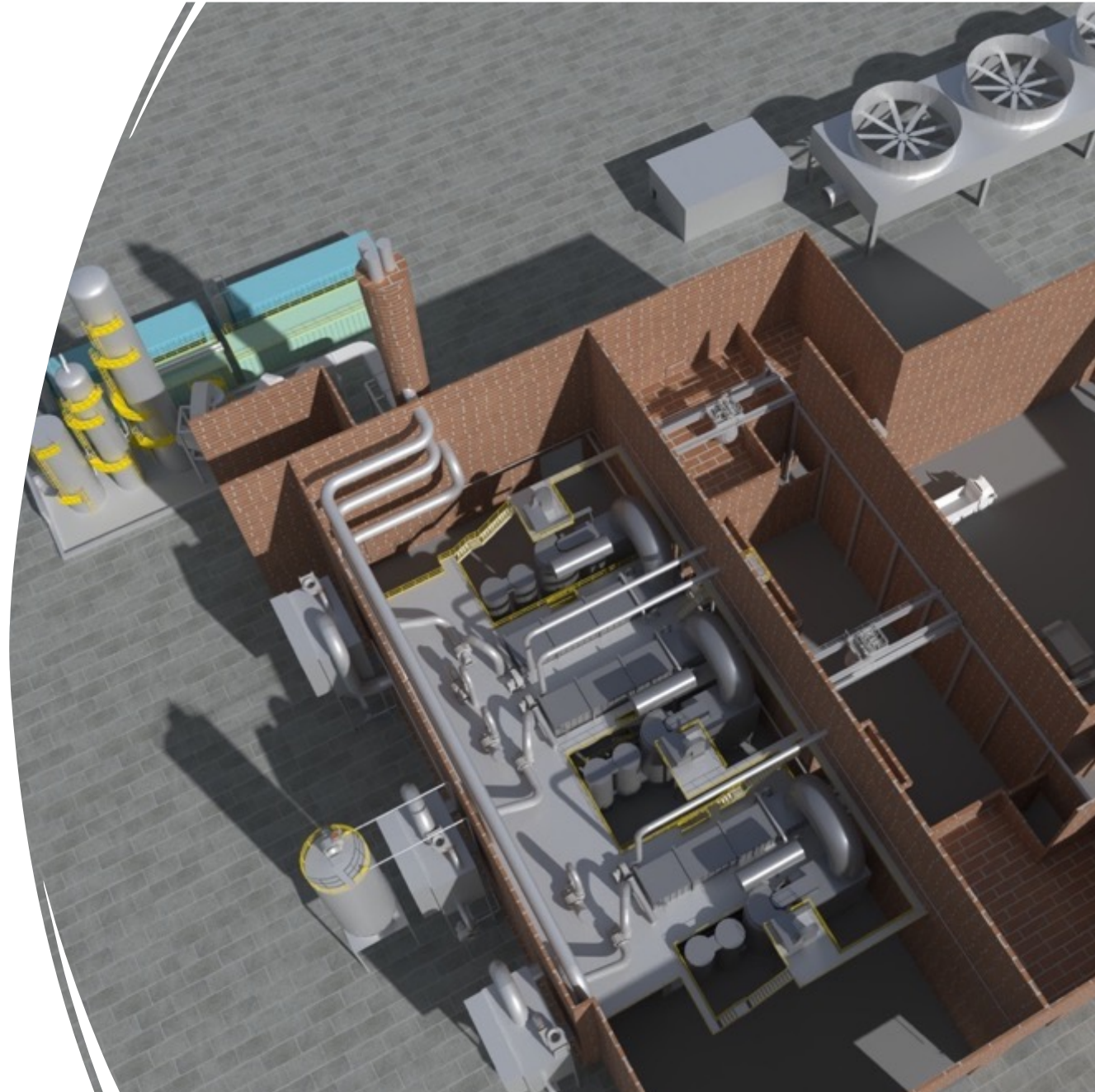


Partial oxidation, where a gasifying medium (steam, air, oxygen or other) interacts with waste at high temperature (550–1800 °C), in which solid material is gasified

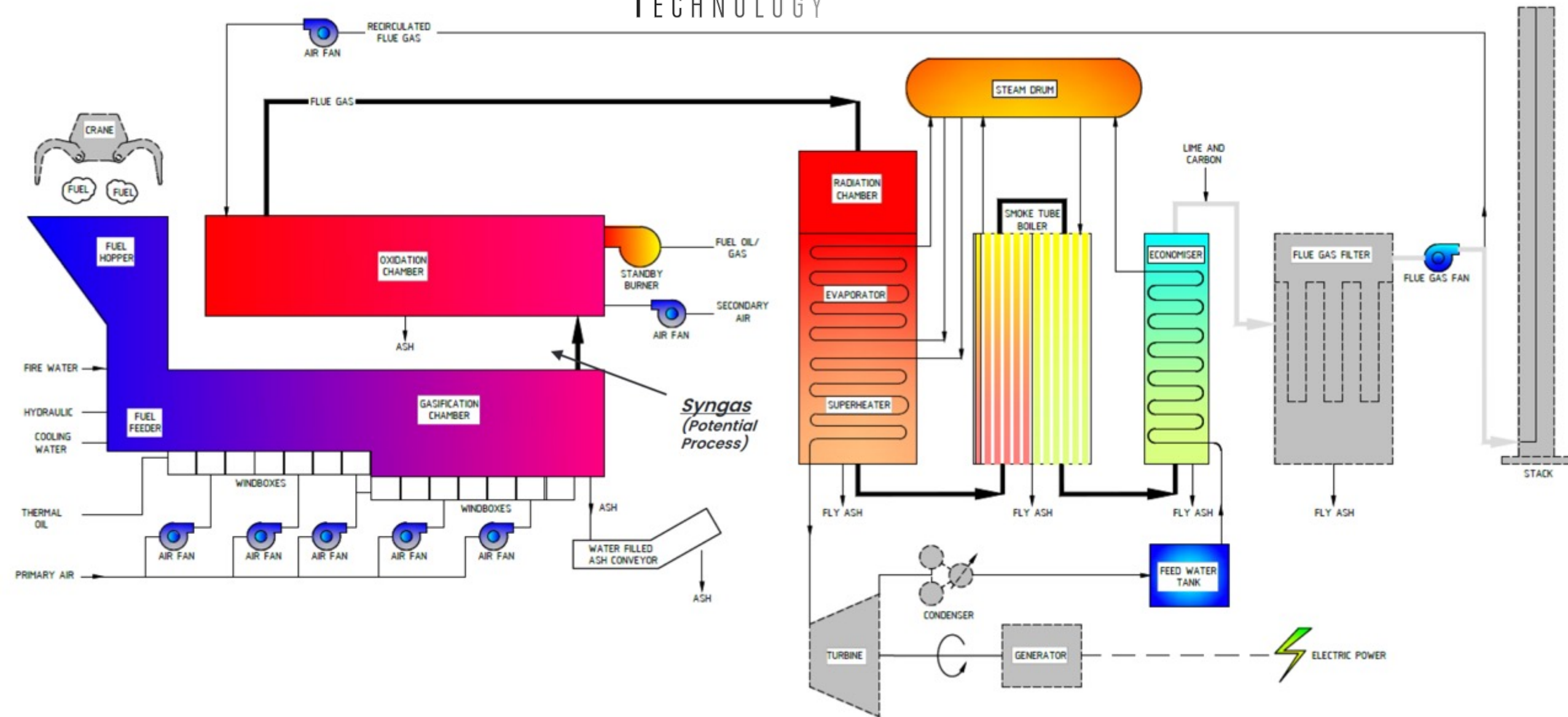
*Output: Syngas, steam (heat/electricity)
Residue: Bottom ash, slag*

AITOS GASIFICATION TECHNOLOGY

- **Patented, proven, strong operational history and low CAPEX**
- **Next generation Advanced Thermal Technology (ATT).**
- **Flexibility to variations in calorific value of waste “adaptive cruise control”**
- **Inherently low NO_x and SO_x surpasses all EU emissions regulations**
- **Modular and scalable in 50,000 tonne/year/oven increments**



AITOS GASIFICATION TECHNOLOGY



Q & A Session



Get in touch:

Sean Collins
CEO

Phone 1.780.232.0339
Email: sean@varme.ca

Rory Wheat
Development Manager

Phone 1.639.840.2131
Email: rory@varme.ca

MEETING DATE: November 8, 2022

PREPARED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **Asset Management Policy 161.22**

BACKGROUND

On February 11, 2020, Asset Management Policy 139.20 was first brought forward to Council. The purpose of this policy is to facilitate the logical, methodical, and informed decision-making for the life-cycle planning of assets to achieve greater asset sustainability and effective allocation of resources. To address the Town's continued Asset Management maturity and growth that have been made across the organization since early 2020, Administration is proposing amendments for Council's consideration.

Within the Asset Management Policy, the Town recognizes the need for the implementation of an Asset Management (AM) Strategy to achieve medium and long-term financial sustainability of the organization. Since the implementation of the Asset Management Policy, the Town has begun promoting asset management principles across the organization, research into comparable communities, and drafting an AM Strategy.

DISCUSSION

The Town has an Asset Management Policy to manage the Town's assets. The intent of the policy is to help guide and optimize decision-making regarding assets over their lifespans. As the Town has matured its Asset Management practices since 2020, a number of updates to the Policy have been identified that will enhance the Policy. As part of the updates to the Policy, a number of changes were made that include, but are not limited to the following:

- Refinement of the Reason for Policy Statement.
- Inclusion of additional Asset Management definitions.
- Addition of Asset Management principles that emphasize best practices.
- Increased involvement with Council.
- Addition of the Financial Analyst position within the Asset Management Advisory Team.
- Update on the Town's new policy template.

In general, the Asset Management Policy specifically addressed the need to:

- (1) Provide a consistent and accurate means of tracking and reporting of the Town's assets (including the planning, creation, operation, maintenance and disposal of assets);
 - (2) Provide a framework which enables the Town to promote and enhance the provision of services at a level that balances customer expectations with cost and business risk;
 - (3) Meet legislative reporting and organizational financial planning requirements; and
-

- (4) Integration of Asset Management practices with its long-term financial planning and budgeting strategies

At the Standing Committee Meeting on October 17, 2020, the following resolution was made:

RES. 23/22

Councillor Sands moved that the Standing Committee of Council recommend to Council to adopt the Asset Management Policy 161.22 as presented.

CARRIED UNANIMOUSLY**FINANCIAL IMPLICATIONS**

None.

ADMINISTRATIVE RECOMMENDATION

1. That Council adopt the Asset Management Policy 161.22 as presented.

ALTERNATIVES

- a) That Council refers this item back to Administration for further information.

ATTACHMENTS

- 139.20 Asset Management Policy (former) – Amended with changes
- 161.22 Asset Management Policy (new)

APPROVALS

Myron Thompson, CAO



Department Director/Author

Policy No.:	<u>161.22</u>	
Policy Title:	<u>Asset Management</u>	<u>Council Approval:</u>
Department:	<u>Infrastructure & Property Services</u>	
Reviewed:	<u>5 years from approval date</u>	<u>Resolution No.:</u>
Revised:		Date:
Supersedes		
Policy/Bylaw:	<u>139.20</u>	

1. Policy Statement

1.1 The Town of Blackfalds (the "Town") recognizes the need to implement an Asset Management ("AM") Strategy to achieve the medium to long term financial sustainability of the organization. The Town will develop and operate an AM Strategy and promote the use of Asset Management principles in all Town departments.

2. Reason for Policy

2.1 The purpose of this Asset Management Policy is to facilitate the logical, methodical and informed decision making for the Town's Asset Management Program to achieve greater Asset Life-cycle management and effective allocation of resources. The policy specifically addresses the following Principals:

2.1.1. Provide a consistent and accurate means of tracking and reporting of the Town's assets (including the planning, creation, operation, maintenance and disposal of assets);

2.1.2. Provide a framework which enables the Town to promote and enhance the provision of services at a level that balances customer expectations with cost and business risk;

2.1.3. Meet legislative reporting and organizational financial planning requirements: and

2.1.4. Integration of Asset Management practices within long-term financial planning and budgeting strategies.

3. Related Information

3.1 International Standards Organization (ISO) Standards 55000:2014

3.2 International Standards Organization (ISO) Standards 55001:2014

3.3 International Standards Organization (ISO) Standards 55002:2018

3.4 International Standards Organization (ISO) Standards 55010:2019

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4. Definitions

- 4.1 **“CAO”** means the Town of Blackfalds Chief Administrative Officer.
- 4.2 **“Asset” (Infrastructure)** means an item, thing, or entity that has potential or actual value to an organization.
- 4.3 **“Asset Life-cycle”** means the full life-cycle span of an asset from the point when a need for it is first established, through design, construction, acquisition, operation and any maintenance or renewal, through to its decommissioning or disposal.
- 4.4 **“Asset Management”** means the process of making decisions about the use and care of infrastructure to deliver in a way that considers current and future needs, manages risk and opportunities, and makes the best use of resources.
- 4.5 **“Asset Management Plan”** means the documented information that species the activities, resources, and timescales required for an individual asset, or grouping of assets, to achieve the Town’s Asset Management objectives.
- 4.6 **“Asset Management Program”** means how the Town’s organizational objectives are to be converted into Asset Management objectives, including the approach for developing the Asset Management Policy, Asset Management Strategy, and Asset Management Plans, in supporting achievement of the Asset Management objectives.
- 4.7 **“Asset Management Strategy”** means the documented information that specifies how the Town’s Asset Management objectives are to be converted into Asset Management objectives, the approach for developing Asset Management Plans, and the role of the Asset Management Program in supporting the achievement of the Asset Management objectives.
- 4.8 **“Critical Asset”** means an asset for which the financial, business or service level of consequences of failure are sufficiently severe to justify proactive inspection and rehabilitation.
- 4.9 **“Community”** refers to all members of the public that live in, work in, operate businesses and visit the Town of Blackfalds.
- 4.10 **“Level of Service”** means the defined standard for the provision of a particular service. Components of defining these standards include quality, quantity, reliability, responsiveness, environmental acceptability, and cost.
- 4.11 **“Principles”** means to provide direction on applying AM within the municipality, and guidance on what the AM program should cover. The Principles should be aligned with the community vision and existing Municipal Sustainability Plan and other strategic plans to ensure the consistency between the municipality’s strategic direction and asset management efforts.
- 4.12 **“Resilience”** means the capacity of the Town to function, so that the people living and working in it survive and thrive no matter what the changes, stresses or shocks they encounter.
- 4.13 **“Risk”** means the degree of price volatility and/or chance of failure carried by an asset factoring the impact of failure and asset criticality.

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7. Special Situations

7.1 N/A

8. Appendix

9. End of Policy

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PROCEDURE	Policy No.: 161.22 Policy Title: Asset Management Department: Infrastructure & Property Services
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1. Preamble

1.1 Asset Management Strategy Objectives

- 1.1.1 The following objectives that emphasize Asset Management best man will be implemented as part of the Town's Asset Management Program:
- Clearly define Levels of Service that support customer needs and meet regulatory requirements, while accounting for risk, costs and available resources;
 - Establish and maintain a record of the value and depreciation rates of all tangible assets owned by the Town;
 - Review, on an on-going basis, business processes related to asset acquisition, risk management, asset maintenance, asset disposition, and service provision;
 - Establish a set of corporate standards that ensure consistency in the decision- making process as to how assets are managed;
 - Modify business processes as necessary to ensure continuous improvement, and ensure operational effectiveness and efficiency;
 - Ensure legislative requirements and regulatory standards are met; and
 - Achieve continuous improvement in asset management process through on-going improvements to data quality to provide increased forecast reliability.

2. General

2.1. Asset Management Advisory Team & Staffing Requirements

- 2.1.1. To ensure the success of the AM Strategy, a cross functional asset management team will be established. The Asset Management Advisory Team (AMAT) will be made up of subject matter experts in their functional departments. Each of these subject matter experts will be responsible for providing departmental specific asset management requirements to help facilitate the development of the AM Strategy. The AMAT will provide advice on an ad-hoc basis during the initiation of asset management activities, and on an on-going basis during development of planning and asset management activities.
- 2.1.2. To support AM initiatives for the Town, a new full-time staff member, Asset Management Coordinator, will be required. The AMAT will be chaired by the Asset Management Coordinator and meetings will be held at the call of the chair.

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v. Buildings are of high-quality design and environmental performance;

vi. Neighborhoods in Blackfalds are designed to encourage walkability; and

vii. Infrastructure projects are considered and negotiated among multiple levels of government.

3.4 Level of Service

4.3.1 In order to effectively develop, and maintain a sustainable AM Strategy, the Town of Blackfalds recognizes that the Level of Service for community services are directly influenced by budget and administrative policy, where applicable.

3.5. Reporting

3.5.1. A draft version of the Asset Management Strategy will be developed that incorporates AMAT, external, and customer consultation requirements as necessary. Once the final Strategy is approved, this Procedure may be updated to align with the Strategy.

4. End of Procedure

Approval

Chief Administrative Officer

Date

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Chief Administrative Officer

Date

Policy No.:	161.22	Council Approval: Resolution No.: Date:
Policy Title:	Asset Management	
Department:	Infrastructure & Property Services	
Reviewed:	5 years from approval date	
Revised:		
Supersedes Policy/Bylaw:	139.20	

1. Policy Statement

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- 4.9 **“Community”** refers to all members of the public that live in, work in, operate businesses and visit the Town of Blackfalds.
- 4.10 **“Level of Service”** means the defined standard for the provision of a particular service. Components of defining these standards include quality, quantity, reliability, responsiveness, environmental acceptability, and cost.
- 4.11 **“Principles”** means to provide direction on applying AM within the municipality, and guidance on what the AM program should cover. The Principles should be aligned with the community vision and existing Municipal Sustainability Plan and other strategic plans to ensure the consistency between the municipality’s strategic direction and asset management efforts.
- 4.12 **“Resilience”** means the capacity of the Town to function, so that the people living and working in it survive and thrive no matter what the changes, stresses or shocks they encounter.

4.13 **“Risk”** means the degree of price volatility and/or chance of failure carried by an asset factoring the impact of failure and asset criticality.

4.14 **“Sustainability”** means meeting the needs of the present without compromising the ability of future generations to meet their own needs.

5. Responsibilities

5.1 Municipal Council to:

- 5.1.1 Approve by resolution this policy and any amendments.
- 5.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.
- 5.1.3 Prioritize effective stewardship of assets and articulate community values.
- 5.1.4 Consider the Level of Service sustainability delivered to the community.

5.2 Chief Administrative Officer to:

- 5.2.1 Recommend this policy and any amendments for adoption by Council.
- 5.2.2 Implement this policy and approve procedures and exceptions.
- 5.2.3 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.
- 5.2.4 Be a visible champion for the implementation of the Asset Management Policy across the organization.

5.3 Corporate Leadership Team (Directors and CAO) to:

- 5.3.1 To lead the adoption of the policy within departments.
- 5.3.2 Communication of policy across the Town.

5.4 Director of each Department to:

- 5.4.1 Ensure implementation of this policy and procedure.
- 5.4.2 Ensure that this policy and procedure is reviewed every five years.
- 5.4.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

5.5 Manager to:

- 5.5.1 Understand and adhere to this policy and procedure.

5.5.2 Ensure employees are aware of this policy and procedure and allocate sufficient resources as necessary.

5.6 Asset Management Coordinator to:

5.6.1 The Asset Management Coordinator is delegated authority by the CAO, to lead in the development and management of an Asset Management Strategy. This includes the promotion of the AM Strategy and providing support to department managers to identify current AM strategies and implement changes identified in the Strategy.

5.6.2 The development and maintenance of an asset registry to track assets.

5.7 Asset Management Advisory Team to:

5.7.1 An Asset Management Advisory Team (AMAT) will be established and provide advice on an ad-hoc basis for matters concerning corporate asset management initiatives. The AMAT will be chaired by the Asset Management Coordinator and meetings will be held at the call of the chair. This group will be a cross-functional team with members from departments and business units that hold responsibility for municipal assets. The whole or part of the AMAT may be convened as appropriate for the matter at hand. Committee members may include:

- i. Infrastructure and Property Services Director
- ii. Corporate Services Director
- iii. Community Services Director
- iv. Infrastructure Services Manager
- v. Parks & Recreation Manager
- vi. Finance Manager
- vii. IT Services Manager
- viii. Asset Management Coordinator
- ix. Financial Analyst
- x. Public Works Foremen (Fleet Management)
- xi. Emergency and Protective Services Manager
- xii. Abbey Centre Manager

6. Exclusions

6.1 N/A

7. Special Situations

7.1 N/A

8. Appendix

9. End of Policy

DRAFT

PROCEDURE	Policy No.: Policy Title: Department:	161.22 Asset Management Infrastructure & Property Services
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1. Preamble

1.1 Asset Management Strategy Objectives

1.1.1 The following objectives that emphasize Asset Management best man will be implemented as part of the Town's Asset Management Program:

- i. Clearly define Levels of Service that support customer needs and meet regulatory requirements, while accounting for risk, costs and available resources;
- ii. Establish and maintain a record of the value and depreciation rates of all tangible assets owned by the Town;
- iii. Review, on an on-going basis, business processes related to asset acquisition, risk management, asset maintenance, asset disposition, and service provision;
- iv. Establish a set of corporate standards that ensure consistency in the decision- making process as to how assets are managed;
- v. Modify business processes as necessary to ensure continuous improvement, and ensure operational effectiveness and efficiency;
- vi. Ensure legislative requirements and regulatory standards are met; and
- vii. Achieve continuous improvement in asset management process through on-going improvements to data quality to provide increased forecast reliability.

2. General

2.1. Asset Management Advisory Team & Staffing Requirements

2.1.1. To ensure the success of the AM Strategy, a cross functional asset management team will be established. The Asset Management Advisory Team (AMAT) will be made up of subject matter experts in their functional departments. Each of these subject matter experts will be responsible for providing departmental specific asset management requirements to help facilitate the development of the AM Strategy. The AMAT will provide advice on an ad-hoc basis during the initiation of asset management activities, and on an on-going basis during development of planning and asset management activities.

2.1.2. To support AM initiatives for the Town, a new full-time staff member, Asset Management Coordinator, will be required. The AMAT will be chaired by the Asset Management Coordinator and meetings will be held at the call of the chair.

2.2. Public Participation

- 2.2.1. The Town will develop a Participant Involvement Program that identifies key internal and external stakeholders and customers that are to be engaged as part of consultation for Asset Management Plans. This can include conducting a public engagement session to obtain public input on important asset management matters for the Town. All information obtained from public participation will be reviewed and considered for inclusion in the AM Strategy and/or asset-specific Asset Management Plans.

3. Other Considerations

3.1 10 Year Capital Plan

- 3.1.1 The Town recognizes that the implementation of an AM Strategy is directly correlated to the Town's Ten-Year Capital Plan. As AM for the Town evolves and priorities are determined, the re-prioritization of Capital projects so the Town can meet its asset management needs and maintain fiscal responsibility.

3.2 Operational Budget

- 3.2.1 On an annual basis, the Town reviews its annual operating budget. As part of this process, annual repairs and maintenance costs for assets are identified if information is available. The amount of budget allocated for annual repairs and maintenance is directly influenced by the age and condition of Town assets. As part of the Town's commitment to the sustainable financial planning and budget strategy, overall life-cycle costs, including ongoing repairs and maintenance, will be accounted for.

3.3 Municipal Sustainability Plan

- 3.3.1 In the 2020 Municipal Sustainability Plan (MSP), the vision for the Town of Blackfalds is defined as "a progressive and growing family community, situated in an economically sustainable, collaborative, healthy, safe, and beautiful living environment, where opportunities are abundant and realized through partnerships and innovation." Of the MSP five sustainability pillars for the Town, Infrastructure and Buildings, has been identified as the one which includes the entire built environment in Blackfalds.

- 3.3.2 The following are key excerpts from the Infrastructure and Buildings sustainability pillar that pertain to Asset Management:

- i. Ensure Blackfalds is a livable community that people seek out for its high quality of life;
- ii. Maintain a range of facilities to service diverse interests and needs;
- iii. Take a proactive approach to growth and new infrastructure and repair;
- iv. Invest in infrastructure across the entire municipality;

-
- v. Buildings are of high-quality design and environmental performance;
 - vi. Neighborhoods in Blackfalds are designed to encourage walkability; and
 - vii. Infrastructure projects are considered and negotiated among multiple levels of government.

3.4 Level of Service

- 4.3.1 In order to effectively develop, and maintain a sustainable AM Strategy, the Town of Blackfalds recognizes that the Level of Service for community services are directly influenced by budget and administrative policy, where applicable.

3.5. Reporting

- 3.5.1. A draft version of the Asset Management Strategy will be developed that incorporates AMAT, external, and customer consultation requirements as necessary. Once the final Strategy is approved, this Procedure may be updated to align with the Strategy.

4. End of Procedure

Approval

Chief Administrative Officer

Date

MEETING DATE: November 8th, 2022

PREPARED BY: Myron Thompson, Chief Administrative Officer

PRESENTED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: **External Board Council Appointments**

BACKGROUND

The October Annual Organizational Meeting, Council included the re-confirmation of Council member appointments to the external boards, committees, and commissions. The appointments included the Intermunicipal Collaboration Framework Committee (ICF) and the Intermunicipal Development Plan (IDP) Board. Both the board and the committee have 2 Council member appointees plus an alternate. Councillor Stendie and Sands are on the IDP Board and Councillor Stendie and Mayor Hoover are on the ICF Committee. The alternate for both the ICF Committee and IDP Board is Councillor Appel.

For Lacombe County, their Councillor representation includes the same Councillor appointees for both the IDP Board and ICF Committee (dual purpose). This variation, from that of the Town's process, was determined in the planning of the IDP and ICF meetings with Lacombe County scheduled for November 14th. The ICF and IDP meetings were planned to take place back-to-back with the subject matter and meeting content closely associated.

DISCUSSION

For consistency, Administration is seeking Council's support in amending our representative structure and consolidating the IDP Board and ICF Committees for consistency with Lacombe County. This would include three member appointees with the same three Town Council members appointed currently as well as the alternate.

Attached is a draft Terms of Reference for review and consideration of Council. A similar document is being utilized by Lacombe County for other municipalities for which they engage in ICF and IDP meetings and discussions. The terms of reference set out the processes, procedures and requirements of the respective municipalities in working together on intermunicipal development planning and collaboration.

FINANCIAL IMPLICATIONS

N/A

ADMINISTRATIVE RECOMMEDATION

1. That Council consolidate the Intermunicipal Development Plan Board and Intermunicipal Collaboration Framework Committee with Council appointees to include Mayor Hoover, Councillor Stendie, Councillor Sands, and alternate Councillor Appel.

2. That this board and committee structure remain in place for the remainder of the Council term unless both the Town of Blackfalds and Lacombe Council agree on a revised structure which would be considered at the respective Annual Organizational Meetings.

ALTERNATIVES

- a) That Council does not consider revisions to the Intermunicipal Development Plan Board and Intermunicipal Collaboration Framework Committee.

ATTACHMENTS

- *Terms of Reference – Town of Blackfalds/Lacombe County Intermunicipal Development Plan and Intermunicipal Collaboration Framework Committee*

APPROVALS



CAO Myron Thompson

Department Director/Author

Town of Blackfalds/Lacombe County Intermunicipal Development Plan and Intermunicipal Collaboration Framework Committee

Terms of Reference

Introduction

1. The Town of Blackfalds and Lacombe County adopted the Town of Blackfalds & Lacombe County Intermunicipal Collaboration Framework (ICF) Master Agreement in March 2020. The two municipalities have had an intermunicipal development plan (IDP) in place for many years. Both the ICF and the IDP call for the establishment of a Committee to facilitate implementation of the plan/framework. These terms of reference describe the role of the Committee and its operation in detail.

Purpose and Objectives of Committee

2. For matters addressed under the Intermunicipal Collaboration Framework, the Committee will develop recommendations to the Councils on matters of strategic direction and cooperation affecting the Town of Blackfalds and Lacombe County residents, except matters where other current operating structures and mechanisms are operating successfully.
3. For matters addressed under the Intermunicipal Development Plan, the Committee may:
 - a) Make recommendations to both Councils on intermunicipal land use planning matters that are referred by either municipality;
 - b) Monitor the performance of the IDP, including overseeing implementation actions;
 - c) Review any proposed annexations;
 - d) Review any proposed amendments to the IDP;
 - e) Serve as an informal review body for any proposed area structure plan, proposed concept plan or application that may have a significant impact on the IDP Plan Area that is referred to the Committee; and
 - f) Assist with the resolution of disputes in accordance with the IDP by following the processes established in the IDP.

Composition and Quorum

4. The Committee is composed of three Elected Officials from the Town, three Elected Officials from the County, the Chief Administrative Officer or designate of the Town and the County Manager or designate of the County.
5. Quorum shall be six members of the Committee consisting of two Elected Officials from the Town, two Elected Officials from the County, the CAO or designate from the Town, and the County Manager or designate from the County.

6. The Town and County may appoint alternate Elected Officials for the Committee. It is the responsibility of the Elected Official who is not able to attend a meeting and requesting the alternate to fill in for them to ensure the alternate is up to date prior to the meeting.

Chair of Committee and Administrative Support

7. The Committee Chair and Vice Chair positions shall be elected by the members of the Committee from amongst the Elected Officials, and unless otherwise determined by the Committee shall normally serve for a term of four years with the position rotating between the Town and the County.
8. The Committee Chair and Vice Chair shall not be from the same municipality.
9. Unless otherwise determined by the Committee, the municipality from which the Chair is chosen shall provide the administrative support to the Committee for the term of the Chair.

Decision Making Authority

10. The Committee is a recommendation making committee that advises each Council.
11. The Committee members acknowledge and agree that any issue agreed to in Committee discussions is an agreement in principle that is subject to approval by the Councils of the Town and County.

Committee Decision Making Protocol

12. The Committee shall make decisions and recommendations on a majority consensus basis. The definition of consensus will be the definition used in the ICF.
13. Only the Elected Official members of the Committee shall participate in making Committee decisions and recommendations.

Reporting to Councils

14. Committee members may report back to their respective Councils during in-camera meetings on the condition that the content matter of the updates is not disclosed to the public or others by Council, individual Council members, municipal staff or any other person receiving the update.
15. Recommendations to individual Councils will occur when the Committee members have consensus on the advice, they wish to provide on a given issue. This may include:
 - a) Recommendations on options for proceeding;
 - b) Recommendations on further review and discussion of a topic;

- c) Advising no agreed upon recommendations have been reached in the allotted timeframe where a timeframe has been specified; or
- d) Advising on moving to the Dispute Resolution process to resolve an issue where the Committee could not reach consensus.

16. The Committee's recommendations may be delivered to Councils by:

- a) A joint Council meeting;
- b) A joint presentation to individual Councils;
- c) A joint written submission agreed to by the Committee for delivery to individual Councils; or
- d) A combination of the above.

Respectful Discussion and Behavior

17. To build trust and foster open, honest and effective discussion Committee members agree to engage in respectful behavior at all times. As needed, any Committee member may call for a "time out" to address any lapse in decorum.

Freedom to Speak, Confidentiality, and Without Prejudice Discussions

18. Discussions of the Committee are to be kept confidential except:

- a) Where sharing information is necessary to keep Councils and municipal staff informed;
- b) Information that the Committee has agreed to release to the public and is in the public domain;
- c) When required to be shared with an outside party or consultant working with the Committee.

19. Committee members agree that all discussions are made "without prejudice" and cannot be used as evidence or information in any other process or proceeding with the express written agreement of the Committee.

Caucusing

20. The Town and County members of the Committee agree that caucusing may be used as needed during the course of any Committee meeting.

21. Caucuses will be time-limited, and the outcome will be shared with the entire Committee once the Committee has reconvened.

Communication with the Public and the Media

- 22. Any consultation, communication or sharing of information with the public will be done jointly.
- 23. The Town and County may prepare and distribute joint media releases as deemed necessary by the Committee. The Mayor will act as the spokesperson for the Town of Blackfalds and the Reeve will act as the spokesperson for Lacombe County.

Administrative Support and Record Keeping

- 24. The municipality of the Chair will provide administrative support for agenda preparation, distribution of materials, meeting arrangements and record keeping.
- 25. After every Committee meeting confidential meeting notes will be prepared and distributed and these notes will summarize the Committee's discussion.
- 26. The CAO, or designate, of the Chair's municipality will summarize the consensus achieved, outstanding points of discussion, or agreed upon follow up actions at each meeting.
- 27. Meeting notes will be reviewed at the start of each Committee meeting.
- 28. The CAO, or designate, of the Town and County will create the agenda for each Committee meeting and the agenda and supporting materials will be distributed at least seven days prior to the meeting.

Resources

- 29. The Committee will be given the authority to call upon any municipal resources or subject matter experts to support any decision-making activity and this will be supported by the members subject to sufficient budgetary approval to do so.

Acceptance and Agreement to abide by Terms of Reference

Town of Blackfalds

Date

Mayor

Signature

CAO

Signature

Lacombe County

Date

Reeve

Signature

County Manager

Signature

MEETING DATE: November 8, 2022

PREPARED BY: Rick Kreklewich, Director of Community Services

SUBJECT: **Habitat for Humanity Project – Blackfalds**

BACKGROUND

Habitat for Humanity Red Deer (HFHRD) purchased land in the Town of Blackfalds, Alberta in 2021 to commence Phase II of their affordable housing project to house 4 additional Central Alberta families in need of safe, decent, and affordable housing. In August 2021, Habitat Red Deer completed Phase I at Vista Trail, with the first 2 duplexes completed. These units are now home to 4 Blackfalds families.

The Aspen Lakes West Phase II project broke ground in May 2022 with a target completion date of April 2023. A formal groundbreaking ceremony was held on April 21st to introduce our 4 new partner families. Each partner family will be required to complete 500 volunteer hours as part of their commitment to becoming homeowners. To assist with construction, Habitat for Humanity Red Deer has coordinated teamBUILD days with sponsoring companies.

DISCUSSION

Administration has had ongoing communication with Habitat for Humanity on the Blackfalds project, including opportunities to support the project through teamBUILD. This provides team building for participants while providing the opportunity to learn new skills and work collaboratively on tasks that will help with the completion of the project.

The Habitat for Humanity, Development and Communications Coordinator has indicated there is an opportunity for the Town of Blackfalds Council and Administration to participate in a teamBUILD on November 25th, 2022. The project would include finishing work and painting. Administration believes that sponsoring a one-day teamBUILD with a maximum of 10 volunteers for a sponsorship amount of \$1,500 works best for our organization.

The following is provided for the teamBUILD:

- A day of hands-on building on the construction site
- On-site safety orientation and training
- On-site signage with your team name and logo displayed
- Co-branded official Habitat Red Deer t-shirts
- Food and beverages - lunch is provided on site
- A commemorative photo of your group on site
- Recognition on our website, social media, and newsletter
- An invitation to our Home Dedication Ceremony

FINANCIAL IMPLICATIONS

The sponsorship amount for the teamBUILD is \$1,500 and all hands-on volunteer work would be considered in-kind support for the project.

ADMINISTRATIVE RECOMMENDATION

1. That Council sponsor the Habitat for Humanity teamBUILD on November 25th, 2022, in the amount of \$1,500 and through the CAO, determine individual participation for the teamBUILD.

ALTERNATIVES

- a) That Council refers this item back to Administration for further information.

ATTACHMENTS

- None

APPROVALS



CAO Myron Thompson



Department Director/Author



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October 31, 2022

Mayor
Box 220,
Blackfalds, AB T0M 0J0

Jamie
5018

Waghorn

Hoover
Street

Salutations,

I am writing to you today with exciting news! On Saturday, November 26th, Santa Claus will be visiting the Town of Sylvan Lake! As part of the Town of Sylvan Lake's Light Up the Lake festivities, we cordially invite you to participate in our "Santa Claus Parade".

This year's theme is "Holiday Magic", and all events will be tailored around this theme. We are now accepting float registrations for those that are interested in entering the parade. There is no fee to enter the parade and we are excited to see the creativity in the floats this year! Please note that you will be required to arrange for your own vehicle, driver, and/or float for your entry.

If you are interested in participating in the parade, please fill out the form located at www.VisitSylvanLake.ca/paraderegistration before Wednesday, November 23rd, 2022. We do ask that you arrive to line up by no later than 4:00 PM as the parade begins promptly at 5:00 PM.

Best wishes,

Nathan Young
Special Event Coordinator
Town of Sylvan Lake
403.864.5148



MEETING DATE: November 8th, 2022

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

SUBJECT: **Enforcement and Protective Services Monthly Report - October 2022**

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 September for Municipal Enforcement, Fire Services, RCMP and Emergency Management.

ATTACHMENTS

- *Municipal Enforcement: statistics, October 2022*

APPROVALS



CAO Myron Thompson



Department Director/Author

Protective Services**Town of Blackfalds Municipal Enforcement:**

October was a relatively quiet month with 56 investigational files being opened, two vehicles were towed resulting from drivers with no insurance or registration. There were 139 Violation tickets issued during the month of October.

18 files were opened in relation to Animal Control Bylaw events, from aggressive dogs, barking complaints, cats or dogs running at large, and two dog bites. 15 files were opened under the Community Standards bylaw, these varied from noise complaints, unsightly properties, and parking issues related to derelict vehicles. 6 files were created relating to the Traffic Bylaw, mainly dealing with parking issues in residential areas. There were several files associated with assisting other departments including the RCMP.

Focus continued to be on road safety, in particular school zones. Three violation tickets were issued during the month for vehicles passing school buses with their stop signs out and red lights flashing. We continue to see drivers disregarding the rules when stopping to drop off youth for school, parking within a crosswalk, parking too close to the intersections, and not allowing pedestrians to clear the crosswalk before proceeding through the intersection are some of the more common. ones.

Halloween was a great evening for officers with few complaints or issues observed. Officers were visible in the community patrolling the streets, taking the opportunity to interact with "Trick or Treaters" while handing out candy. This initiative was very well received.

There were 120 Provincial Violation Tickets issued and 19 Municipal fines issued with fines totalling \$30,101.00.

Violation tickets issued.

Act	Tickets	Fine Total	Average Fine
Traffic Safety Act	80	\$16,562.00	\$207.03
UHRR	32	\$8,910.00	\$278.44
Vehicle Equipment Reg.	4	\$486.00	\$121.50
Community Standards Bylaw	4	\$750.00	\$187.50
Operator Licensing and Vehicle Control Regulation	6	\$972.00	\$162.00
Land Use Bylaw	1	\$250.00	\$250.00
Traffic Bylaw	3	\$581.00	\$193.66
Gaming, Liquor and Cannabis Act	3	\$840.00	\$280.00
Animal Control Bylaw	6	\$750.00	125.00

Officers have been working closely with the RCMP school Resource officer, on some bullying complaints, theft complaints as well as graffiti incidents. Our Town camera system continues to assist officers in resolving these investigations, with individuals being identified in several incidents. The cameras have not only assisted in determining who is responsible for some of these actions it has also helped vindicate certain individuals in cases where the complaint was not factual.

Speed signs were once again operational in mid-October after having some technical issues. Data collected only represents from the 17th of October to November 1st. Speed signs were operational on South St. Westbound and Parkwood Northbound. From the 17th of October until the 1st of November the Parkwood sign registered 21,346 vehicles with an overall average speed of 42 km/h., The South St. sign registered 9,823 vehicles during the same period, with the average speed being 46 km/h,

- **Municipal Enforcement Month End Report attached.**
- **Speed Sign Stats attached.**

Blackfalds Fire Rescue

During the month of October, the Fire Department held an Open House on October 12th, during Fire Prevention Week. Approximately 120 people attended.

Three new recruits started this month bringing our staffing numbers up to 31 members in total.

The NFPA 1001 Level II course was completed at the end of September with three members successfully passing the course.

Three recruits who started at the beginning of June passed their probationary test and are now responding to incidents under supervision as part of their next steps.

October call volume was steady with the department responding to twenty-seven incidents.

Fire Department – October 2022 – INCIDENT SUMMARY – PAGE 1 of 1

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0171	1	Medical	202210011748	Corp Limits	N/A	EMS
0172	3	Motor Vehicle Incident	202210030705	Corp Limits	Yes	EMS
0173	3	Alarm	202210031209	Corp Limits	N/A	N/A
0174	4	Medical	202210041125	Corp Limits	N/A	EMS
0175	4	Alarm	202210041145	Lacombe County	N/A	N/A
0176	4	Fire Structure	202210041611	Corp Limits	N/A	Yes
0177	5	Motor Vehicle Incident	202210051400	Corp Limits	Yes	N/A

0178	6	Motor Vehicle Incident	202210061318	Corp Limits	Yes	EMS
0179	8	Alarm	202210081741	Corp Limits	N/A	N/A
0180	10	Alarm	202210101839	Corp Limits	N/A	N/A
0181	11	Fire Grass/Brush	202210110807	Corp Limits	N/A	N/A
0182	13	Fire Vehicle	202210130949	Corp Limits	N/A	Yes
0183	13	Alarm	202210131722	Corp Limits	N/A	N/A
0184	14	Alarm	202210141634	Corp Limits	N/A	N/A
0185	15	Alarm	202210150145	Corp Limits	N/A	N/A
0186	17	Alarm	202210171404	Corp Limits	N/A	N/A
0187	17	Fire Vehicle	202210172021	Lacombe County	N/A	Yes
0188	18	Alarm	202210181926	Corp Limits	N/A	N/A
0189	21	Alarm	202210210859	Corp Limits	N/A	N/A
0190	21	Alarm	202210211005	Corp Limits	N/A	N/A
0191	23	Alarm	202210231303	Corp Limits	N/A	No
0192	24	Motor Vehicle Incident	202210241226	Corp Limits	Yes	EMS
0193	24	Alarm	202210241250	Lacombe County	N/A	N/A
0194	26	Medical	202210260824	Corp Limits	N/A	EMS
0195	29	Alarm	202210291425	Corp Limits	N/A	N/A
0196	29	Alarm	202210291745	Corp Limits	N/A	N/A
0197	31	Medical	202210311901	Corp Limits	Yes	EMS

Occupational Health & Safety

The COR Audit interviews, and data collection process has been completed. The Auditor has forwarded the report to AMSHA who reviews the report. Once the review is complete the Auditor will be able to meet with us and discuss the results of the audit.

The Near Miss program continues to see some input and is providing an anonymous way for those staff to report issues which occur.

RCMP

The RCMP school resource officer has been busy working with enforcement officers in dealing with various incidents occurring throughout the month.

The school resource officer is completing a presentation on bullying in the next month to various classes.

The RCMP has continued to play an integral part in policing within the community, assisting the Blackfalds Detachment whenever possible.

Statistics are currently not available.

Emergency Management

On October 26th, our town participated in the LREMP full-scale emergency exercise. During this time, all the communities within the LREMP partnership were involved in simulating a major winter storm. 13 ICP (Incident Command Posts) were opened within the region. The town of Blackfalds and the city of Lacombe opened their ICP as well as the ESS reception centers.

The Central Region All Hazard Incident Management Team (CRAHIMT) members volunteered their time in each municipality to assist and coach, as well representatives from AEMA (Alberta Emergency Management Agency) attended each providing their guidance throughout.

In the exercise, our Reception Center simulated receiving over 300 evacuated residents from neighbouring municipalities and stranded motorists. Wolf Creek School Division played a very important part in bussing their grade 5 students (acting as evacuated residents) to the reception centers. The youth did an amazing job in their performances. Our ESS team in the reception center did an excellent job in processing the evacuees.

Including Staff, the Mayor, CRAHIMT, PESS, AEMA, AHS, RCMP, School Board and not-for-profit agencies (Red Cross) our town saw over 40 people involved between the ICP and the reception center.

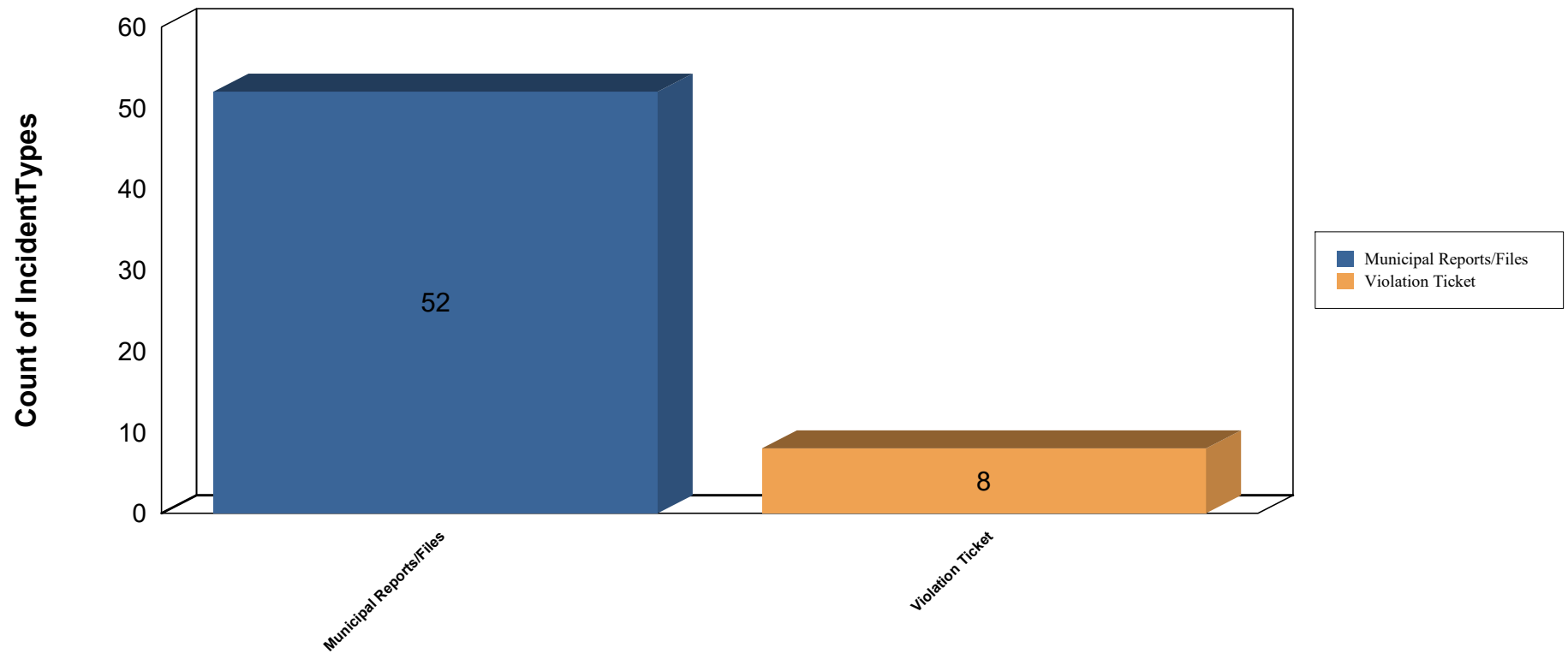
Feedback received from participants to date indicates all found it a very good learning experience and “fun”.

Ken Morrison

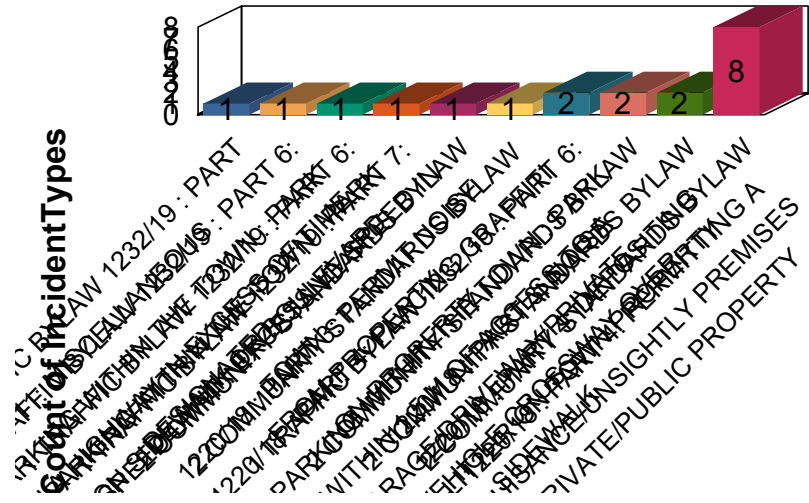
Emergency Management & Protective Services Manager

Town of Blackfalds.

Count of Reports Completed



Count of Incident Types



- 1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON A HIGHWAY IN EXCESS OF TIME DESIGNATED
- 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON SIDEWALK OR BOULEVARD
- 1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PLACING GRAFFITI ON PROPERTY
- 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
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: DEPOSITING LITTER ON TOWN PROPERTY
- 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY

1.82% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS

1.82% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON A HIGHWAY IN EXCESS OF TIME DESIGNATED

1.82% # of Reports: 1 Municipal Reports/Files 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK ON SIDEWALK OR BOULEVARD

1.82% # of Reports: 1 **Municipal Reports/Files** 1 TRAFFIC BYLAW 1232/19 : PART 7: SPEED LIMIT : EXCESSIVE SPEED IN TOWN

1.82% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY

1.82% # of Reports: 1 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PLACING GRAFFITI ON PROPERTY

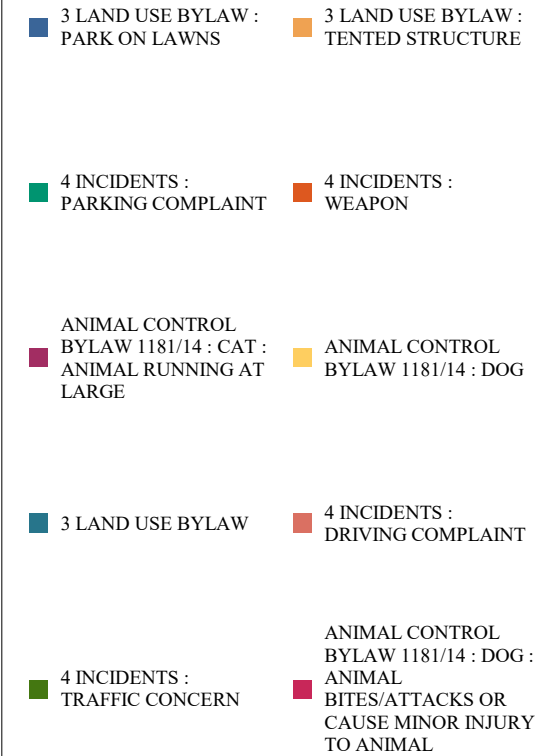
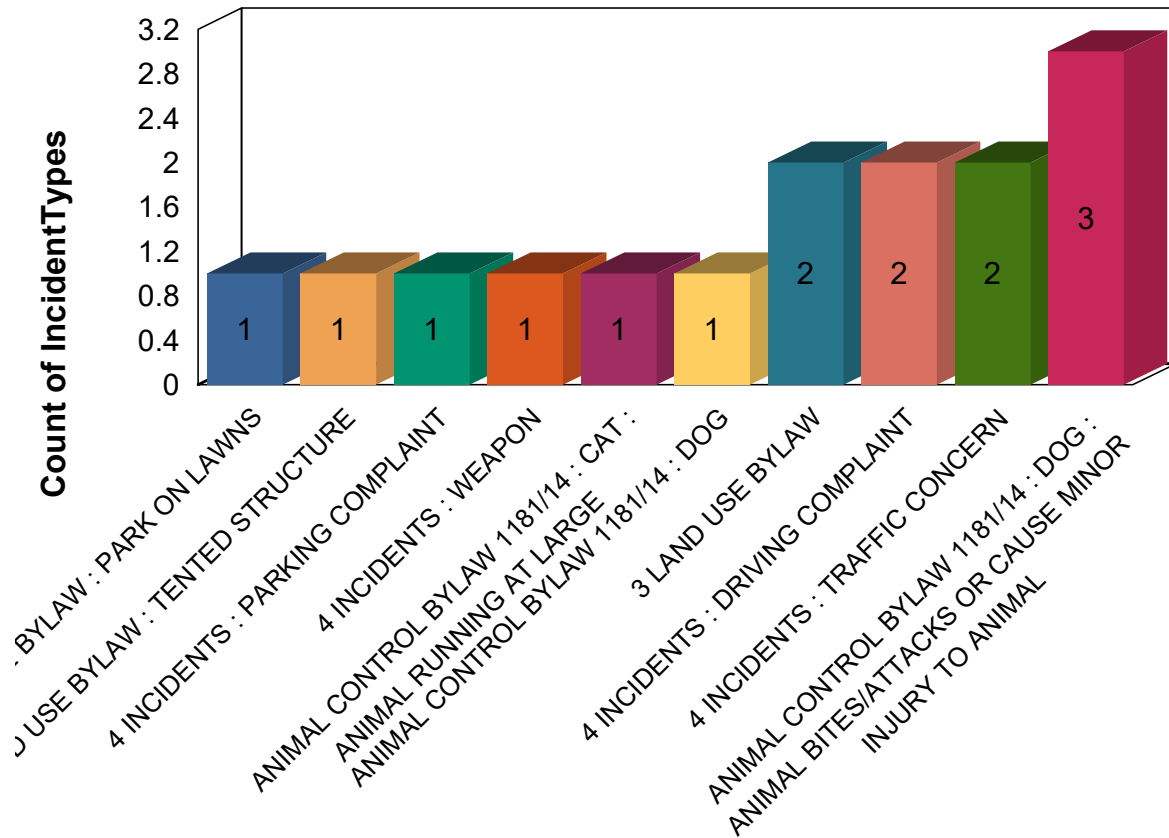
3.64% # of Reports: 2 **Municipal Reports/Files** 1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK WITHIN 1.5 M OF ACCESS TO A GARAGE/DRIVEWAY/PRIVATE ROAD/VEHICLE CROSSWAY OVER SIDEWALK

3.64% # of Reports: 2 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE

3.64% # of Reports: 2 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: DEPOSITING LITTER ON TOWN PROPERTY

14.55% # of Reports: 8 **Municipal Reports/Files** 2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY

Count of Incident Types



1.82% # of Reports: 1 Municipal Reports/Files 3 LAND USE BYLAW : PARK ON LAWNS

1.82% # of Reports: 1 Municipal Reports/Files 3 LAND USE BYLAW : TENTED STRUCTURE

1.82% # of Reports: 1 Municipal Reports/Files 4 INCIDENTS : PARKING COMPLAINT

1.82% # of Reports: 1 **Municipal Reports/Files** 4 INCIDENTS : WEAPON

1.82% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : CAT : ANIMAL RUNNING AT LARGE

1.82% # of Reports: 1 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG

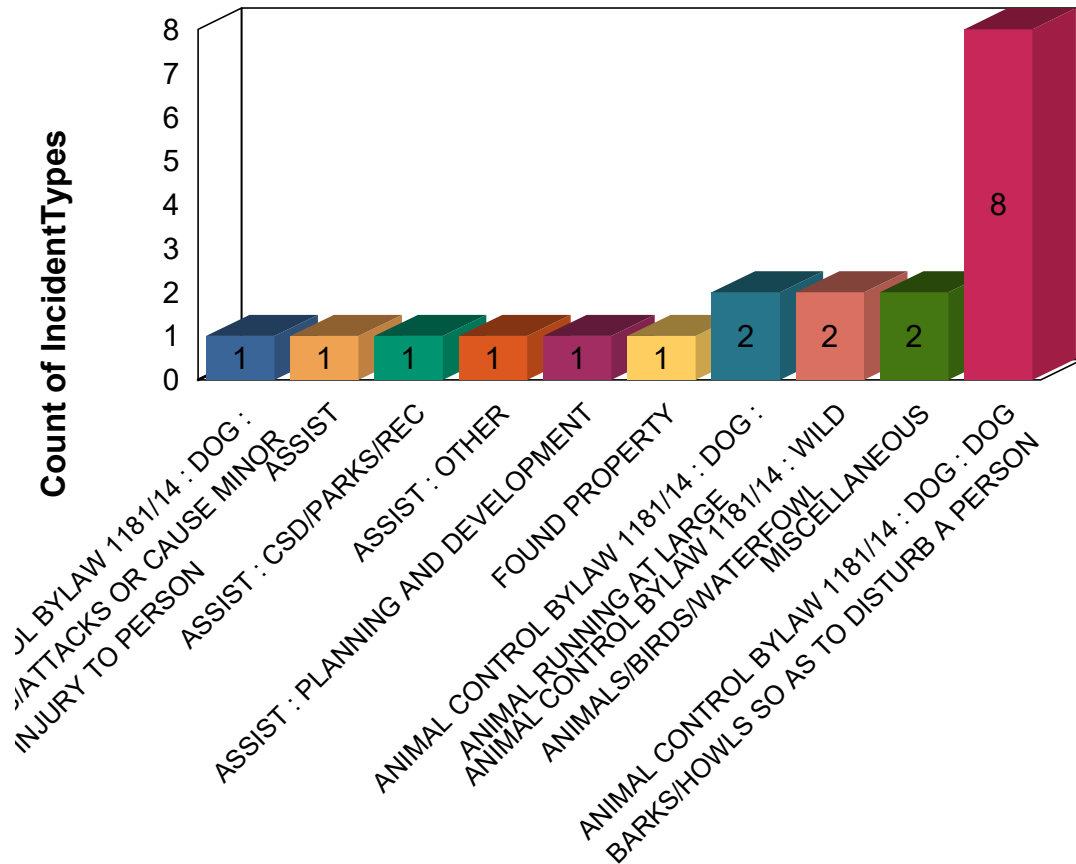
3.64% # of Reports: 2 **Municipal Reports/Files** 3 LAND USE BYLAW

3.64% # of Reports: 2 **Municipal Reports/Files** 4 INCIDENTS : DRIVING COMPLAINT

3.64% # of Reports: 2 **Municipal Reports/Files** 4 INCIDENTS : TRAFFIC CONCERN

5.45% # of Reports: 3 **Municipal Reports/Files** ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO ANIMAL

Count of Incident Types



1.82% # of Reports: 1 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL BITES/ATTACKS OR CAUSE MINOR INJURY TO PERSON

1.82% # of Reports: 1 Municipal Reports/Files ASSIST

1.82% # of Reports: 1 Municipal Reports/Files ASSIST : CSD/PARKS/REC

1.82% # of Reports: 1 Municipal Reports/Files ASSIST : OTHER

1.82% # of Reports: 1 Municipal Reports/Files ASSIST : PLANNING AND DEVELOPMENT

1.82% # of Reports: 1 Municipal Reports/Files FOUND PROPERTY

3.64% # of Reports: 2 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE

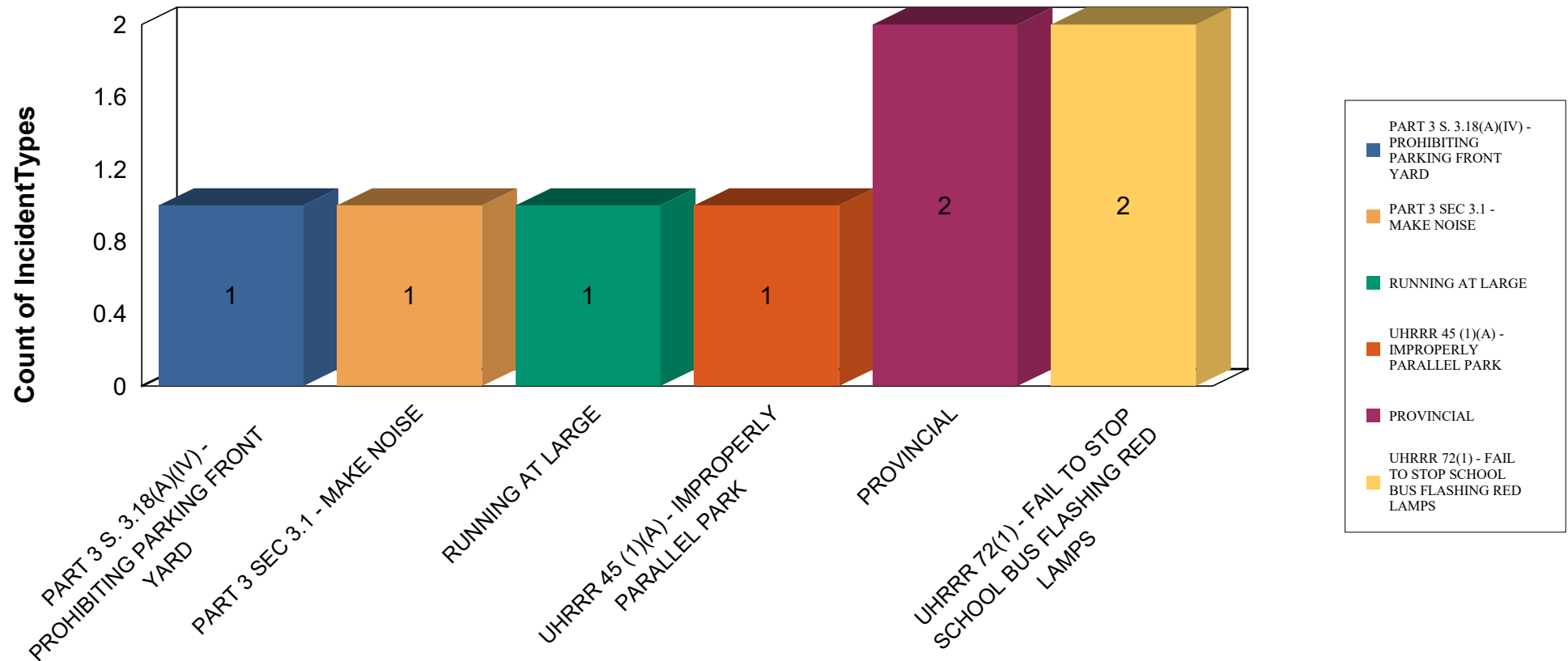
3.64% # of Reports: 2 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL

3.64% # of Reports: 2 Municipal Reports/Files MISCELLANEOUS

14.55% # of Reports: 8 Municipal Reports/Files ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG BARKS/HOWLS SO AS TO DISTURB A PERSON

Grand Total: 100.00% Total # of Incident Types Reported: 55 Total # of Reports: 52

Count of Incident Types



12.50% # of Reports: 1 Violation Ticket PART 3 S. 3.18(A)(IV) - PROHIBITING PARKING FRONT YARD

12.50% # of Reports: 1 Violation Ticket PART 3 SEC 3.1 - MAKE NOISE

12.50% # of Reports: 1 Violation Ticket RUNNING AT LARGE

12.50% # of Reports: 1 Violation Ticket UHRRR 45 (1)(A) - IMPROPERLY PARALLEL PARK

25.00% # of Reports: 2 Violation Ticket PROVINCIAL

25.00% # of Reports: 2 Violation Ticket UHRRR 72(1) - FAIL TO STOP SCHOOL BUS FLASHING RED LAMPS

Grand Total: 100.00% Total # of Incident Types Reported: 8 Total # of Reports: 8

Grand Total: 100.00% Total # of Incident Types Reported: 63

Statistics Summary Report

Technician Name: administrator

Location: **Parkwood Rd NB** Report Period: **2022-10-18 to 2022-11-01**

Address: **Parkwood Rd, Blackfalds, AB** Total Vehicle Count: **21,346**

Speed Limit: **40**



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	127	18	102	80 %	7	83	45	11
01-02	66	9	52	79 %	6	62	46	11
02-03	45	6	37	82 %	15	67	46	11
03-04	39	6	31	79 %	16	72	47	11
04-05	62	9	55	89 %	33	60	47	11
05-06	334	48	203	61 %	7	68	43	11
06-07	662	95	394	60 %	7	88	42	10
07-08	1,134	162	593	52 %	5	92	40	10
08-09	1,188	170	619	52 %	5	74	40	10
09-10	866	124	520	60 %	5	87	41	10
10-11	984	141	583	59 %	6	72	41	10
11-12	1,265	181	752	59 %	5	65	40	10
12-13	1,510	216	1,005	67 %	5	72	42	10
13-14	1,342	192	812	61 %	5	74	41	10
14-15	1,496	214	936	63 %	5	72	41	10
15-16	1,599	228	969	61 %	5	67	41	10
16-17	2,105	301	1,168	55 %	5	90	39	10
17-18	2,055	294	1,223	60 %	5	82	40	10
18-19	1,559	223	876	56 %	5	84	39	10
19-20	1,083	155	577	53 %	5	72	39	10
20-21	721	103	415	58 %	5	106	40	10
21-22	513	73	291	57 %	7	74	40	10
22-23	339	48	228	67 %	6	62	42	10
23-24	252	36	162	64 %	6	79	42	10
	21,346	3,052	12,603	64 %	8	76	42	10

Countyby Speed Bins

Speed	Count
0...5	46
5...10	514
10...15	576
15...20	556
20...25	589
25...30	938
30...35	1,576
35...40	3,948
40...45	5,865
45...50	4,394
50...55	1,568
55...60	570
60...65	152
65...70	26
70...75	18
75...80	2
80...85	3
85...90	3
90...95	1
95...100	0
100...105	0
105...110	1
Total:	21,346

Generated on November 2, 2022 at 12:10 PM

SafePace® Pro by Traffic Logix®

Statistics Summary Report

Technician Name: administrator

Location: South St WB Report Period: 2022-10-17 to 2022-11-01

Address: South St WB, Blackfalds, AB Total Vehicle Count: 9,823

Speed Limit: 50



Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	65	9	22	34 %	14	77	46	12
01-02	77	11	10	13 %	17	72	39	10
02-03	38	5	3	8 %	16	86	36	10
03-04	26	4	6	23 %	22	66	41	11
04-05	63	9	17	27 %	14	72	45	13
05-06	156	22	42	27 %	14	77	44	12
06-07	396	57	113	29 %	14	74	44	11
07-08	680	97	254	37 %	17	72	48	11
08-09	628	90	262	42 %	9	74	48	12
09-10	411	59	159	39 %	13	72	48	12
10-11	473	68	186	39 %	9	89	46	12
11-12	696	99	265	38 %	11	72	47	12
12-13	729	104	318	44 %	12	83	48	12
13-14	718	103	288	40 %	9	76	48	12
14-15	847	121	335	40 %	10	76	48	12
15-16	794	113	345	43 %	8	77	48	12
16-17	810	116	354	44 %	15	96	48	12
17-18	652	93	320	49 %	11	86	50	12
18-19	490	70	229	47 %	14	80	50	12
19-20	369	53	138	37 %	15	74	48	12
20-21	252	36	78	31 %	17	79	44	12
21-22	222	32	79	36 %	15	72	46	12
22-23	142	20	50	35 %	15	93	46	12
23-24	89	13	39	44 %	16	81	47	12
	9,823	1,404	3,912	35 %	14	78	46	12

Countyby Speed Bins

Speed	Count
0...5	0
5...10	7
10...15	71
15...20	243
20...25	346
25...30	297
30...35	285
35...40	532
40...45	1,318
45...50	2,812
50...55	2,105
55...60	1,208
60...65	402
65...70	121
70...75	51
75...80	16
80...85	2
85...90	5
90...95	1
95...100	1
Total:	9,823

Generated on November 2, 2022 at 7:16 AM

SafePace® Pro by Traffic Logix®

MEETING DATE: November 8, 2022

PREPARED BY: Jolene Tejkl, Planning & Development Manager

SUBJECT: **Development & Building Monthly Report – October 2022**

BACKGROUND

Attached is the October 2022 Development & Building Permit Report and Comparison for 2020-2022 year to date. We also have shown the comparison for the year-to-date figures for 2021 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

- *October 2022 Development/Building Permit Report*
- *2020 – 2022 Development/Building Comparison Report*

APPROVALS



CAO Myron Thompson



Department Director/Author

194-22	3-Oct-22	103 Mitchell Crescent	R-1S	Residential	Home Business
195-22	3-Oct-22	103 Mitchell Crescent	R-1S	Residential	Basement Reno
196-22	4-Oct-22	5566 Prairie Ridge Avenue	R-2	Residential	Home Business
197-22	5-Oct-22	38 Valmont Street	R-1S	Residential	Basement Reno
198-22	11-Oct-22	53 Churchill Place	R-1M	Residential	SFD
199-22	11-Oct-22	101 Churchill Place	R-1M	Residential	SFD
200-22	11-Oct-22	5654 Prairie Ridge Avenue	R-1S	Residential	Garage
201-22	14-Oct-22	5001 Broadway Avenue Unit D	C-1	Commercial	Change in Use/Occupancy
202-22	14-Oct-22	22 Cascade Street	R-1S	Residential	Home Business
203-22	13-Oct-22	#204, 5025 Parkwood Road	C-2	Commercial	Change in Occupancy
204-22	17-Oct-22	33 Eastpointe Drive	R-1M	Residential	Home Business
205-22	17-Oct-22	4833 Aspen Lakes Boulevard	R-1M	Residential	Basement Reno
206-22	17-Oct-22	97 Vintage Close	R-1M	Residential	Deck & Stairs
207-22	17-Oct-22	4613 Westbrooke Road	R-1M	Residential	Home Business
208-22	18-Oct-22	38 McKay Boulevard	R-2	Residential	Sunroom
209-22	21-Oct-22	22 Aurora Heights	R-1S	Residential	Basement
210-22	20-Oct-22	60 Camille Gate	R-1M	Residential	Side and rear yard relaxations
211-22	24-Oct-22	4500 Blackfalds Crossing Way Unit 620	C-2	Commercial	Fascia Sign
212-22	25-Oct-22	26 Valley Crescent	R-1S	Residential	Basement Reno
213-22	26-Oct-22	209 Aztec Crescent	R-1S	Residential	Basement Reno
214-22	31-Oct-22	30 Cascade Street	R-1S	Residential	SFD

	2020		2021		2022		October	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	24	\$ 5,965,780.00	29	\$ 7,854,460.00	20	\$ 6,135,251.00	25	\$ 6,908,460.00
Duplexes	12	\$ 3,053,876.00	0	\$ -	4	\$ 800,000.00	0	\$ -
Manufactured Home	1	\$ 55,000.00	0	\$ -	3	\$ 300,000.00	0	\$ -
4-plex	1	\$ 300,000.00	0	\$ -	0	\$ -	0	\$ -
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	0	\$ -	4	\$ 883,340.00	10	\$ 2,513,600.00	4	\$ 883,340.00
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	38	\$ 9,374,656	33	\$ 8,737,800	37	\$ 9,748,851	29	\$ 7,791,800
Garage	23	\$ 556,400.00	15	\$ 471,000.00	25	\$ 942,000.00	14	\$ 436,000.00
Deck	8	\$ 32,400.00	4	\$ 18,500.00	9	\$ 68,010.00	4	\$ 18,500.00
Basement Reno	58	\$ 1,067,750.00	50	\$ 1,120,400.00	51	\$ 980,550.00	40	\$ 892,400.00
Addition	0	\$ -	1	\$ 25,000.00	1	\$ -	1	\$ 25,000.00
Accessory Suite	1	\$ -	0	\$ -	0	\$ -	0	\$ -
Home Business	30	\$ -	26	\$ -	14	\$ -	23	\$ -
Other	58	\$ 989,561.17	55	\$ 1,986,318.00	36	\$ 766,057.73	47	\$ 1,782,318.00
Commercial	15	\$ 679,700.00	27	\$ 738,735.00	32	\$ 4,318,600.00	12	\$ 738,235.00
Industrial	5	\$ 459,900.00	3	\$ -	3	\$ 12,093.75	5	\$ -
Institutional	3	\$ 29,260,000.00	1	\$ 3,000.00	0	\$ -	3	\$ 3,000.00
Agricultural	3	\$ 31,000.00	2	\$ 25,000.00	0	\$ -	3	\$ 25,000.00
Public Facility	12	\$ 25,613,528.50	17	\$ 8,791,500.00	6	\$ 1,548,421.00	10	\$ 8,786,500.00
TOTAL PERMITS	254	\$ 68,064,895.67	234	\$ 21,917,253.00	214	\$ 18,384,583.48	191	\$ 20,498,753.00
General Yearly Notes:		1 - 24,600,000 Multi-Plex expansion		1 - 2,500,000 East Area Linear Wetland Ph. 2		1 - 2,500,000 Vista Trail Commercial		
		1 - 29,000,000 Wolf Creek High School		1 - 5,500,000 Womacks/Gregg St. Alignment Project		1 - 1,000,000 Dental Office		

MEETING DATE: November 9, 2022

PREPARED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: **BOLT KPI Monthly Report – October 2022**

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 ceasing operational service on August 28th, 2020. Fortunately, the Town of Blackfalds was able to quickly move forward with 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 five-day service from 6:00 am to 8:00 pm with many more boarding options for our residents and visitors within 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 October stats and associated mapping, while the remainder of the pages outlines the trending comparison since the 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 pickup and drop-off times to increase ridership. As of August 2, 2022, we are pleased to announce that three new stops, two in Asplund Industrial Park, and one at Red Deer Polytechnic are available for use.

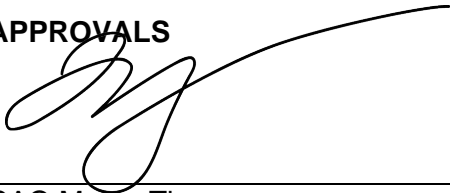
The Town is pleased to report that ridership numbers in September were the highest since the start of the new BOLT service in September 2020. The Town has seen a significant increase in overall ridership with the Red Deer Polytechnic stop with 53 pickups, and 76 drop-offs in September. The new Eagle Builders stop saw 11 pickups, and 12 drops offs, and Aspelund Industrial Park saw its first riders in September with zero pickups, and 2 drops offs.

Over the next few months, the Town will be exploring options to pilot a secondary transport vehicle during peak times to meet morning demands.

ATTACHMENTS

- *October 2022 Monthly Report and Yearly Trending Report*

APPROVALS



CAO Myron Thompson



Department Director/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)
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
Dec 2020	21	4	17	8.4	203	177	26%	2	82%	5.0	0%	0	1%	1%	0	0.7
Nov 2020	30	11	19	9.2	299	276	40%	2.2	87%	5.0	0%	2	3%	1%	2	1.1
Oct 2020	27	12	15	9.2	266	249	43%	2.2	78%	5.0	0%	3	6%	4%	1	0.9
Sep 2020	36	33	3	5.9	228	212	44%	2.2	69%	4.9	0%	5	3%	4%	7	0.8
Aug 2020	3	3	0	1.3	4	4	0%	-	43%	4.7	0%	0	0%	0%	0	0.1

Program

☒ Blackfalds

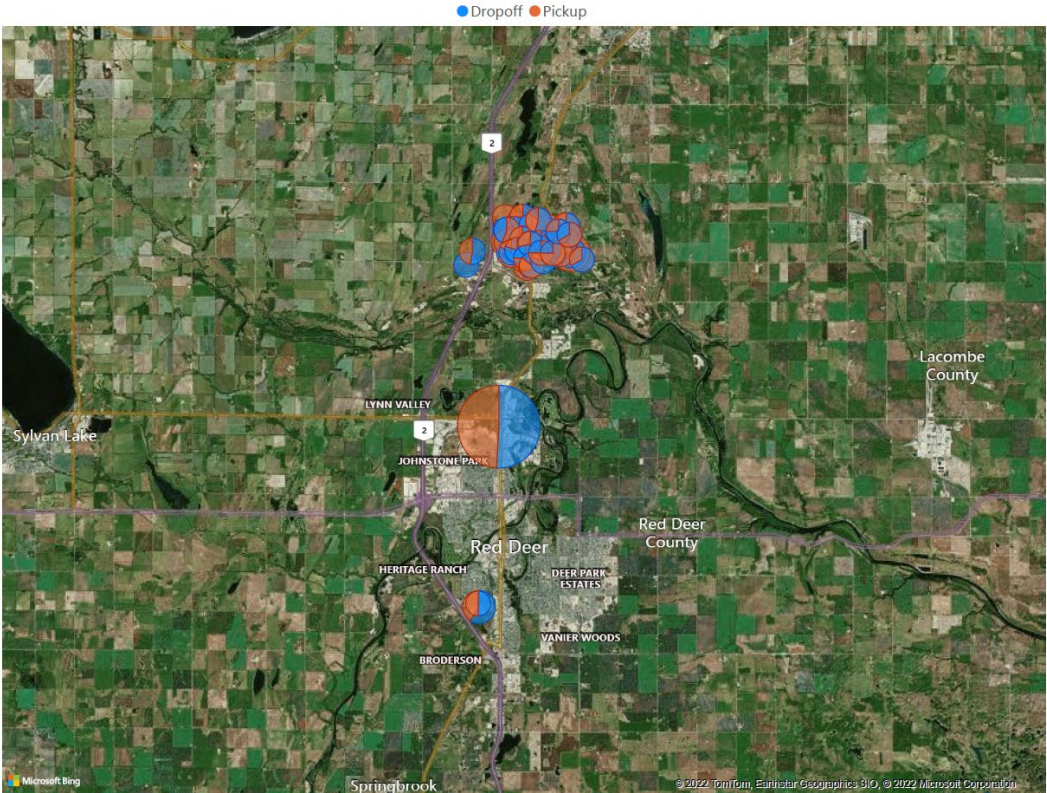
ServiceDay

☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

Date

01/08/2022

31/10/2022



Program

☒ Blackfalds

ServiceDay

☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

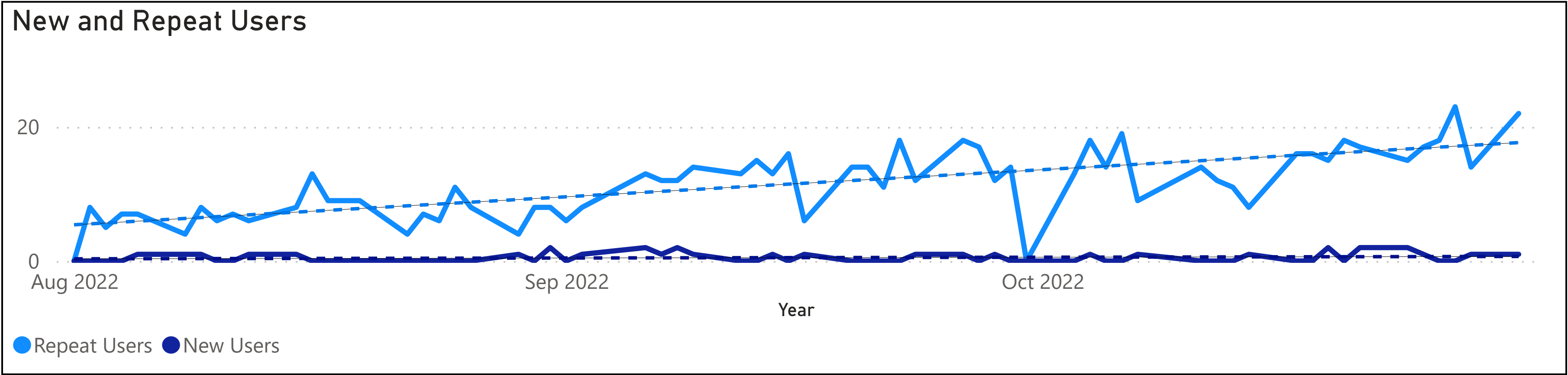
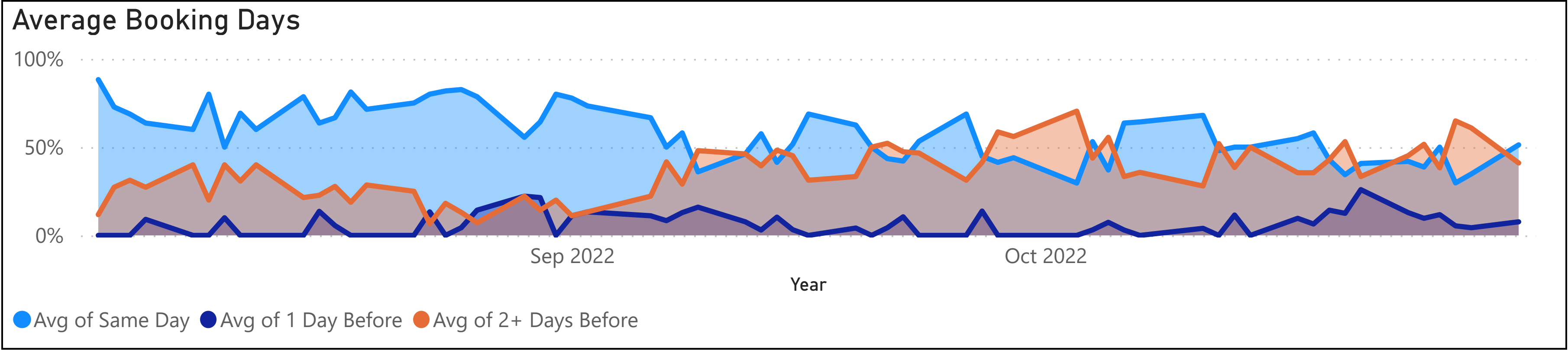
Date

01/08/2022

31/10/2022

11.60

Avg Actual Trip Duration (min)



Year	2022				
Month	October				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	46.6%	7.8%	45.6%	12	309
Total	46.6%	7.8%	45.6%	12	309

Program

☒ Blackfalds

ServiceDay

☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

Date

01/08/2022

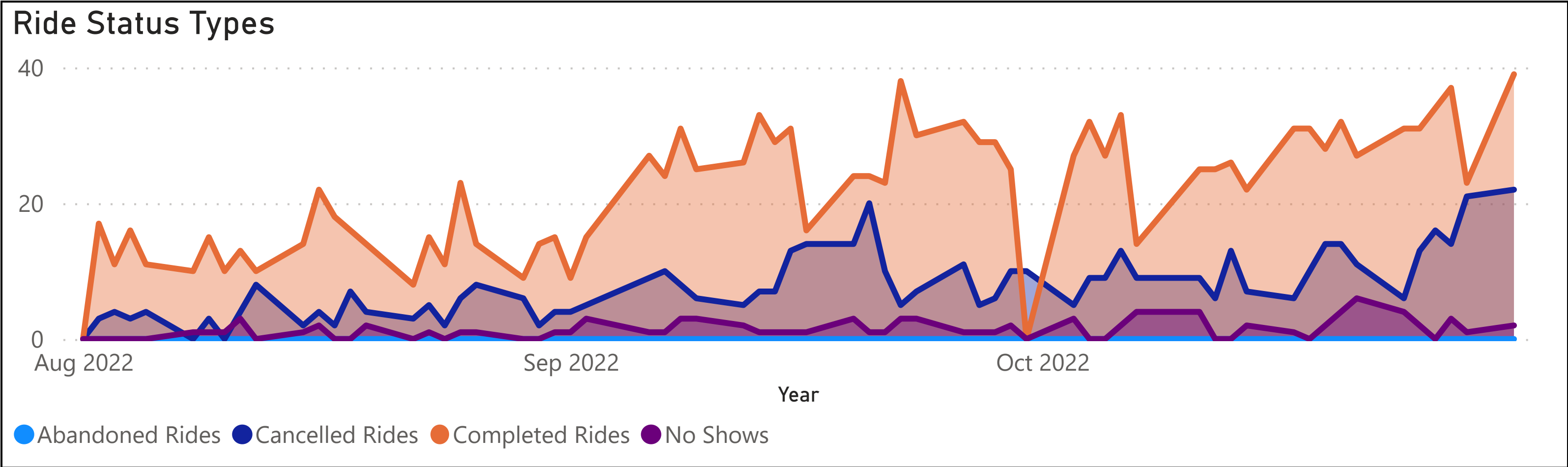
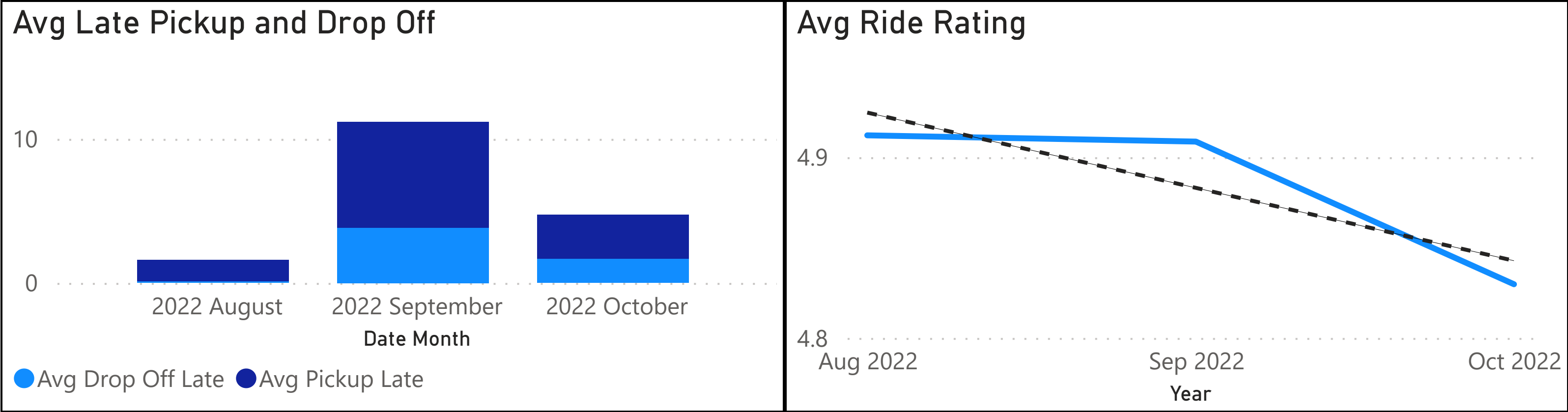
31/10/2022

1401

Completed Rides

4.87

Avg Ride Rating



Year	2022						
Month	October						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Shows
Blackfalds	1.68	3.05	4.83	0	227	575	40
Total	1.68	3.05	4.83	0	227	575	40

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Program

☒ Blackfalds

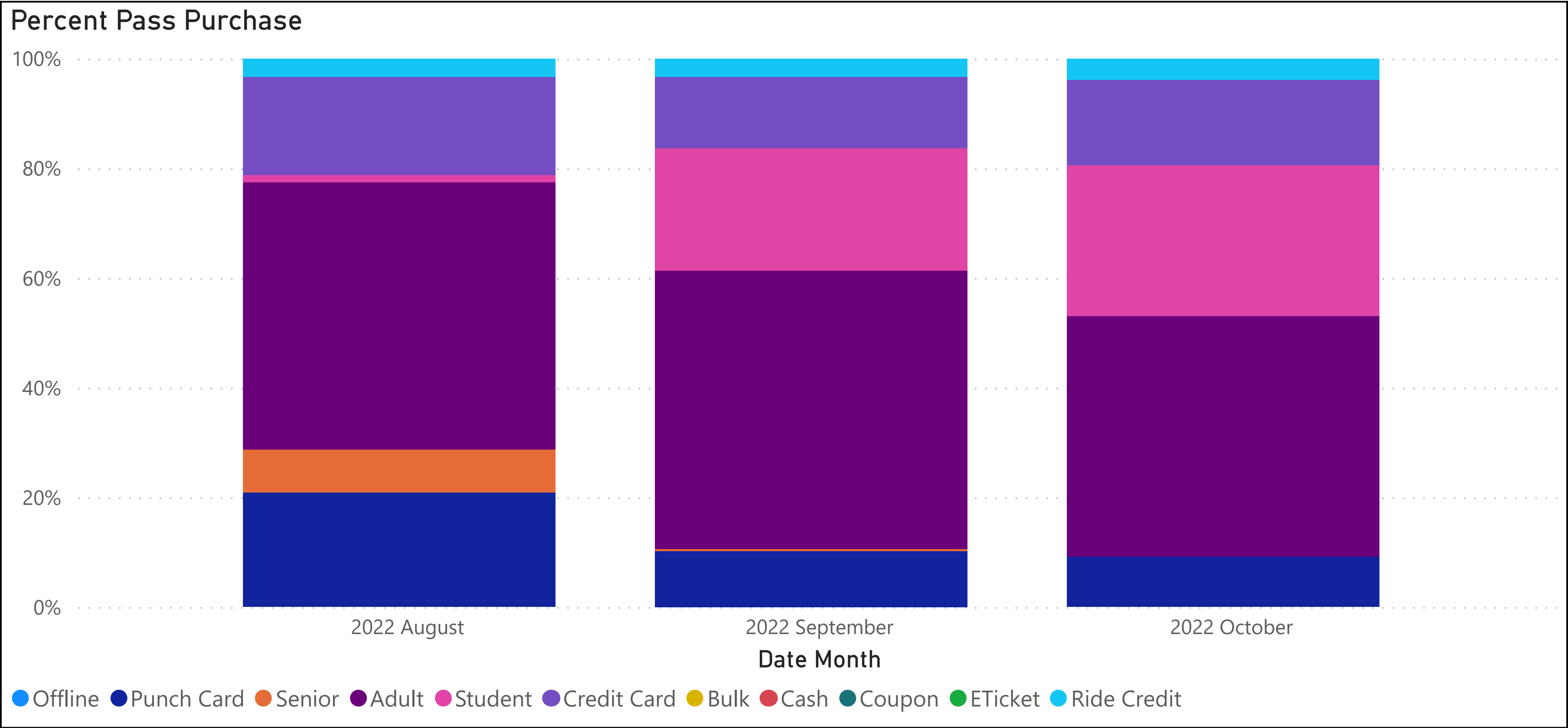
ServiceDay

☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

Date

01/08/2022

31/10/2022



Year	2022												
Month	October												
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%	9%	0%	44%	27%	16%	0%	0%	0%	0%		4%	0%
Total	0%	9%	0%	44%	27%	16%	0%	0%	0%	0%		4%	0%

Program

☒ Blackfalds

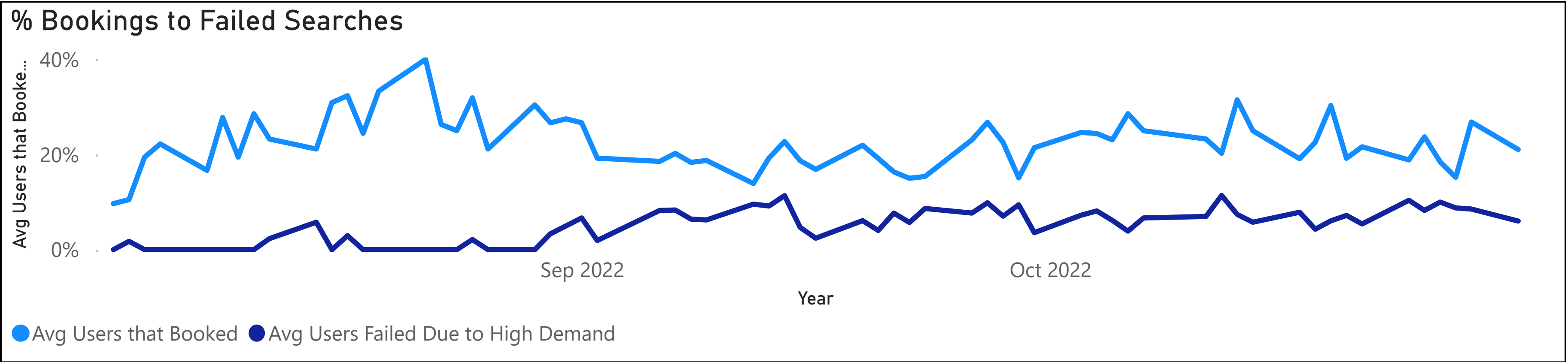
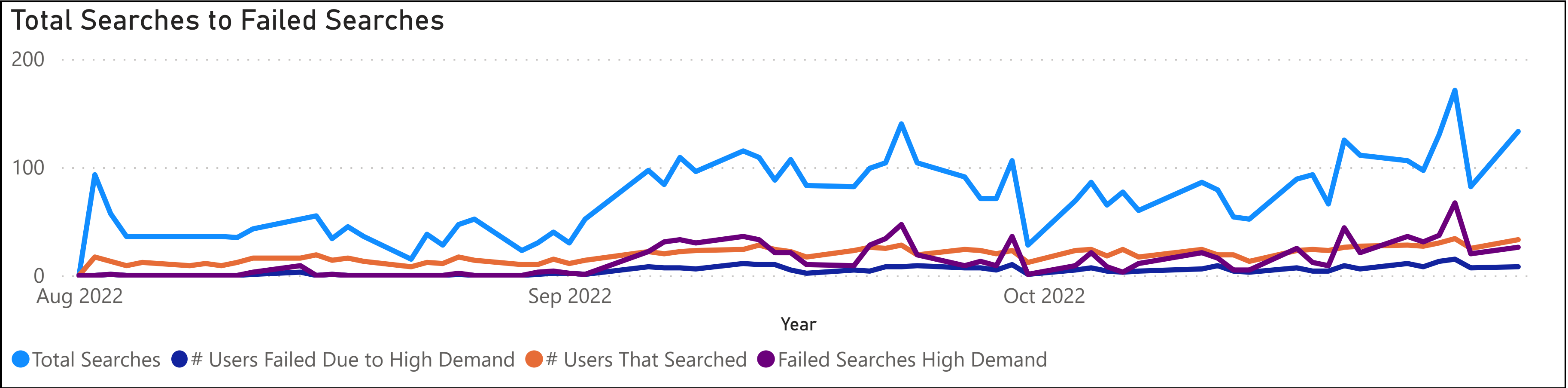
ServiceDay

☒ Sun
☒ Mon
☒ Tue
☒ Wed
☒ Thu
☒ Fri
☒ Sat

Date

01/08/2022

31/10/2022



Year	2022				
Month	October				
Program	Total Searches	# Users Failed Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demand
Blackfalds	1831	137	481	22%	7%
Total	1831	137	481	22%	7%

<

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Program

☒ Blackfalds

ServiceDay

☐ Sun

☐ Mon

☐ Tue

☐ Wed

☐ Thu

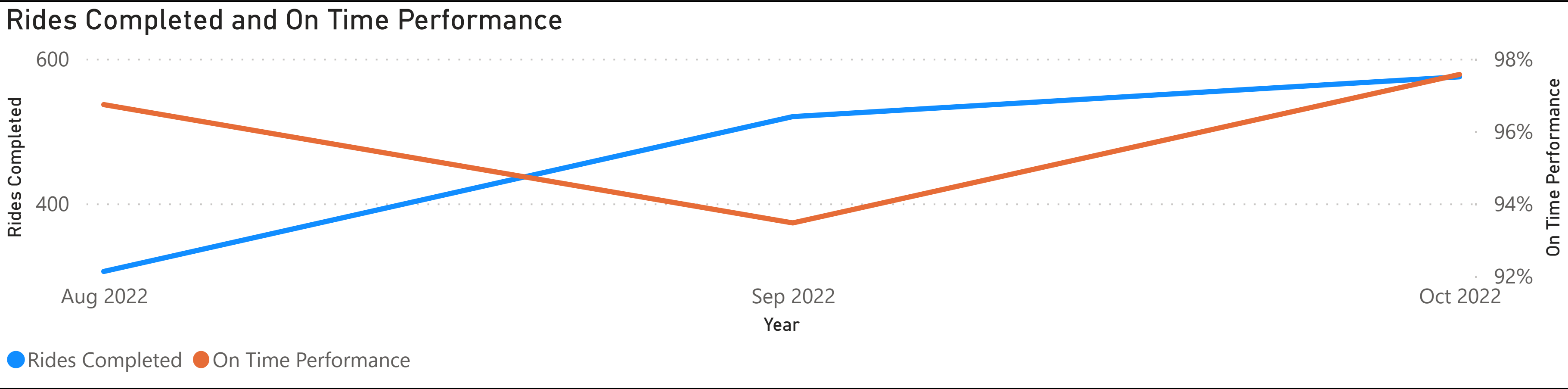
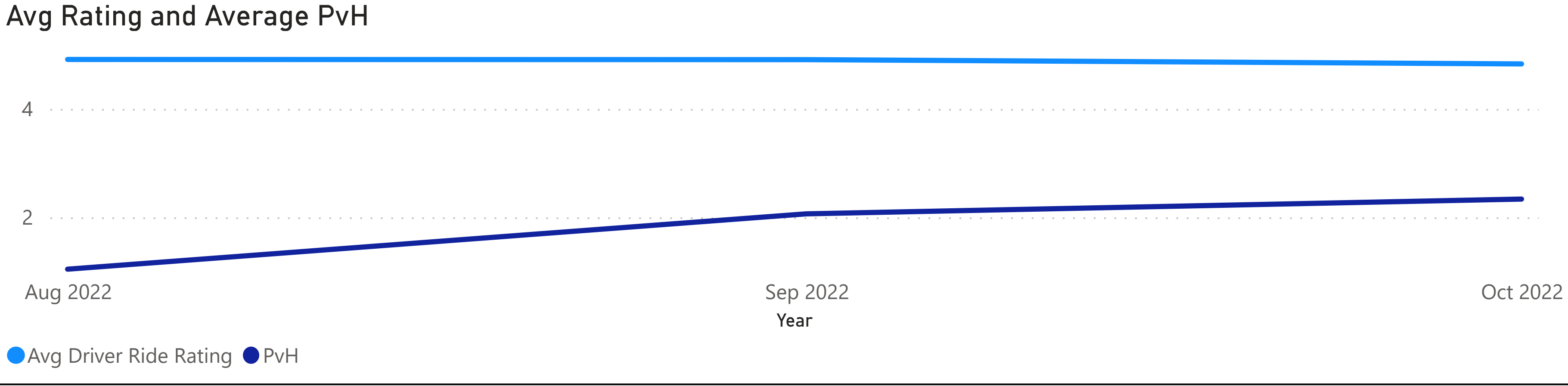
☐ Fri

☐ Sat

Date

01/08/2022

31/10/2022



Year	2022				
Month	October				
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	
▲ Blackfalds	575	4.83	2.34	97.57%	
Total	575	4.83	2.34	97.57%	

95.86%

On Time Performance

Program

☒ Blackfalds

ServiceDay

- ☒ Sun
- ☒ Mon
- ☒ Tue
- ☒ Wed
- ☒ Thu
- ☒ Fri
- ☒ Sat

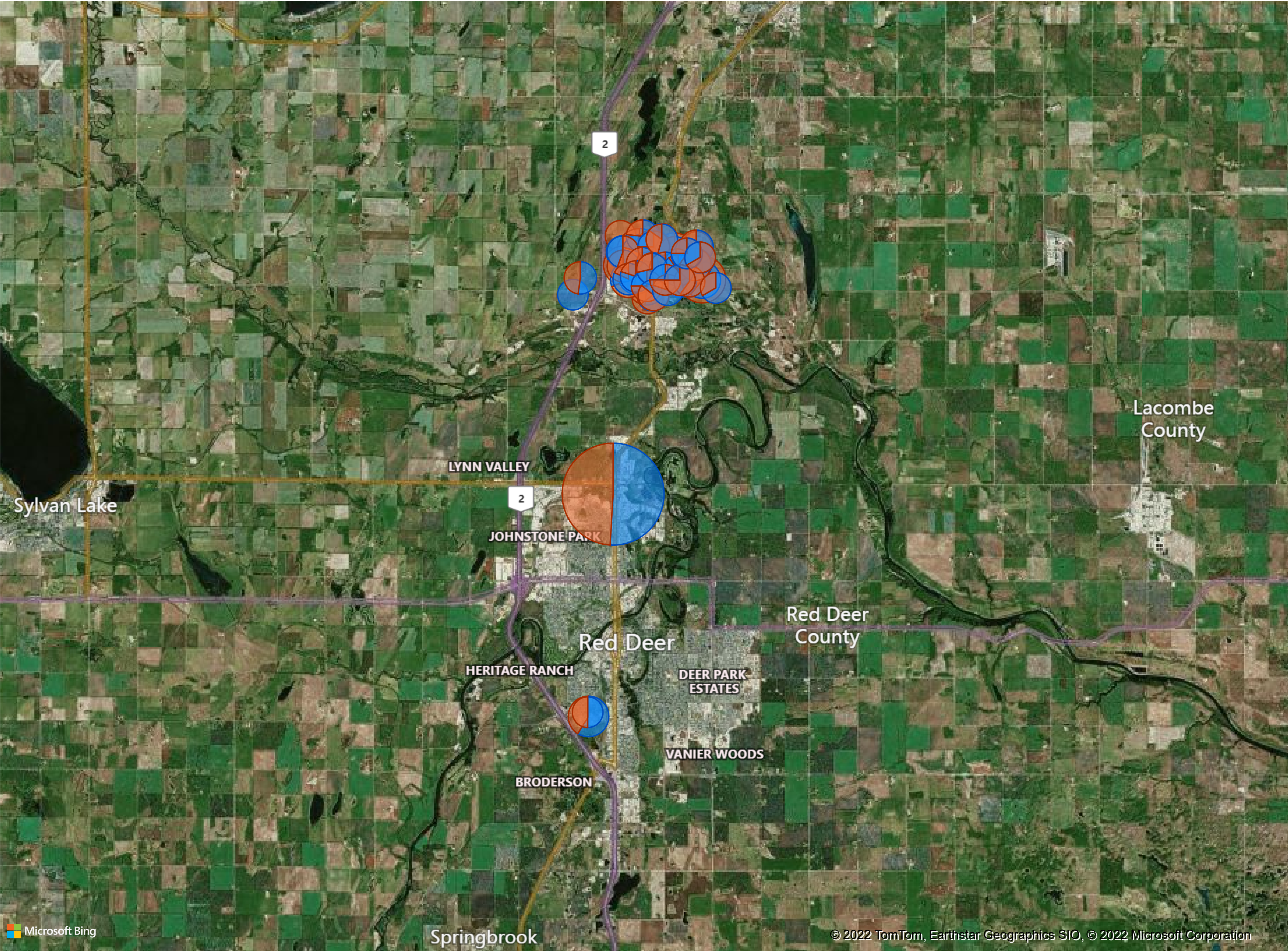
Date

01/08/2022

31/10/2022



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

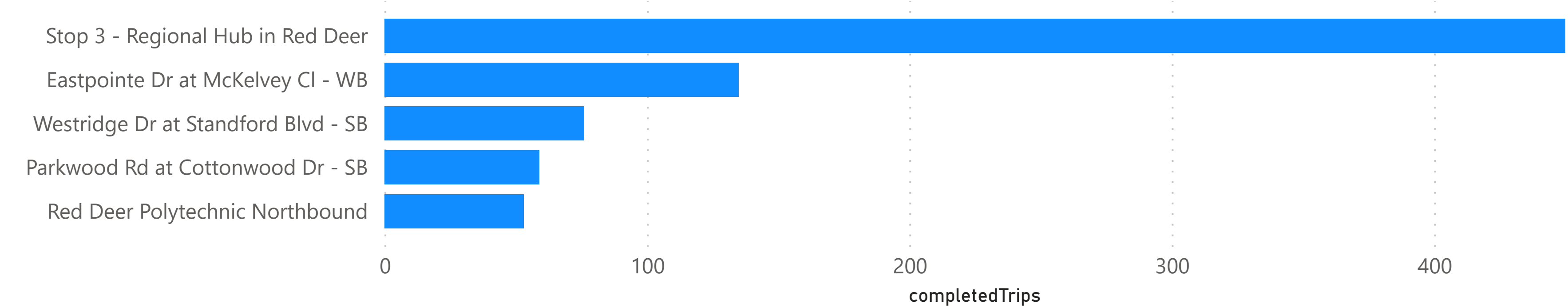
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Date

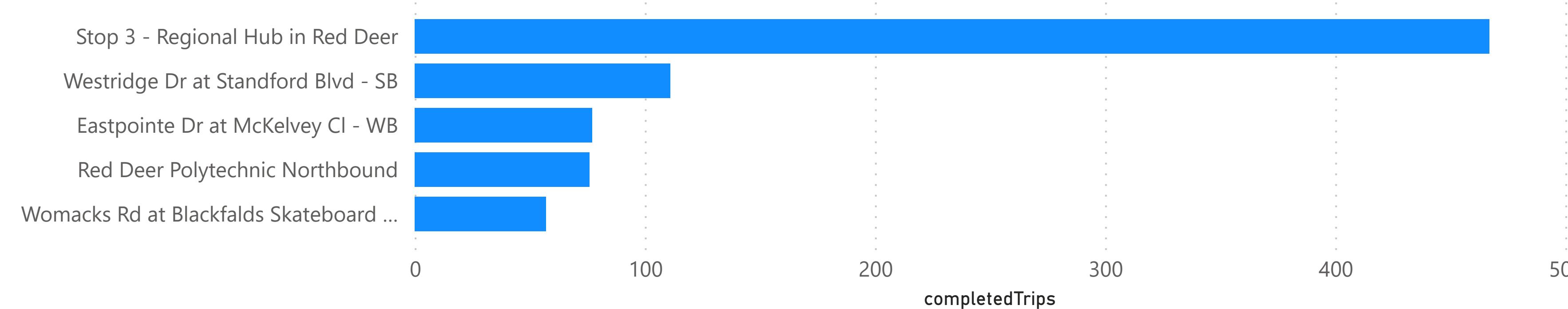
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Top 5 Pickup Locations

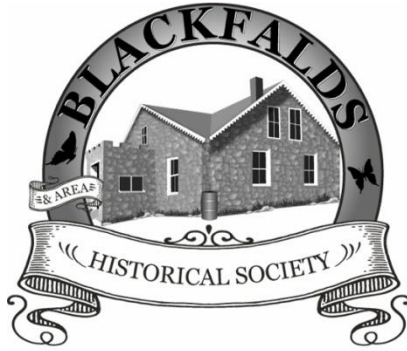


Top 5 Drop Off Locations



stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	467	450	917
Eastpointe Dr at McKelvey CI - WB	77	135	212
Westridge Dr at Stanford Blvd - SB	111	76	187
Red Deer Polytechnic Northbound	76	53	129
Parkwood Rd at Cottonwood Dr - SB	56	59	115
Womacks Rd at Blackfalds Skateboard Park	57	50	107
Stop 13 - Landsdowne Ave at Minto - EB	51	48	99
Stop 28 - Local	48	31	79
Leona Road at Duncan Ave - SR	23	50	73
Total	1401	1401	2802

stopName	Dropoff	Pickup	Total
Stop 3 - Regional Hub in Red Deer	467	450	917
Eastpointe Dr at McKelvey CI - WB	77	135	212
Westridge Dr at Stanford Blvd - SB	111	76	187
Red Deer Polytechnic Northbound	76	53	129
Parkwood Rd at Cottonwood Dr - SB	56	59	115
Womacks Rd at Blackfalds Skateboard Park	57	50	107
Stop 13 - Landsdowne Ave at Minto - EB	51	48	99
Stop 28 - Local	48	31	79
Leong Road at Duncan Ave - SB	23	50	73
Stop 10 - Westridge Dr at Rolling Hills Ridge - SB	33	38	71
Stop 16 - Broadway Ave at Westbrooke Rd - NB	30	25	55
Waghorn St - Southside	18	31	49
Stop 20 - Iron Ridge Intermediate Campus - SB	25	22	47
Stop 7 - Westbrook Rd at Valmont St	19	22	41
Stop 11 - Local	8	31	39
Park St at Paramount Cr - EB	21	16	37
Stop 23 - Local	24	8	32
Aspen Lakes at Ash CI - Eastside	23	7	30
Prarie Ridge Ave - NB	21	8	29
Stop 17 - Local	18	11	29
Highway Ave at Queen Cr - NB	17	10	27
Stop 26 - Local	4	23	27
Stop 25 - Local	16	8	24
Eagle Builders	12	11	23
Stop 12 - Local		23	23
Stop 18 - Local	6	14	20
Stop 25 - Pioneer Way at Coleman Cr - SB	5	15	20
Park St at Highway St - Housing Side	13	6	19
Stop 6 - Local	10	9	19
Stop 7 - Local	8	10	18
Stop 15 - Local	11	6	17
Stop 16 - Local	4	12	16
Stop 1 - Regional Hub West Blackfalds	9	6	15
Aztec Cr - Northside	2	11	13
Stop 19 - Aztec Cr - Southside	6	5	11
Stop 8 - Local	9	2	11
Stop 10 - Local	8	2	10
Stop 2 - Regional Hub East Blackfalds - 2	9	1	10
Stop 21 - Local	5	5	10
Stop 22 - Cottonwood Dr at Coachman Way - EB	4	6	10
Westwood Dr at Broadway Ave - NB	5	5	10
Stop 13 - Local	2	6	8
Cascade at Cooper St - Southside	4	3	7
Range Rd 272 at Hwy 2A - NB	1	6	7
Stop 14 - Local	5	2	7
Blackfalds Bottle Deport - Southside	4	1	5
Stop 27 - Park St at Panorama Cr - WB	2	3	5
Park St at Parkwood Rd - Northside	1	3	4
Stop 22 - Local	3	1	4
Stop 29 - Local	1	3	4
Buy Low Foods Stop		3	3
Stop 24 - Local	1	2	3
Stop 27 - Local	3		3
Stop 32 - Local	2	1	3
Aspelund Industrial Park	2		2
Red Deer Polytechnic Southbound	1	1	2
Stop 5 - Aspen Lakes at Bend - Eastbound		2	2
Mitchell Cr at McKay Blvd - EB		1	1
Stop 2 - Regional Hub East Blackfalds		1	1
Stop 20 - Local		1	1
Total	1401	1401	2802



BLACKFALDS & AREA HISTORICAL SOCIETY

Annual Report – October 2022

General

The Blackfalds & Area Historical Society operates out of the Wadey Centre at 4400 South Street, and continues to collect photographs, artifacts and other items of historical significance to Blackfalds and area. The Blackfalds Archives is open most Wednesdays for research and inquiries, or by appointment on any agreed upon time. (Due to covid, the Chamber of Commerce office closing and the Visitor's Information desk not being open, hours may be different since people rarely come there due to the site being mostly closed. Therefore, I work from home sometimes). The Blackfalds & Area Historical Society is a provincial incorporated society and is also a registered charity with the federal government. We hold our AGM in May every year and our membership averages between 20 - 30 members. We hold membership in good standing with the Archives Society of Alberta.

We have informative and educational displays set up on the main floor of the Wadey Centre, with items from our collection or from items loaned from local residents. We actively seek and accept photographic, document, or artifact donations relating to Blackfalds. We are on the look-out for projects that complement our mandate and educate the public; and we work on making our holdings accessible to the public.

Our website is located at:

www.blackfaldshistoricalsociety.com

Contact info:

Judy Carleton – President: 403-885-4314 (home)

Wadey Centre office phone: 403-885-0524 (Wednesdays)

Society e-mail: historicalsociety@blackfaldslibrary.ca

Personal e-mail: elista@telus.net

Inquiries

We receive inquiries on all manner of topics. Some are inquiries on ancestors who lived at Blackfalds, from interested parties in Alberta, Canada, US and England. Also questions regarding local buildings – houses, stores and churches; school records; land records; and cemetery records. We get quite a few photograph requests, and since our collection is growing each year, we can usually help out. We also help out with genealogical research inquiries.

Donations

The society accepts and encourages donations from local families, organizations and businesses from the area.

Site Visits

Judy Carleton makes site visits to learn more about a place or pioneer family and possibly collect information, records, photographs and items for the archives. We often reciprocate by sharing information back with the individual, and both parties benefit.

Current Activities and Projects

Again this year, the Wadey Centre was only open for the summer, about 2 ½ months, with a summer student, who was kept separate from anything the historical society was doing.

We continued to build our content with the on-line company, On This Spot, located at <https://onthisspot.ca/cities/blackfalds>. The free programming is assessable 24/7 by anyone, anywhere. This includes a virtual walking tour; a walking tour you can do in downtown Blackfalds; “then and now” photographs; and an educational video about the first pioneer to the area. These all make local history come to life. These are interactive and interesting programs that have also been shared with the school teachers to utilize.

We purchased a custom made display cabinet and sign for the public library, for small historical displays, and the sign will inform and direct people to the Wadey Centre regarding the services provided by the Historical Society.

We provided historical tours for all the children from the Camp Program at the Abbey Centre. We provided Wadey Centre tours and downtown walking tours for grade school classes that were enjoyed by hundreds of young students in June.

We purchased and installed a granite cemetery grave marker for a pioneer couple buried in the Blackfalds Cemetery, who did not have anything marking their graves – Walter and Elizabeth Waghorn. Waghorn was named after them, before our town changed their name to Blackfalds in 1904.

We are holding a workshop at the Wadey Centre in November and have invited the Lacombe Michener House Museum staff. It will be run by researchers from the U. of A. headed by Professor Leanne McTavish Ph. D.

1) Archives and Database

The archives is located on the lower floor of the Wadey Centre. The archival holdings are an ongoing collection and donated items are always being added. The accessions are added to our InMagic collections management database, which ensures archival standards for documentation,

and ease of searching. Having easy access to these digitized records in the database reduces handling, therefore extending preservation of the original photographs or documents. This practice follows the Archives Society of Alberta guidelines and makes Blackfalds history more accessible to the public.

2) Gregson Display

This is a permanent display at the Wadey Centre, and tells the story of one of the first families to settle in this area. The Gregsons came from England in 1890. They included 3 brothers, 1 sister, their families and their mother, and they were integral in the early development of Blackfalds. This display covers their history, their contributions to the community, and their entomological pursuits, and is being added to as new information is collected.

4) Main Floor Displays

The main floor displays consist of several donated, original artifacts from the Wadey family, including a restored organ, 2 wood chairs and table, floor grate, stained glass window, framed aerial of house on farm, telephone, floor radio, hand - made quilt, and framed portrait of the homesteader – George Wadey. We had 5 large story boards done on the history of the Wadey family, as well as the interesting story of a Wadey niece who got a job as Shelley Winters stunt double in 1953, in Banff, for the Hollywood western being shot there called “Saskatchewan”. We will be adding a special display board for Remembrance Day and have provided a second display board for the Abbey Centre.

5) Heritage Signage

Further to the 6 historical signs, (downtown district by Servus, After the Grind, United Church and the Abbey Centre, along the trail) there is one on the front of the Wadey House and one in the Denise Nielsen Park. We had a new historical sign made for the large mural on the north side of After the Grind, but installation of the sign has not happened.

6) Murals

We installed a mural on the north side of the Wadey Centre in 2018, depicting the 1903 Stephenson Livery Stable. A new mural was installed on the north side of the After the Grind building in 2020, measuring 40’ long by 10’ high, depicting a main street scene from the late 1920s.

7) Other Activities

- The Historical Society has a subscription to Ancestry.com for members and residents interested in researching their family histories. We provide free help and research hints to help with their family tree.
- The outdoor art installation at the Wadey Centre was installed in October of 2020, funded by the private Wadey donation.

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Meeting Minutes
September 27, 2022, Commencing at 6:15 P.M.

A Municipal Planning Commission Meeting for the Town of Blackfalds was held on September 27, 2022, commencing at 6:15 p.m.

MEMBERS PRESENT:

Laura Svab – Chairperson
Brenda Dennis – Vice Chairperson
Jim Sands

REGRETS:

Trish Willis
Alex Garcia

PUBLIC ATTENDING:

None

ATTENDING:

Billie Scott, Planning & Development Officer II

REGULAR MUNICIPAL PLANNING COMMISSION MEETING CALLED TO ORDER:

Chairperson Svab called the meeting to order at 6:15 p.m.

AGENDA APPROVAL:

Resolution 23-22

Member Sands moved to approve the September 27, 2022, agenda as presented.

BUSINESS ARISING FROM MINUTES:

None

BUSINESS:

- 5.1 **Application 180-22**
 Two Rear Yard setback relaxations
 33 Murphy Close (Lot 36, Block 11, Plan 152 2519)
 Residential Single Dwelling Medium Lot District

Administration provided background information on the proposed development.

Resolution 24-22

MOVED by Member Sands that the Municipal Planning Commission APPROVE the application for the two rear yard setback relaxations as presented in Development Permit 180-22, granting a rear yard relaxation from 7.5 m to 7.38 m and, a rear yard setback relaxation from 7.5 m to 5.98 m to accommodate a covered deck at 33 Murphy Close (Lot 36, Block 11, Plan 152 2519) as granting the relaxation 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 proposed development shall be undertaken and completed in accordance with the approved plans.
2. The applicant shall ensure that the side yard relaxation does not exceed 3.8m, the cantilever projection relaxation does not exceed 3.64m and the rear yard setback relaxation does not exceed 6.38m.

3. Applicant is responsible for ensuring that all development is outside active utility right of ways.
4. Any changes to the approved application shall require a separate permit application.

Notes:

1. **Occupancy is ONLY permitted:**
 - a) Once all inspections (Building, Plumbing, Gas and Electrical) are completed and all deficiencies are address to the satisfaction of the Safety Codes Officer, and;
 - b) The fully signed "Permission to Occupy" card has been returned to the Town of Blackfalds Planning and Development Department.
2. **Applicant is required to submit a "Final Lot Grading Certificate" prepared by a professional (e.g. Alberta Land Surveyor, Professional Engineer or Professional Technologist) acceptable to the Development Authority for approval PRIOR TO OCCUPANCY.**
3. 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.
4. If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within twelve (12) months from the date of issue of this development permit.
5. 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.
6. The contractor of a residential property is responsible to ensure all sub trades dispose of their waste material into an outside waste bin on the property (supplied by contractor) or dispose of their waste material on a daily basis into a truck or trailer conveyance and transported to an approved landfill. **No waste should be stored on the property outside the building, which allows the wind to blow the material onto another property.**
7. **Development to conform to grading plan which includes Black Dirt. Curb stop MUST remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.**
8. **Minimum front yard landscaping requirements:** placement of sod within 12 months (1 year) unless other landscaping material has been approved by the Development Authority.
9. **NO FRONT PARKING STALLS** are permitted except where attached garages have been approved. Two (2) parking stalls (gravel pad) at the rear of the lot are to be developed as shown on the approved site plan.
10. **Front Driveway** to be paved / concrete within 12 months (1 year) from construction completion.
11. **Accessory Buildings** (garages or sheds) to match dwelling unit in color and materials and be applied for separately if not included in the original drawings.
12. All off street parking that enters onto a paved public roadway must be hard surfaced.
13. All accesses to any garage, carport or parking pad must be hard surfaced if entering from a hard surfaced road or street.

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Meeting Minutes
September 27, 2022, Commencing at 6:15 P.M.**

14. Prior to occupancy, the applicant shall place on the front exterior of the dwelling an appropriate mailbox.
15. Prior to occupancy, the applicant shall place on the front exterior of the dwelling the appropriate civic address numbers. Numbers or letters shall be in a contrasting color and shall not be less than 6 inches (15.14cm) in height.
16. Development Permit card must be displayed during development.
17. The granting of this permit and compliance with the requirements of this permit and the Land Use Bylaw does not exempt any person from the requirements of, or excuse or authorize the violation of any regulation, Bylaw or act administered by this or any other agencies or levels of government that may affect the proposed project.
18. 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.
19. In addition to the provisions and requirements of this permit and the Land Use Bylaw, a person is also required to comply with all federal, provincial and other legislation.
20. The Town of Blackfalds requires that a dual check valve for backflow prevention, be installed for all residential and/or commercial properties, as well as any business facilities.
21. There shall be no connected drains, sumps or any fixture disposing of sewage waste, contaminated or polluted water, waste water or any other chemical or substance allowed within the property or in any garages or accessory buildings, whether attached or detached, or to any of the Town's infrastructure systems, as per the current Water and Sewer Bylaw in force.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

6.1 Minutes of September 13, 2022

Resolution 25-22

Member Dennis moved to approve the minutes of September 13, 2022, as presented.

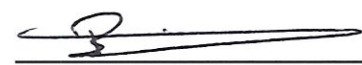
CARRIED UNANIMOUSLY

ADJOURNMENT

Chairperson Svab adjourned the meeting at 6:19 p.m.



CHAIR



SECRETARY





WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING October 27, 2022

BYLAW NO. 1369/22 – CONSIDERATION OF THIRD READING

A public hearing was held for Bylaw No. 1369/22 on October 13, 2022. Bylaw No. 1369/22 is a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17, to list a special discretionary use of a “recovery centre” on the W½ Pt. SW 16-39-01 W5M.

Bylaw No. 1369/22 having been read a first and second time was given third reading and finally passed.

COMMITTEE OF THE WHOLE

The following recommendations from the Committee of the Whole meeting held on October 4, 2022 received the approval of Council:

- *That the County Manager be directed to prepare a report regarding the paving of Range Road 2-4; and further, that this report be presented at a future meeting.*
- *That the presentation on the Alberta Invasive Species Council Resources and Programs be received for information.*
- *That the County Manager be directed to invite Tammy Spink, Manager, Peace Officer & Security Services Program for the Province of Alberta to provide a presentation to County Council with regard to Community Peace Officer safety at a future Committee of the Whole meeting; and further, that the discussion on issues regarding Lacombe County Community Peace Officers be received for information.*
- *That the presentation on the Lacombe County Municipal Development Plan be received for information.*
- *That the County Manager be directed to invite representatives from 143 Health Care Consulting to attend a future Committee of the Whole meeting.*
- *That the Municipal Affairs Bulletin regarding the Recall of Municipal Councillors be received for information.*
- *That the County continue with recognition of volunteers in the County News and on social media in April on a yearly basis; and further, that certain groups be recognized each year i.e., hall boards, arena boards, coaches, volunteer firefighters, etc. and that this initiative be referred to the Public Relations Committee for finalization.*
- *That a notice be placed in the County News encouraging ratepayers to submit photos of beautiful yards, their own or neighbors', for posting in the County News.*
- *That the resolutions to be presented at the Central Rural Municipal Association's October 7, 2022 meeting be received for information.*
- *That the County Manager be directed to advertise the Queen Elizabeth Platinum Jubilee Awards requesting nominations from the public. This recommendation did not receive approval as it was determined that submissions from the public could not be made.*

POGADL - TAX CANCELLATION REQUEST

A motion that Lacombe County cancel the \$ 83.17 late payment penalty levied on tax account #4103342002 did not receive Council approval.

LEIER/PUNTER - TAX CANCELLATION REQUEST

A motion that Lacombe County cancel the \$ 158.82 late payment penalty levied on tax account #4028294204 did not receive Council approval.

ROETTGER - TAX CANCELLATION REQUEST

A motion that Lacombe County cancel the \$ 61.18 late payment penalty levied on tax account #4102032002 did not receive Council approval.



WHERE PEOPLE ARE THE KEY

DOW CHEMICALS - TAX CANCELLATION REQUEST

A motion that Lacombe County cancel the \$ 108,289.08 late payment penalty levied on property owned by Dow Chemicals did not receive Council approval.

RMA RESOLUTIONS

The resolutions to be presented for consideration at the Rural Municipal Association's Conference were reviewed and received for information.

STARS AIR AMBULANCE – FUNDING REQUEST

A funding request from STARS Air Ambulance for a \$ 2.00 per capita contribution annually for 2023, 2024 and 2025 was approved.

LACOMBE REGIONAL TOURISM

Representatives of Lacombe Regional Tourism provided a presentation on the 2022 and 2023 activities and initiatives of Lacombe Regional Tourism. A report regarding the annual funding request from Lacombe Regional Tourism will be presented at a future meeting.

MIRROR COMMUNITY NETWORK – TRAIL PROPOSAL

Representatives of the Mirror Community Network provided a presentation on the Mirror Trail Proposal. A report with regard to the request from the Mirror Community Network for assistance with the Mirror Walking Trail Project will be presented at a future Council meeting.

Next Regular Council Meeting is
Thursday, November 14, 2022 - 9:00 a.m.

Next Committee of the Whole Meeting is
November 29, 2022 – 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) after approval.**



**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

A Blackfalds and District Recreation, Culture and Parks Board meeting for the Town of Blackfalds was held in person on October 5, 2022 at the Civic Cultural Centre – Council Chambers commencing at 6:30 pm.

MEMBERS PRESENT:

Public at Large:	Kimberley Sommerville, Trent Kroetsch, Barb Shepherd, Jill Bried
Town of Blackfalds Council Appointees:	Councillor Rebecca Stendie (virtually), Councillor Laura Svab
Regrets:	Kala Pandit

ATTENDING:

Jamie Hoover	Mayor
Rick Kreklewich	Director of Community Services
Jeff Heindel	Parks and Facilities Manager
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 Chair Sommerville at 6:32 PM.

2. LAND ACKNOWLEDGEMENT

- Chair Sommerville gave the acknowledgement.

3. AGENDA APPROVAL

3.1 AGENDA FOR THE OCTOBER 5, 2022 RECREATION, CULTURE AND PARKS BOARD MEETING

RES. 45/22

Councillor Shepherd moved to approve the agenda for the October 5, 2022 meeting as presented.

MOTION CARRIED UNANIMOUSLY

Recreation, Culture and Parks Board
Regular Meeting Agenda
October 5, 2022

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

4. DELEGATION

N/A

5. BUSINESS ARISING FROM MINUTES

5.1 FEES & RATES

- Director Kreklewich gave a brief background of where the fees and rates numbers came from.
 - o Community Centre meeting room rates added in, as well as Performance Room.
 - o Ice Rates increasing.
 - o Added a Non-Prime rate from 8am – 2pm at \$72/hr.
 - o Per Player Fee kept in place, increased by \$0.50/player.
 - o Community Garden Small Garden changed to \$15.
 - o Facility rentals til midnight, additional charge til 2am, captured in the Rate Review.
 - o Abbey Memberships, running track now included.
 - o Changed the definition of family: 5 members per household, max. max of 2 adults. Additional family members can purchase a pass for 50% of regular rate for their age group.
 - o Monthly memberships increased.
- Member Bried asked about student passes, was discussed. Hard to monitor.
- Member Bried asked about punch pass for \$1 charge for toddlers. Punch pass can be added for convenience. Members can have the choice.
- Councillor Svab asked about the arena rates, was approached by some members of the community. Some other arenas offer multiple booking discounts, older rinks are cheaper to rent and number of seats are taken into consideration.
- Separate rate for arena 1 and 2 was considered, was decided to stick with one overall rate for simplicity.
- Both rinks are fully booked during prime times.
- Maintenance and cost recovery still need to be taken into consideration.
- Multi-booking discount option can be discussed at a later time.
- Councillor Svab asked about meeting room rates.
- Meeting rooms are in demand and demand is growing.
- Looking at joint use agreements with schools.
- Member Bried asked about usage rates for meetings rooms.
- Councillor Stendie noted that non-profit groups are concerned about storage, Town may not be able to offer all groups what they need.
- Mayor Hoover recommended adding this to a future agenda and communicating with Girl Guides head office.
- Fees to be reviewed once a year until there is a clearer view of the post-pandemic environment for both facilities and organizations.
- Rising cost of energy alone is causing concern regarding the cost of operating facilities.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

- Seniors+ fees should be in red in fee schedule.
- Member Bried suggested we compile info for each building in fee schedule to make it more understandable.
- Manager Simpson noted track punch pass to be added to fee schedule.

RES. 46/22

Member Kroetsch moved that the Recreation, Culture, and Parks Board moves to accept Fees & Rates as discussed.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS

6.1 2023 PROPOSED OPERATIONS & CAPITAL BUDGET

- Director Kreklewich reviewed the budget presentation.
- Manager Simpson noted that 113 people on the waitlist for camp curious
- Manager Simpson noted the new Try it series – field hockey, pickle ball, tennis. Different sport every month.
- Mayor Hoover asked about the impact of the change from Red Cross to National Lifesaving Society on life guarding at the Abbey. Existing lifeguard certification can be switched over for \$20 fee (paid by the individual) prior to December 31, 2022. After that, it is the responsibility of the individual to pay full cost for the training. Training is a prerequisite to be hired at the Abbey.
- Mayor Hoover asked about the gates at arena to VIP, who is responsible for replacement? The Bulldogs are responsible for installing permanent set up.
- Mayor Hoover asked about sponsorship All Star Park. Field signage has been discussed; we are considering.
- Mayor Hoover asked for clarification on where the Town sees the savings from having solar panels on some of the facilities.
- Manager Simpson noted that they are still seeing the fallout from Covid, bookings from 2 years ago are still coming through the door and affecting revenues.
- Councillor Svab asked about the lifespan of the water slides. About 10-15 years. Slides are very well maintained and inspected every year or 2.
- Mayor Hoover asked about the wooden slide deck lifespan. The deck will likely need to be replaced in about 5 years. Mayor Hoover also asked if there was a cost associated with the yearly inspections.

RES. 47/22

Mayor Hoover moved that the Recreation, Culture, and Parks Board moves to accept the 2023 Draft Operational and Capital Budget as presented and to bring forward to Council for approval.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

MOTION CARRIED UNANIMOUSLY

7. ACTION CORRESPONDENCE

N/A

8. INFORMATION

8.1 ABBEY CENTRE – UPDATE

- Manager Simpson gave verbal update.
 - Abbey staff participated in Community Info Expo
 - Close to 50 people trialed Fitness Sampler Classes Sept 8 & 10, looking at hosting again next fall.
 - Drop in classes resumed Sept 12.
 - Fall Session 1 classes have started and Session 2 registration is open.
 - End of season shut down and winterization of outdoor aquatic centre is complete, including warranty repairs to tank liner.
 - All summer staff are done for the season.
 - 3 pumps ordered for water slides and hot tub.
 - Abbey Centre was the host facility to the Blackfalds Fall Market on Sept 17 & 18.
 - Several positions are undergoing recruitment.
 - ICS 100 training for all staff.
 - Facility booking have seen an increase due to cooler weather, school starting and the return of many organizations.
 - Archery Alberta and Rope Skipping Alberta will be visiting in October for Canada Winter Games qualifying rounds and a skipping summit, respectively.

8.2 EAGLE BUILDERS CENTRE – UPDATE

- Director Kreklewich & Manager Heindel gave verbal update.
 - Hosted AJHL showcase from Sept 29 – Oct 2. All 16 AJHL teams in attendance throughout the weekend. NHL, NCAA scouts were in attendance and were impressed by the facilities and the effort put in by the staff.
 - Delnor installed incorrect signage, Public Works uninstalled and the signs will be replaced with proper signage.
 - Parking lot is completed, pin curbing needs to be completed and sidewalk still need to be added where Broadway was.
 - Lighting replacement in EBC, still yellow, all lights will be replaced again.
 - Councillor Svab asked why the window crack was not covered under warranty. The cause of the damage is not able to be confirmed.
 - Councillor Svab asked about reserved parking for people dropping off library books? There will be special parking near the front entrance for loading/unloading.

**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

- Member Shepherd asked about the difference in sound since adding the acoustic panels. There was a very noticeable improvement, staff are satisfied with the solution.

8.3 PARKS & FACILITIES – UPDATE

- Manager Heindel gave verbal update
 - Shout out to Parks and Facilities staff.
 - One more ball tournament this weekend at ASP.
 - Preparing for Light Up Blackfalds.
 - Mayor Hoover mentioned that the Holiday Train will be coming through during the day on December 8.

Additional Items

- Member Kroetsch asked about a Frizbee golf course. Director Kreklewich confirmed they have toured with the architect from the course in Sylvan Lake. The architect liked Centennial Park. Member Kroetsch suggested the green space between Vista Trail, by the inclusive playground. Baskets have been purchased. The goal is to have it set up by Spring 2023. Mayor Hoover noted that there has been concerns about the number of amenities on the east side of 2A and mentioned it would be nice to have an additional amenity on east side of Highway 2A.
- Councillor Svab noted a possibility of an aerating pump for a pond for free.

9. APPROVAL OF INFORMATION ITEMS

RES. 48/22

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

MOTION CARRIED UNANIMOUSLY

10. APPROVAL OF MINUTES

RES. 49/22

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

MOTION CARRIED UNANIMOUSLY

11. ADJOURN

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

RES. 50/22

Meeting adjourned at 7:54 PM.



**TOWN OF BLACKFALDS
RECREATION, CULTURE AND PARKS BOARD
IN PERSON
October 5, 2022**

MOTION CARRIED UNANIMOUSLY

A handwritten signature in black ink, appearing to read "K. Sommerville", written over a horizontal line.

KIMBERLEY SOMMERVILLE,

CHAIR

A handwritten signature in black ink, appearing to read "R. Kreklewich", written over a horizontal line.

RICK KREKLEWICH, DIRECTOR OF COMMUNITY SERVICES

Next meeting scheduled for November 2, 2022 @ 6:30pm

BLACKFALDS

A L B E R T A

PERMIT FOR SPECIAL EVENTS

PERMIT NO. _____

1. The applicant should be aware of the requirements of the Special Event Permit and Traffic Bylaws which governs parades/processions, assemblies, etc. (copies are available through the Administrative Assistant at the Town Office).
2. Application to hold a special event must be made to the The Town not less than 4 weeks prior to the time desired to hold the event. Applications must be accompanied by the completed route map and Certificate of Insurance.
3. Event Categories:
Applicants will be invoiced for processing costs as follows:
 - A. Parades / Special Events held on major roadways as designated in the Special Event Approval Policy. The Public Works Department must have a minimum of 15 working days advance notice to arrange barricading and signage if roads are to be closed.
Cost: No processing fee.
 - B. Parades / Special Events held on all other roadways. The Public Works Department must have a minimum of 5 working days advance notice to arrange barricading and signage if roads are to be closed.
Cost: No processing fee.
 - C. Special Events held on all other city property, including parking lots, parks, trails, playgrounds, etc.
Cost: No processing fee.
4. The applicant shall contact the R.C.M.P. Town Detachment (phone 885-0020) a minimum of 2 weeks prior to the event with regard to any Police assistance required.
5. All applicants will be processed through the Director of Community Services, phone 885-6440. The Recreation, Parks & Culture Department will notify sponsoring groups when approved applications can be picked up.
6. A copy of this permit, signed by the appropriate Town official, must be kept at the special event location and be produced upon demand.

APPLICANT INFORMATION	Name of Sponsoring Group: <u>TOWN OF BLACKFALDS</u>
	Address <u>5018 WAGHORN ST</u> Postal Code <u>TOM 0J0</u>
	Name of Contact Person <u>SEAN BARNES</u>
	Address _____ Postal Code _____
	Phone (bus) <u>403. 885. 6240</u> (res.) _____
	Fax _____ E-mail <u>sbarnes@blackfalds.ca</u>

SPECIAL EVENT (✓appropriate box) <input checked="" type="checkbox"/> Entertainment <input type="checkbox"/> Promotion <input type="checkbox"/> Rally/Protest <input type="checkbox"/> Evangelizing <input type="checkbox"/> Selling <input type="checkbox"/> Parade <input type="checkbox"/> Race/Walk <input type="checkbox"/> Procession <input type="checkbox"/> Other/Specify	Name of Event <u>CP HOLIDAY TRAIN</u>
	Description of Event <u>HOLIDAY CONCERT / EVENT</u>
	Date <u>DEC 8</u> Time: From <u>12:15</u> am / <u>pm</u> To <u>1:45</u> am / <u>pm</u>
	Staging Area: Start <u>CP TRACK</u> Finish <u>CP TRACK</u>
	Number of Participants <u>200+</u>
	List of equipment, vehicles, material proposed on site by applicant (if applicable)

Date: <u>NOV 3/22</u>	Signature of Applicant: 
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ORIGINAL:
COPIES:

Permit Coordinator - Community Services Department
Applicant, RCMP (Bylaws): Town Council; Engineering; Emergency Services; Public Works; Parks Facilities Superintendent.
Licensing & Inspections.

WAIVER FORM

<p>To be signed by Applicant</p>	<p>The applicant, on its own behalf and on behalf of its officers, agents and employees, waives the right to bring any claim against the Town of Blackfalds and its officers, agents and employees for any matter arising out of or in anyway connected with the Special Event, including claims based on the alleged negligence of the Town or its officers, agents or employees. The applicant further agrees to indemnify and save harmless The Town of Blackfalds, its officers, agents and employees from and against all claims of any nature, including negligence, arising out of or in any way connected with the Special Event.</p> <p>Sponsoring Group <u>TOB</u></p> <p>Per <u>SEAN BARNES</u> Date <u>NOV 3/22</u></p>
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PLEASE READ CAREFULLY

<p>CONDITIONS OF APPROVAL</p>	<p>Approved (Subject to Conditions): _____</p> <p>Conditions: _____</p> <p>Denied _____ Reason: _____</p>
	<p>1. Applicant to complete the attached map clearly outlining the route or location of the special event together with notation of the start and finish location, if applicable, and any other pertinent details. (E.g. requests for road closures, parking removal).</p>
	<p>2. Applicant to submit a valid certificate of insurance with the application. The certificate to show a minimum liability amount of <u>\$2,000,000.00</u> and to have the Town of Blackfalds as an Additional Named Insured for the date(s) of the event.</p>
	<p>3. The promoters shall comply with all applicable laws, including bylaws and regulations.</p>
	<p>4. Applicant to pay for the necessary advertising of road closures, signing, and barricading costs as identified by the Public Works Manager, and to ensure affected businesses and residences are made aware of such closures.</p>
	<p>5. Applicant to ensure adequate traffic control through consultation with R.C.M.P., Town Detachment.</p>
	<p>6. Applicant to ensure adequate first aid service is available.</p>
	<p>7. Applicant to ensure participants provide right-of-way to emergency vehicles.</p>
	<p>8. Applicant to be responsible for resulting clean-up of route or location at which the event occurs.</p>
	<p>9. Flag markers or removable signs only to be used for marking routes on trails/sidewalks/roads. ABSOLUTELY NO PAINT</p>
	<p>11. Special Conditions:</p> <p style="text-align: right;">SPECIAL CONDITIONS ACCEPTED BY APPLICANT</p> <p style="text-align: right;">PER: _____ (Signature)</p>

FAILURE TO COMPLY WITH THE CONDITIONS HEREIN COULD RESULT IN THE APPROVAL BEING WITHDRAWN, FUTURE APPLICATIONS BEING DENIED, AND/OR PROSECUTION FOR BREACH OF TOWN BYLAWS.

<p>TOWN APPROVAL</p>	
<p>1. Signing Authority for Category A & B Events</p> <p>Chief Administrative Officer _____</p>	<p>Date <u>NOV 3, 2022</u></p>
<p>2. Signing Authority for Category C Events</p> <p>Director of Community Services _____</p>	<p>Date <u>Nov. 3/22</u></p>

ORIGINAL:
COPIES:

Permit Coordinator – Community Services Department.
Applicant; RCMP (Bylaws); Town Council; Engineering; Emergency Services; Public Works; Parks Facilities Superintendent
Licensing & Inspections.



— Road Block
- Main Road: Broadway/Waghorn
Grigg/Womacks

THE TOWN OF BLACKFALDS



PERMIT FOR SPECIAL EVENTS

PERMIT NO. _____

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	Name of Contact Person <u>SEAN BARNES</u>
	Address _____ Postal Code _____
	Phone (bus) <u>403.895.6240</u> (res.) _____
	Fax _____ E-mail <u>sbarnes@blackfalds.ca</u>

SPECIAL EVENT (✓ appropriate box)	Name of Event <u>LIGHT UP BLACKFALDS</u>
	Description of Event <u>LIGHT UP CEREMONY / TAYLES PARK</u>
	Date <u>Nov 26</u> Time: From <u>4:30</u> am / <u>pm</u> To <u>6:30</u> am / <u>pm</u>
	Staging Area: Start <u>TAYLES PARK</u> Finish <u>TAYLES PARK</u>
	Number of Participants <u>500+</u>
	List of equipment, vehicles, material proposed on site by applicant (if applicable) <u>Hot chocolate station, mechanical lift,</u>

Date: <u>Oct 25/22</u>	Signature of Applicant: _____
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ORIGINAL:
COPIES:

Permit Coordinator - Community Services Department
Applicant; RCMP (Bylaws); Town Council, Engineering; Emergency Services; Public Works, Parks Facilities Superintendent
Licensing & Inspections.

WAIVER FORM

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---	--

PLEASE READ CAREFULLY

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TOWN APPROVAL	
<p>1. Signing Authority for Category A & B Events</p> <p>Chief Administrative Officer _____</p>	<p>Date <u>NOV 3, 2022</u></p>
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COPIES:

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Applicant; RCMP (Bylaws); Town Council; Engineering; Emergency Services; Public Works, Parks Facilities Superintendent
Licensing & Inspections.



- Road Block
 - Main Road: Broadway/Waghorn
 - Grigg/Womacks
 - Back Ally: East Ave ally from Civic Centre to opening on East Ave
 - Civic Centre lot: 10 parking spaces (northend of lot)

- Tables
 - Hot chocolate serving station
 - Glow stick serving table
- Garbage Cans

MINUTES

An Annual Organizational Meeting for the Town of Blackfalds was held on Tuesday, October 25, 2022, 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
Justin de Bresser, Director of Corporate Services
Preston Weran, Director of Infrastructure and Property Services
Rick Kreklewich, Director of Community Services
Sue Bornn, Manager of FCSS
Cara Kroetsch, Volunteer Programmer
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

None

MEDIA

None

OTHERS PRESENT

Sgt. Brent Dueck, Blackfalds RCMP
Ryan Flear, Blackfalds RCMP
Nathalie Epp, Blackfalds RCMP
Danielle Lohmann, Blackfalds RCMP
Brad Vander Heyden, Stantec
Tom Simenson, Stantec

CALL TO ORDER:

Mayor Hoover called the Annual Organizational 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

278/22

Deputy Mayor Svab moved That Council adopt the October 25, 2022 Agenda as presented.

CARRIED UNANIMOUSLY

OFFICIAL OATH OF OFFICE

Commissioner of Oaths

CAO Thompson advised that all Councillors are Commissioners for Oaths in and for Alberta by status, which empowers them to take oaths of another upon affidavits, affirmations and declarations in Alberta, for use in Alberta. A copy of the Commissioner of Oaths – Act and Regulations were included in the Agenda.

MINUTES

GENERAL DUTIES AND GUIDELINES OF CONDUCT

The following documents were provided to Council and Administration provided a verbal explanation:

- Council Procedural Bylaw 1265.22
- Code of Conduct and Ethics for Elected Officials Bylaw 1272.22
- Municipal Affairs – Municipal Councillors Guidelines for Conflict of Interest
- Municipal Affairs - Pecuniary Interest for Municipal Councillors
- Municipal Affairs - What Every Councillor Needs to Know
- Municipal Government Act
- Robert's Rules of Order
- Parliamentary Procedure Motions Guide

279/22 Councillor Coulter moved That Council accept the General Duties and Guidelines of Conduct items as information.

CARRIED UNANIMOUSLY

SETTING OF REGULAR MEETING AND STANDING COMMITTEE DATES AND TIMES

Council accepted the 2022-2023 schedule as follows:

280/22 Deputy Mayor Svab moved That Council moves to accept the 2022 - 2023 schedule where Town of Blackfalds Regular Council Meetings are held on the second and fourth Tuesday of each month commencing at 7:00 p.m. in Council Chambers at the Municipal Office and that the meeting of December 27th be cancelled due to being a statutory holiday in lieu of Boxing Day.

CARRIED UNANIMOUSLY

281/21 Councillor Sands moved That Council moves to approve that the Town of Blackfalds Standing Committee Meetings be held every third Monday commencing at 7:00 p.m., with no meeting in February due to the third Monday falling on a statutory holiday.

CARRIED UNANIMOUSLY

APPOINTMENT OF DEPUTY MAYOR

The Deputy Mayor rotation was confirmed over the period of the four (4) year term and is as follows:

Councillor Appel	November 2021 – August 15, 2022
Councillor Svab	August 16, 2022 – May 31, 2023
Councillor Dennis	June 1, 2023 – March 15, 2024
Councillor Sands	March 16, 2024 – December 2024
Councillor Coulter	January 1, 2025 – October 15, 2025

COUNCIL REMUNERATION AND COMPENSATION POLICY

CAO Thompson reviewed the Remuneration and Compensation Policy 156.21 which was approved by Council on November 9, 2021.

282/22 Councillor Dennis moved That Council accept the Remuneration and Compensation Policy 156.21 as information.

CARRIED UNANIMOUSLY

MINUTES**CONFERENCE ATTENDANCE****Federation of Canadian Municipalities Attendance**

The Federation of Canadian Municipalities annual Conference has been attended by Blackfalds Council and the CAO for the past 13 years. This annual Conference brings together municipal leaders from across Canada and offers participants the opportunity to learn from each other, network with peers and build productive working relationships, along with the opportunity to attend valuable workshops and webinars.

- 283/22** Councillor Stendie moved That Council confirm attendance for the Federation of Canadian Municipalities for years through to 2025 as amended.

Toronto, Ont.
May 25th - 28th 2023

Mayor, CAO
Councillor Appel & Councillor Sands

Calgary, AB
June 6th - 9th 2024

Mayor, CAO
All of Council

Ottawa, Ont.
May 28th - June 1st, 2025

Mayor, CAO
Councillor Coulter & Councillor Svab

CARRIED UNANIMOUSLY**Alberta Municipalities Convention**

The Alberta Municipalities Convention is held each fall, typically in Edmonton or Calgary, with attendance from Albertan municipalities, dignitaries, speakers and trade show presenters. The 2021 AUMA Convention & AMSC Trade Show will be held from November 17th to the 19th at the Edmonton Convention Centre.

- 284/21** Councillor Appel moved That Council move that all of Council and the CAO will attend the 2023 Alberta Municipalities Association Convention in Edmonton taking place September 27th to the 29th, 2023.

CARRIED UNANIMOUSLY**COUNCIL BOARD RESIGNATIONS****FCSS Board Member Resignation**

- 285/22** Councillor Stendie moved That Council accept the resignation of Trish Willis from the FCSS Board effective immediately, with regrets.

CARRIED UNANIMOUSLY**Municipal Library Board Member Resignation**

- 286/22** Deputy Mayor Svab moved That Council accept the resignation of Marjorie Tyess from the Municipal Library Board effective immediately, with regrets.

CARRIED UNANIMOUSLY**Recreation, Culture & Parks Board Member Resignation**

- 287/22** Councillor Sands moved That Council accept the resignation of Jennifer Myslicki from the Recreation, Culture & Parks Board effective immediately, with regrets.

CARRIED UNANIMOUSLY

MINUTES**TOWN BOARDS, COMMITTEES AND COMMISSIONS APPOINTMENTS**

- 288/22** Councillor Stendie moved That Deputy Mayor Svab remain as Chair and Councillor Sands be appointed as Vice Chair for Municipal Planning Commission.

CARRIED UNANIMOUSLY

- 289/21** Councillor Appel moved That Council appoint Members at Large to Town Boards, Committees and Commissions as recommended by Administration as follows:

- 1. Economic Development and Tourism Advisory Committee:**
To appoint: Melissa MacLeod
To re-appoint: Robert Hogan, Denise Sumner, Craig Schroh, Kyle Braithwaite
- 2. Family and Community Social Services Board:**
To appoint: Glenda Brown, Leslie Ruddick
- 3. Municipal Library Board:**
To appoint: Starr Sinclair
To re-appoint: Vincent Wolfe, Glenda Brown
- 4. Recreation, Culture and Parks Board:**
To appoint: Keith Kerr
- 5. Policing Committee:**
To appoint: Tom Tompkins, Laurie Copland
- 6. Municipal Planning Commission:**
To appoint: Richard Poole
To re-appoint: Alejandro Garcia Miranda
- 7. Subdivision and Development Appeal Board**
To appoint: Vincent Wolfe
To re-appoint: Robert Hogan, Craig Schroh

CARRIED UNANIMOUSLY

- 290/22** Councillor Sands moved That Council accept the Council member appointments to the Town, Boards, Committees and Commissions as follows:

- 1. Economic Development and Tourism Advisory Committee:**
 1. Councillor Appel
 2. Councillor Dennis
- 2. Family and Community Social Services Board:**
 1. Councillor Sands
 2. Councillor Stendie
- 3. Municipal Library Board:**
 1. Councillor Coulter
 2. Deputy Mayor Svab
- 4. Recreation, Culture and Parks Board:**
 1. Councillor Stendie
 2. Deputy Mayor Svab
- 5. Policing Committee:**
 1. Councillor Appel
 2. Deputy Mayor Svab
- 6. Municipal Planning Commission:**
 1. Deputy Mayor Svab - CHAIR
 2. Councillor Sands - VICE CHAIR
 3. Councillor Dennis

MINUTES**7. Grievance Committee**

Councillor Appel/ Councillor Coulter - Oct 2021 - Feb 2023

Councillor Dennis/Councillor Sands - Mar 2023 - Jun 2024

Councillor Stendie/Deputy Mayor Svab - July 2024 - Oct 2025

8. Municipal Emergency Management Agency:

1. Councillor Appel

2. Councillor Stendie

9. 55+ Housing Building Committee

Councillor Coulter

CARRIED UNANIMOUSLY**EXTERNAL BOARDS, COMMITTEES AND COMMISSIONS APPOINTMENTS****291/22** Councillor Appel moved That Council formally appoint members to external boards, committees and commissions as amended:**1. Lacombe Foundation Board:**

1. Mayor Hoover

2. Councillor Dennis - Alt

2. Inter-Municipal Development Plan Board (IDP):

1. Councillor Stendie

2. Councillor Sands

3. Councillor Appel – Alt

3. Intermunicipal Collaboration Framework (ICF):

1. Mayor Hoover

2. Councillor Stendie

3. Councillor Appel - Alt

4. Blackfalds Chamber of Commerce Board:

1. Councillor Appel

2. Councillor Stendie - Alt

5. Central Alberta Economic Partnership (CAEP):

1. Mayor Hoover

2. Councillor Dennis - Alt

6. Parkland Regional Library:

1. Councillor Coulter

2. Councillor Dennis - Alt

7. Iron Ridge Elementary Campus Blackfalds School Parent Council:

1. Councillor Dennis

2. Councillor Appel – Alt

8. Iron Ridge Intermediate Campus Blackfalds School Parent Council:

1. Mayor Hoover

2. Councillor Sands

9. Iron Ridge Junior Campus Blackfalds School Parent Council:

1. Deputy Mayor Svab

2. Mayor Hoover - Alt

10. St. Gregory the Great Catholic School Parent Council:

1. Mayor Hoover

2. Councillor Appel

11. Central Alberta Regional Trails Society (CARTS):

1. Mayor Hoover

2. No alternate appointed

11. North Red Deer River Water Commission (NRDRWC):

1. Mayor Hoover

2. Councillor Appel – Alt

MINUTES

- 12. North Red Deer Regional Wastewater Services Commission (NRDRWWSC):**
 1. Mayor Hoover
 2. Deputy Mayor Appel – Alt
- 13. Lacombe County Fire Service Advisory Committee**
 1. Deputy Mayor Svab
 2. Councillor Dennis – Alt
- 14. Lacombe Regional Emergency Partnership Plan Advisory Committee (LREMP):**
 1. Councillor Sands
 2. Councillor Stendie – Alt
 3. CAO Thompson - CHAIR
- 15. Red Deer River Municipal Users Group (RDRMUG):**
 1. Mayor Hoover
 2. No alternate appointed
- 16. Red Deer River Watershed Alliance:**
 1. Mayor Hoover
 2. Councillor Sands - Alt
- 17. Blackfalds Health Practitioners Attraction & Retention Committee:**
 1. Councillor Appel
 2. Councillor Coulter – Alt
- 18. Rural Red Deer Restorative Justice Advisory Council:**
 1. Councillor Dennis
 2. Councillor Sands

CARRIED UNANIMOUSLY

ADJOURNMENT

Mayor Hoover adjourned the meeting at 7:37 p.m.

Jamie Hoover, Mayor

Myron Thompson, CAO

MINUTES

A Regular Council Meeting for the Town of Blackfalds was held on October 25, 2022, at 5018 Waghorn Street in Council Chambers, following the Annual Organization Meeting 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
Justin de Bresser, Director of Corporate Services
Preston Weran, Director of Infrastructure and Property Services
Rick Kreklewich, Director of Community Services
Sue Bornn, Manager of FCSS
Cara Kroetsch, Volunteer Programmer
Marco Jadie, IT Tech
Danielle Nealon, Executive & Legislative Coordinator

REGRETS

None

MEDIA

None

OTHERS PRESENT

Sgt. Brent Dueck, Blackfalds RCMP
Ryan Flear, Blackfalds RCMP
Nathalie Epp, Blackfalds RCMP
Danielle Lohmann, Blackfalds RCMP
Brad Vander Heyden, Stantec
Tom Simenson, Stantec

**CALL TO
ORDER:**

Mayor Hoover called the Regular Council Meeting to order following the Annual Organizational Meeting at 7:37 p.m.

ADOPTION OF AGENDA

292/22

Councillor Coulter moved That Council adopt the October 25, 2022 Agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

Varme Energy - Rory Wheat

Rory Wheat from Varme Energy was regrettably not able to attend.

Blackfalds RCMP 3rd Quarter Report – Sgt. Brent Dueck, RCMP

Sgt. Brent Dueck presented to Council an update on Blackfalds RCMP crime statistics, hiring and other notable activities from July to September 2022.

MINUTES

PUBLIC HEARING

None

BUSINESS ARISING FROM MINUTES

None

BUSINESS

CAO Report – October 2022

CAO Thompson reviewed the various organizational operations and activities during the month of October 2022.

293/22 Councillor Dennis moved That Council accept the CAO Report as information.

CARRIED UNANIMOUSLY

Request for Decision, Regional SDAB Bylaw 1274.22

Manager Tejkl brought forward for First, Second and Third and Final reading of the Regional SDAB Bylaw 1274.22

294/22 Councillor Stendie moved That Council give First Reading to the Regional SDAB Bylaw 1274.22 as presented.

CARRIED UNANIMOUSLY

295/22 Councillor Appel moved That Council give Second Reading to the Regional SDAB Bylaw 1274.22 as presented.

CARRIED UNANIMOUSLY

296/22 Councillor Stendie moved That Council give unanimous consent for Third Reading of the Regional SDAB Bylaw 1274.22 as presented.

CARRIED UNANIMOUSLY

297/22 Deputy Mayor Svab moved That Council give Third and Final Reading to the Regional SDAB Bylaw 1274.22

CARRIED UNANIMOUSLY

298/22 Councillor Appel That Council upon giving three readings to Regional SDAB Bylaw 1274.22 as presented, authorize the Town's Mayor and Chief Administrative Officer to sign the Agreement for Intermunicipal Regional Subdivision and Development Board Services.

CARRIED UNANIMOUSLY

Request for Decision, Municipal Office Space Policy 163.22

CAO Thompson brought forward for formal adoption the Municipal Office Space Policy 163.22.

299/22 Deputy Mayor Svab moved to approve the Municipal Facility Office Space Policy 163.22 as amended.

CARRIED UNANIMOUSLY

Request for Decision, Schedule "C" Community Services Facilities Fee Schedule Bylaw 1273.22

Director Kreklewich brought forward Schedule "C" Community Services Facilities Fee Schedule Bylaw 1273.22 for First and Second reading.

MINUTES

- 300/22** Deputy Mayor Svab moved That Council give First Reading to Bylaw 1273.22 - Schedule "C" – Community Services Facilities Fee Schedule that will amend and form part of Bylaw 1053/07 as presented.

CARRIED UNANIMOUSLY

- 301/22** Councillor Coulter moved That Council give Second Reading to Bylaw 1273.22 - Schedule "C" – Community Services Facilities Fee Schedule that will amend and form part of Bylaw 1053/07 as presented.

CARRIED UNANIMOUSLY

Request for Decision, Standing Committee of Council Meeting Cancellation

CAO Thompson brought forward a request to cancel the Standing Committee of Council Meeting on November 14, 2022, to participate in a Joint Council Meeting with the County of Lacombe.

- 302/22** Councillor Coulter moved That Council cancel the November 14th Standing Committee of Council in order to participate in the planned joint meetings with Lacombe County.

CARRIED UNANIMOUSLY

Request for Decision, Quarterly Financial Reports for the Period Ending September 30, 2022

Direct de Bresser brought forward for Council's information the Quarterly Financial Reports for the period ending September 30, 2022.

- 303/22** Councillor Sands moved That Council accepts the Operating Statement and Variance Analysis reports for the period ending September 30, 2022, as information.

CARRIED UNANIMOUSLY

- 304/22** Councillor Appel moved That Council accepts the Capital Project Report for the period ending September 30, 2022, as information.

CARRIED UNANIMOUSLY

- 305/22** Councillor Coulter moved That Council accepts the Council Expenditure Report for the period ending September 30, 2022, as information.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Letter from Blackfalds Ministerial Association, Pastor Kyle Kloss

Mayor Hoover received a letter from the Blackfalds Ministerial Association requesting for him to give an address on the behalf of the Town of Blackfalds to the Veterans for this year's Remembrance Day Service. Mayor Hoover confirmed he will be in attendance to give an address and Councillor Sands and Councillor Dennis will attend and lay wreaths during the ceremony.

- 306/22** Councillor Sands moved That Council accept the letter from the Blackfalds Ministerial Association as information.

CARRIED UNANIMOUSLY

MINUTES

INFORMATION

- Eagle Builders Centre Road Work, Parking Lot and Plaza Update – Stantec provided a verbal update on the ongoing work at the Eagle Builders Centre, Plaza, Parking Lot and Road Re-alignment.
- Report for Council, Annexation of NE 24-39-27-W4M Proposal Withdrawn
- Report for Council, 2023 Capital Budget
- FCSS Meeting Minutes – September 15, 2022
- Board Letter October 13, 2022, Town of Blackfalds Report, Environmental Appeals Board
- Lacombe County Highlights – October 13, 2022

307/22 Councillor Sands moved That Council accept the Information Items as information.

CARRIED UNANIMOUSLY

ROUND TABLE DISCUSSION

Mayor and Council shared meetings and events attended from September 16 – October 15, 2022

308/22 Deputy Mayor Svab moved That Council accept the Round Table Reports as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

309/22 Mayor Hoover moved That Council accept the Standing Committee of Council Meetings Minutes from October 17, 2022, as amended.

CARRIED UNANIMOUSLY

310/22 Councillor Coulter moved That Council accept the Regular Council Meeting Minutes from October 11, 2022, as presented.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None

BUSINESS FOR THE GOOD OF COUNCIL

None

BREAK

311/22 Deputy Mayor Svab moved That Council move for a five-minute recess at 9:03 p.m.

CARRIED UNANIMOUSLY

CONFIDENTIAL – Closed Session

- **FOIP S. 19**

312/22 Councillor Sands moved That Council move to a closed session commencing at 9:14 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 19 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

MINUTES

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.*

313/22 Councillor Stendie moved That Council move to come out of the closed session at 9:49 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Hoover called the Regular Council Meeting back to order at 9:49 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 and Councillor Marina Appel.*

ADJOURNMENT

Mayor Hoover adjourned the Regular Council Meeting at 9:49 p.m.

Jamie Hoover, Mayor

Myron Thompson, CAO