



Regular Council Meeting
Civic/Cultural Centre – 5018 Waghorn Street
March 23, 2021 at 7:00 p.m.

AGENDA

Page

1. **Call to Order**
2. **Adoption of Agenda**
 - 2.1 Agenda for March 23, 2021
3. **Delegation**

None
4. **Public Hearing**

None
5. **Business Arising from Minutes**

None
6. **Business**
 - 6.1 CAO Report (verbal)
 - 6.2 [Request for Decision, Ice Allocation Policy](#)
 - 6.3 [Request for Decision, Welcoming and Inclusive Communities Initiatives](#)
 - 6.4 [Request for Decision, National Volunteer Week](#)
 - 6.5 [Request for Decision, Women in Politics Steering Committee](#)
7. **Action Correspondence**
 - 7.1 [Advisory Council Member – Red Deer Restorative Justice Advisory Council](#)
 - 7.2 [Community Initiatives Program Support Letter – Big Brothers Big Sisters Lacombe](#)
8. **Information**
 - 8.1 Eagle Builders Multi-Plex Project Update – Director Barnes (*verbal*)
 - 8.2 [Municipal Elected Leaders Certificate \(MELC\)](#)
 - 8.3 [Parkland Library Meeting Minutes for February 25, 2021](#)
 - 8.4 [PLRS Board Talk for February 25, 2021](#)
 - 8.5 [FCSS Board Meeting Minutes for February 11, 2021](#)
 - 8.6 [Lacombe County Council Highlights for March 11, 2021](#)
 - 8.7 [City of Lacombe Council Highlights for March 8, 2021](#)
 - 8.8 [Council Community Engagement Calendar 2021](#)
 - 8.9 [Municipal Planning Commission Minutes for February 9, 2021](#)
9. **Round Table Discussion**
 - 9.1 [Mayor Poole](#)
 - 9.2 [Deputy Mayor Svab](#)
 - 9.3 [Councillor Appel](#)
 - 9.4 [Councillor Hoover](#)
 - 9.5 [Councillor Olfort](#)
 - 9.6 [Councillor Stendie](#)
 - 9.7 [Councillor Taylor](#)
10. **Adoption of Minutes**
 - 10.1 [Minutes from the Regular Council Meeting on March 9, 2021](#)
 - 10.2 [Minutes from the Standing Committee Meeting on March 15, 2021](#)
11. **Notices of Motion**
 - 11.1 [Council Code of Conduct](#)
12. **Business for the Good of Council**

None
13. **Confidential**
 - 13.1 FOIP, Section 17
 - 13.2 FOIP, Section 17
14. **Adjournment**

Future Meetings/Events:

- Regular Council Meeting – April 13, 2021
- Standing Committee of Council Meeting – April 19, 2021



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

Page 1 of 2

MEETING DATE: March 23, 2021

PREPARED BY: Rick Kreklewich, Abbey Centre General Manager

SUBJECT: Ice Allocation Policy

BACKGROUND

The Ice Allocation Policy was first approved by Council in April of 2015 and has now gone through a revision after many discussions with the Recreation, Culture and Parks (RCP) Board.

The scheduling of ice now includes a priority for regional, national, and international competitions seeing as the Eagle Builder's Centre's additional arena will bring more opportunities to host much larger events. The Jr. A Blackfalds Bulldogs were added to the priority list and the Blackfalds Wranglers were changed from Junior B to Senior AA. It is important to note that the priority list is dependent on the scheduling timelines provided by our member leagues which necessitate their position in the priority list.

Following discussion at the last RCP Board meeting on February 3rd, 2021, Administration revised the order of ice scheduling to combine the Blackfalds Bulldogs Jr. A booking with the Town of Blackfalds event bookings and local sport organizations such as the Senior AA Wranglers. Both Blackfalds Minor Hockey and Blackfalds Skating Club were contacted and approved the revisions. We also have confirmation dates for specific types of bookings.

Administration has made a change to day bookings in that groups are not required to book recurring times that start at or before 4:00 p.m. By doing so, this provides flexibility to change staff schedules to later in the day (as is the case when there is an early morning booking) and does not force our groups to use any undesirable morning slots. Weekend ice bookings will also grant more flexibility in that groups have until September 1 of each year to book weekend ice slots. After that, weekend bookings will be open for anyone to book. The August and September statutory holidays were also added as named holidays seeing as how ice may be utilized earlier in the season.

DISCUSSION

On March 15, 2021, the revised Ice Allocation Policy was brought forth to the Standing Committee meeting. Standing Committee of Council voted to move forward with the Ice Allocation Policy and have it brought to Council for approval.

RES. 13/21

Mayor Poole moves that the Standing Committee of Council accept the Recreation, Culture and Parks Board recommendation to accept the amended Ice Allocation Policy as presented and recommend to present at the Regular Council meeting for approval.

MOTION CARRIED UNANIMOUSLY

FINANCIAL IMPLICATIONS

N/A



Town of Blackfalds
**REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

Page 2 of 2

ADMINISTRATIVE RECOMMENDATION

1. That Council accept the Standing Committee of Council recommendation to accept the amended Ice Allocation Policy as presented.

ALTERNATIVES

1. That Council sends this item back to Administration for further discussion.

ATTACHMENTS

- *Ice Allocation Policy*

APPROVALS

A handwritten signature in black ink, appearing to be "Myron Thompson".

CAO Myron Thompson

A handwritten signature in black ink, appearing to be "Sean Barnes".

Community Services Director Sean Barnes

Policy No.: 149.21 Policy Title: Ice Allocation Policy Department: CSD Effective Date: Revised: Supersedes Policy/Bylaw: Review Date:	Council Approval: Resolution No. Date:
--	---

Policy Statement

The Town of Blackfalds is committed to effectively provide arena ice time(s) to all user groups in a fair manner to meet the current and future demands of the community, local organized groups and outside user groups.

1. Reason for Policy

1.1 To ensure the Eagle Builders Centre ice surfaces are being fully utilized while continuing to promote and encourage participation in ice activities within Blackfalds. The Town of Blackfalds will implement this policy to continue to be a revenue generating facility while keeping fees reasonable for our local associations. The purpose of this policy is to clearly define and communicate how ice will be managed, allocated and distributed, based on current and expected demands.

2. Related Information

2.1 None

3. Definitions

- 3.1 Damage Deposit A refundable fee assessed to any user group who rent the ice surface at the Eagle Builders Centre. This fee is used to cover any costs which may arise from actions of the user group.
- 3.2 Joint Use Agreement The agreement between the Town of Blackfalds and another party for shared use of facilities.
- 3.3 Junior Ice Rate Youth-based organization within Lacombe County or Red Deer County. This includes Junior A hockey and minor sports organizations based in the region. Available for ice rentals only.
- 3.4 Local Rate Adult User group/renter who resides within the Town of Blackfalds or is a County of Lacombe resident.
- 3.5 Non-Local Rate User group/renter who is based or resides outside of the Town of Blackfalds and the County of Lacombe.

3.6 Recurring Weekly Bookings	User group books the same ice slot (same time on the same day of week) for the entire season.
3.7 Rental Contract Agreement	Between the Town of Blackfalds and the user group, which must be signed by all user groups who rent the Eagle Builders Centre Ice. This agreement must be signed and returned to the Town of Blackfalds before the beginning of the first rental.
3.8 Special Events	Public or private events that are not a regularly scheduled during the season
3.9 Non-Profit Organization	Local user group that is established for the purpose of providing and promoting recreational opportunities for their members with current Non-Profit status. Organization's primary address must be in Blackfalds. This includes minor sports organizations and programs based within the Town of Blackfalds.

4. Responsibilities

4.1 Municipal Council to:

- 4.1.1 approve by resolution this policy and any amendments;
- 4.1.2 consider the allocation of resources for successful implementation of this policy in the annual budget process.

4.2 Chief Administrative Officer to:

- 4.2.1 implement this policy and approve procedures;
- 4.2.2 ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.3 Director of the Department to:

- 4.3.1 ensure implementation of this policy and procedure;
- 4.3.2 ensure that this policy and procedure is reviewed every three years;
- 4.3.3 make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

4.4 Manager to:

- 4.4.1 understand, and adhere to this policy and procedure;
- 4.4.2 ensure employees are aware of this policy and procedure.

4.5 All Employees to:

- 4.5.1 understand and adhere to this policy and procedure.

5. Order of Ice Scheduling

5.1 Scheduling of ice will be allocated in the following order:

- *Town of Blackfalds Special Events & Programming (including Co Sponsored Programs)
- *Blackfalds Bulldogs Junior A Games and Practices¹
- *Local Youth Sporting Organizations & Blackfalds Wranglers Senior AA²
- *Local Adult Sporting Organizations
- *Non-Local Sporting Organizations
- *Joint Use Agreements and Casual Rentals

¹ Game and Practice Schedule to be received by June 15

² Blackfalds Minor Hockey Tournament weekends to be confirmed by July 15

² Blackfalds Skating Club Ice Carnival date to be confirmed by July 15

² Blackfalds Wranglers home game schedule to be confirmed by July 15

Regional, Provincial, National & International Events will have ice allocation requests reviewed by Town of Blackfalds Community Services to determine ice allocation.

6. Exclusions

6.1 None

7. Special Situations

7.1 None

8. Appendix

8.1 None

9. End of Policy

PROCEDURE	Policy No.: Policy Title: Department:
------------------	--

1. Preamble:

- 1.1 It is recognized that it is advantageous to maintain a reasonable amount of consistency in ice time scheduling from year to year and therefore due consideration will be given to the allocation of ice according to previous years. Significant changes to ice allocations shall be based on significant changes to registration levels and composition or other emerging trends and needs. Any changes will be subject to approval by the Recreation Programmer and prioritized based upon the scheduling priority list noted above.
- 1.2 Confirmation from each user group that they will be returning for the following season must be provided in writing to the Recreation Programmer prior to June 30th of each year. Failure to do so may result in the loss of ice time. Any requests for increased or decreased ice usage based on the previous season must be provided at this time.
- 1.3 The Community Services Department will determine who will get allotted additional ice time; these decisions will be based upon changes in registration and/or emerging trends and needs of each user group. Additional ice time will be granted only if additional ice time is available. The Town of Blackfalds recognizes it is advantageous to maintain consistency in ice scheduling from season to season and careful consideration will be given to historical precedent when making changes to user group schedules.
- 1.4 All user groups must sign a Rental Contract and return a signed copy to the Community Services Department before their first booking of the season. Failure to do so may result in the loss of ice time.
- 1.5 The following must be provided to the Recreation Programmer before July 31st of each year:
 - a. Blackfalds Bulldogs Junior A games and practices.
 - b. Blackfalds Minor Hockey Association tournament dates.
 - c. Blackfalds Skating Club Carnival date.
 - d. Blackfalds Wranglers Hockey Club exhibition and regular season schedule.

1.6 Payment requirement dates:
Adult Users/Non-local Rate Groups/Other Users:

 Full payment by September 15th of each year

Blackfalds Bulldogs/BMHA/BSC/Blackfalds Wranglers:
Option 1 – full payment by September 15th of each year

Option 2 – two payments:

 1st Payment: Contract balance from September to December 31st paid by January 15th

 2nd Payment: Remaining contract balance paid by April 15th of each year

BMHA Tournament Ice:

All tournament rental contracts must be paid in full within five (5) days of tournament completion.

All payments for ice rentals are non-refundable. Any over-payments for ice rentals will be credited to their account for future ice bookings.

- 1.7 Each user group with a recurring weekly booking must take their weekly time slot for every day that is not a named holiday – unless the booking is on a weekday and starts at or before 4:00pm.

Weekend ice bookings must be confirmed by the user group by September 1st of each season. Weekend ice bookings are not required to be recurring for Non-Profit and Junior Ice organizations (Blackfalds Wranglers Senior AA are not required to take recurring weekend ice).

The season date parameters for all user groups are from October 1st to the Sunday following March 15th of each year (if March 15th falls on a Sunday, that will be last required date). Therefore user groups must take their full weekly recurring ice times starting no later than October 1st and must continue until end dates will be March 15th of each year (If March 15th falls on a Sunday, that will be last required date).

- 1.8 Groups are not permitted to sell ice to another group. The Community Service Department will make every effort to assist the associations to fill open ice slots. If a Non-Profit Organization has a user interested in an open ice slot, the Recreation Programmer must be notified, and a separate contract will be made in the new user's name. The Non-Profit Organization will be responsible for the ice time until full payment is received by the Town of Blackfalds from new user group.
- 1.9 All Blackfalds Minor Hockey Association rentals for Tournament use are charged at the Local Rate – as opposed to the Non-Profit Rate.
- 1.10 The Town of Blackfalds has the right to make the final decision regarding facility rentals.

2. Ice Time Changes/Cancellations

- 2.1 Non-Profit Organizations can exchange ice upon approval of the Recreation Programmer. Changes will then be made to their respective contracts.
- 2.2 Weekday ice times starting before 10:00am can be cancelled with a minimum of 24 hours notice.

3. League Playoff/Provincial Playoff Bookings

- 3.1 Scheduling in playoffs and provincial playdowns are recognized to have many changes in ice time requirements. Scheduling will follow the Scheduling Priority List to keep consistency, however the Town of Blackfalds will have final decision. It is understood all parties must work around each other's schedules.

4. Named Holidays

- 4.1 The ice surfaces at Eagle Builders Centre will be closed on the following holidays:

Heritage Day – 1st Monday in August
Labour Day – 1st Monday in September
Thanksgiving Day – 2nd Monday in October
Remembrance Day – November 11th
Christmas Eve – December 24th
Christmas Day – December 25th
Boxing Day – December 26th
New Year's Eve – December 31st

New Year's Day – January 1st
Family Day – 3rd Monday in February
Good Friday – Weekend of First Sunday after the Paschal Full Moon
Easter Monday – Weekend of First Sunday after the Paschal Full Moon

- 4.2 The Eagle Builders Centre cannot be rented out to a user group (other than for the Town of Blackfalds events) on any named holiday unless given special permission by the Town of Blackfalds.

5.2.1 End of Procedure

Approval

Chief Administrative Officer

Date



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

MEETING DATE: March 23, 2021

PREPARED BY: Kalina Van Winssen, Executive Assistant

PRESENTED BY: Myron Thompson, CAO

SUBJECT: Welcoming and Inclusive Communities

BACKGROUND:

The Alberta Urban Municipalities Association's (AUMA) Welcoming and Inclusive Communities initiative was created in partnership with the government of Alberta to support policies and practices that create and maintain welcoming and inclusive communities in Alberta. A welcoming and inclusive community is one that is "free from discrimination, where all residents are able to participate fully in all aspects of the social, political, cultural and economic life of the community".

The benefits of being a welcoming and inclusive community is that the initiatives contribute to all dimensions of municipal sustainability, including social, culture, economic, environment and governance. AUMA's initiative offers include online toolkits, guides and resources to support municipalities with strategic planning, performance measurement and engagement with diverse communities. Webinars, workshops and conferences are also hosted to support additional learning for communities.

At a federal level, the Canadian Coalition of Inclusive Municipalities (CIM), which is pioneered by UNESCO, is a network of inclusive communities throughout Canada. There are 80-member municipalities who enjoy many benefits, including: access to a network of member municipalities from different areas in Canada and throughout the world and access to resources to help eliminate racism and other forms of discrimination.

The Town of Blackfalds already hosts many inclusive events, including:

- International Women's Day
- Violence Prevention Month
- Pink Shirt Day
- Orange Shirt Day
- Blackfalds Culture Days

DISCUSSION:

Joining the Welcoming and Inclusive Communities Initiative by AUMA will require a resolution from Council. In order to join the Canadian Coalition of Inclusive Municipalities, Council must adopt a resolution to become a member, sign the Declaration, inform the Canadian commission for UNESCO, and announce the Town of Blackfald's involvement to local stakeholders and residents.

FINANCIAL IMPLICATIONS:

None.



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

ADMINISTRATIVE RECOMMENDATION:

- | |
|---|
| <p>1. That Council move to join the AUMA's Welcoming and Inclusive Communities Initiative and the Canadian Coalition of Inclusive Municipalities.</p> |
|---|

Attachments:

- [*AUMA Welcoming and Inclusive Communities Weblink*](#)
- *Declaration to Join the Coalition of Inclusive Municipalities*

A handwritten signature in black ink, appearing to be "Myron Thompson", written over a horizontal line.

Approvals:

CAO Myron Thompson

Declaration to Join the Coalition of Inclusive Municipalities

Given that:

1. The Canadian Commission for UNESCO (United Nations Educational, Scientific and Cultural Organization) is calling on municipalities to join a Coalition of Inclusive Municipalities and to be part of UNESCO's international Coalition launched in 2004; and
2. The Federation of Canadian Municipalities (FCM) endorses the Call for a Coalition of Inclusive Municipalities and encourages its members to join; and

Whereas:

3. Municipal governments in Canada, along with other levels of government, have responsibilities under Canada's *Charter of Rights and Freedoms* as well as federal, provincial and territorial human rights codes, and therefore have an important role to play in combating racism and discrimination and fostering equality and respect for all citizens;

Be it resolved that:

4. The **insert the name of the municipality** agrees to join the Coalition of Inclusive Municipalities and, in joining the Coalition, endorses the Common Commitments and agrees to develop or adapt its own unique Plan of Action accordingly.
5. These Common Commitments and the Municipality's unique Plan of Action will be an integral part of the Municipality's vision, strategies and policies.
6. In developing or adapting and implementing its own unique Plan of Action toward progressive realization of the Common Commitments, the Municipality will cooperate with other organizations and jurisdictions, including other levels of government, Indigenous peoples, public and private sector institutions, and civil society organizations, all of whom have responsibilities in the area of human rights.
7. The Municipality will set its priorities, actions and timelines and allocate resources according to its unique circumstances, and within its means and jurisdiction. The Municipality will exchange its expertise and share best practices with other municipalities involved in the Coalition and will report publicly on an annual basis on actions undertaken toward the realization of these Common Commitments.

Insert name of the Municipality, insert date (month day, year)

His/Her Worship **insert name of the mayor**

SIGNATURE OF THE MAYOR





**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

COUNCIL MEETING DATE: March 23, 2021

PREPARED BY: Sue Bornn, FCSS Manager

SUBJECT: National Volunteer Week April 18-24, 2021

BACKGROUND:

National Volunteer Week for 2021 will take place from April 18-24. This week is set aside each year to honour and thank volunteers across Canada for the time and energy they contribute to causes that benefit their communities.

The National Volunteer Week theme for 2021, “The Value of One, The Power of Many”, reflects on the awe-inspiring acts of kindness by millions of individuals and the magic that happens when people work together towards a common purpose. This past year, we have seen people supporting family, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society. We recognize the value of the caring and compassion that each one has shown another, and we recognize the power of people, organizations, and sectors working together.

National Volunteer Week is also an opportunity to promote the benefits of volunteering to individuals and society as a whole. It is our intention to offer recognition to our award recipients at our 2021 Volunteer Recognition Awards presentation by offering tokens of appreciation to all award nominees as well as everyone who volunteered with the Town of Blackfalds. Our community volunteers are also invited to attend the Community Volunteer Drive-In Movie.

DISCUSSION:

As a municipality we have celebrated National Volunteer Week for many years. This year many outstanding community volunteers will be recognized and appreciated through our municipally hosted Volunteer Awards Presentation and Community Volunteer Drive-In Movie, FCSS Volunteer Newsletter, community displays at the Abbey Centre and FCSS, and local media throughout the month of April. Blackfalds is full of many community minded, generous individuals who work hard to build a strong foundation for our future, and it is exciting to be able to share about ‘The Value of One, The Power of Many’ during National Volunteer Week.

FINANCIAL IMPLICATIONS:

None

ADMINISTRATIVE RECOMMENDATION:

That Council moves to proclaim April 18-24, 2021 as National Volunteer Week in the Town of Blackfalds.



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

Attachments:

- 2021 National Volunteer Week Proclamation

Approvals:

A handwritten signature in black ink, appearing to be "Myron Thompson", written over a horizontal line.

CAO Myron Thompson

A handwritten signature in blue ink, appearing to be "Sue Gamm", written over a horizontal line.

Department Director/Author



Mayoral Proclamation Template

Whereas, 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

Whereas, volunteers in Blackfalds mentor our children, feed our hungry, comfort our lonely, beautify our green spaces, and fundraise for our charitable organizations; and

Whereas, volunteers in Blackfalds have stepped up during the COVID-19 pandemic to support families, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

Whereas, Blackfalds' volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and

Whereas, the collective result of the work done by our city's volunteers is that Blackfalds is a more desirable place to live; and

Whereas, organizations in Blackfalds that rely on volunteers include such fundamental organizations as After the Grind/Youth with a Mission, Blackfalds & District Agricultural Society, Blackfalds Figure Skating Club, Blackfalds Fire Fighters Association, Blackfalds Public Library, Block Parents, Big Brothers Big Sisters, Blackfalds Senior Citizens Cheemo Club, community Churches, Dual Ice Development Society, FCSS, Food Bank Society, Girl Guides, Historical Society, Lunch Box Program, Minor Hockey Association, Minor Soccer Association, Optimist Club of Blackfalds, Schools, Scouts, Town of Blackfalds Boards/Committees, Central Alberta Victim & Witness Support Society; and

Now, therefore, I, Richard Poole, Mayor of Blackfalds, do hereby proclaim April 18-24, 2021, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Signed on the 23 day of March, 2021

Mayor Richard Poole



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

MEETING DATE: March 23, 2021

PREPARED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: Women in Politics Steering Committee

BACKGROUND:

At the February 23rd Regular Meeting of Council, a Request for Decision was provided to officially recognize International Women's Day. Information was also provided within the report to Council on initial planning to encourage, raise awareness and educate the public about opportunities for women in municipal politics. Through this discussion came the following resolution:

Motion 58/21

Deputy Mayor Stendie moved that Council form a working Committee which will include current Council women and Administration to formulate and execute plans encouraging women and persons in minority groups to become more involved and educated with municipal politics; including, but not limited to a virtual open house with Council women, residents, and trustees.

DISCUSSION:

Administration has drafted a Terms of Reference for the Steering Committee for review and consideration of Council. If approved Administration will assist with the recruitment and organization of the Committee.

ADMINISTRATIVE RECOMMENDATION:

1. That Council accept the Terms of Reference as presented.

ALTERNATIVES:

- A.) That Council refers this item to Administration for further consideration.

ATTACHMENTS:

- *Draft Terms of Reference*

A handwritten signature in black ink, appearing to be "Myron Thompson", written over a horizontal line.

Approvals:

CAO Myron Thompson

Terms of Reference

Women in Politics (WIP) Steering Committee

Purpose: The purpose of establishing the Women in Politics Steering Committee is to gain interest in local government and to recommend and assist in the establishment of objectives to encourage women and persons in minority groups to become more involved and educated with municipal politics.

Objectives: Provide opportunity for involvement & education ahead of the municipal election through various forum opportunities with participation of current and previous Council members, current and past members of boards and committees, as well as members of the local business sector.

Deliverables will include the raising of awareness of women's opportunities in the municipality as elected officials and the provision of information to support diversity and inclusion of women and minorities involvement in local government.

Membership: The Steering Committee will consist of interested Council members and administrative staff members who will seek to attract additional members to create and participate in a forum to provide input and actions in the objectives identified. Additional Committee composition will include:

- Any member of the public interested in participating
 - Previous serving Council members
 - Current or prior serving board, committee or trustee members
 - Owners/operators that represent local business
1. The Committee through its inaugural meeting may choose to expand Committee composition.
 2. At the Committee's inaugural meeting a Chairperson will be appointed from within its membership.
 3. Participation on the Committee is expected to be volunteer with no compensation provided.

Meetings:

1. Meetings will be scheduled as per the determination of the Steering Committee throughout the 2021 election campaign.
2. The Committee will hold their meetings in meeting space provided by the Municipality or through a virtual platform.
3. The Steering Committee will determine if agendas will be utilized in the activities of the Committee.

Reporting: Reports on activities will be provided to the Standing Committee of Council monthly or at specific intervals where information is required to be shared with Council.

DRAFT

Good morning Mayor Poole

I would like to invite you or a member of Town Council to join the **Rural Red Deer Restorative Justice Community Advisory Council**.

The Red Deer County Police Advisory Committee (PAC) in partnership with the Blackfalds RCMP has formed a Restorative Justice (RJ) Program to provide youth offenders from rural Red Deer and Lacombe counties with an opportunity to avoid entering the criminal justice system by accepting responsibility for actions and repairing harm caused by those actions. The RJ process engages trained volunteer facilitators to support the person harmed by the offence to be able to share the impact of the harm on them, their family and their community with the individual who has caused the harm and to have all parties identify actions that would repair that harm.

The RJ program is a community partnership with the Blackfalds RCMP Detachment and as such requires a **Community Advisory Council**. The role of the council is to provide direction and guidance to the program so that this community-based response to crime provides a safe, accessible, appropriate and effective option for young offenders, those they have harmed and their communities.

Because of your role as Mayor of Blackfalds, the main community being served by the program, we are hoping that you or a delegate, might be interested in becoming a member of this Council. It is anticipated that this council will meet virtually every two to three months for 1.5-2 hours.

The first introductory meeting is scheduled virtually for **April 8, 2021 from 6-7:30 pm by Zoom**.

I have attached a draft **Terms of Reference** for your information but am happy to connect with you individually to answer any questions you may have.

Please let me know if you are interested/willing to participate on this council and I will send you the meeting details and zoom link.

My email is debbie@rdrrestorativejustice.ca. I can also be reached by phone at 403- 598- 0726 and am happy to connect anytime.

Thank you for considering this request.

Rural Red Deer Restorative Justice (RRDRJ) Community Advisory Council

Terms of Reference

Restorative Justice is an approach that focuses on addressing and repairing the harm caused by crime while holding the wrong doer responsible for their actions rather than focusing upon which law was broken and what punishment is required as a consequence. It addresses both the causes and the consequences – personal, relational and societal – of offending in ways that promote accountability, healing and justice.

The Restorative Justice Community Advisory Council is guided by the core values of: participation, respect, honesty, humility, interconnectedness, accountability, empowerment, and collaboration.

PURPOSE:

- To provide direction and guidance to the RRDRJ program leaders and facilitators to ensure the program supports the delivery of a safe, accessible, appropriate and effective option for community-based response to crime
- To serve as a resource to the Rural Red Deer Restorative Justice Program.

LEADERSHIP AND OVERSIGHT

- The RJ Community Advisory Council is co-led by the Blackfalds RCMP detachment School Resource Officer and the RJ Program Coordinator
- Direct oversight is provided by the Blackfalds RCMP Detachment and the Red Deer County Police Advisory Committee

FUNCTION

- Participate in the development of goals and objectives for the RJ program
- Participate in the evaluation of the effectiveness of the RJ program in meeting its established goals and objectives
- Identify the need for and facilitate education related to crime prevention/reduction and restorative justice practices within the community
- Assist individuals/teams involved in a difficult RJ situation to examine the issue by considering all perspectives and options
- Recommend strategies to address complex RJ issues that arise
- Identify opportunities and resources that support both person(s) harmed and the wrong doer
- Provide a forum for discussion/debate around crime prevention/reduction and restorative justice issues.
- Foster cooperation and teamwork between disciplines by encouraging the sharing of information as it relates to restorative justice matters.
- Champion RJ initiatives in represented programs and areas

- Identify and seek community partners to join the RCMP Blackfalds Detachment and Red Deer County Restorative Justice Community Advisory Council.

MEMBERSHIP

Members who fulfill the following roles in the community are identified as important members of this council.

Chairs: Program Coordinator and Blackfalds RCMP SRO

- RRDRJ Program Coordinator
- RCMP and police partners
 - Blackfalds RCMP Leadership
 - Blackfalds RCMP School Resource Officer
 - Lacombe county peace officer (s)
 - Blackfalds Victim Services
 - Red Deer County and Blackfalds RCMP Police Advisory Committee Member(s)
- Red Deer and Lacombe County
 - Red Deer County- Councilor (s)
 - Lacombe County Councilor(s)
- Education/Schools
 - School Boards: Wolf Creek, Chinook Edge
 - School Principals/counsellors-Blackfalds and Lacombe
 - Student Representatives
- Community and Social Services FCSS
- AHS Addiction and Mental Health
- Probation officer (s)
- Community
 - Business Owners
 - Chamber of Commerce
 - Youth Support groups- Boys and Girls Club
 - Clergy
 - Ethnic/Cultural Representatives
 - Residents of Red Deer/Lacombe County
 - Municipal leaders- mayor or town council member(s)
- Restorative Justice Facilitators

MEETING LOGISTICS

- Bi Monthly meetings or at the call of the chair(s)
- Meetings may be held in-person or virtually
- Minutes to be distributed to all members and to the Red Deer County Police Advisory Committee

Feb 18, 2021

*Rural Red Deer includes Blackfalds, Lacombe and Red Deer County

Hi Mayor Poole

Hope you are doing well 😊

We are just working on the CIP (Community Initiatives Program) and asking \$25,000 for operational costs for our core programs. Would you consider writing us a support letter for our programs? We cover Lacombe, Lacombe County, Blackfalds, Alix, Clive, Bentley and Eckville.

If you need any details please email Wendy at lacombe@bigbrothersbigsisters.ca as she is preparing the grant application.

Thank you kindly for considering!

Crystal Zens

Executive Director

Big Brothers Big Sisters of Lacombe & District

(403)782-7870 w

(403)877-1516 c

"Ignite the power in a young person."

<Outlook:xpdbbn1.jpg>



Did you know? <https://caunitedway.ca/> funds our core mentoring program? Visit their website and see how you can help.

Hello Mayors, Councillors, and CAO's:

AUMA is very pleased and excited to announce the new **Municipal Elected Leaders Certificate (MELC)**. The Alberta Elected Officials Education Program (EOEP) is partnering with the University of Alberta's Augustana Extended Education (AEE) to provide certificates to RMA and AUMA members who complete all [seven EOEP courses](#) (Munis 101 plus the six municipal content specific courses).

The new MELC will recognize an elected leaders' commitment to ongoing education in pursuit of high quality service to their community. Those who complete all seven EOEP courses will receive a certificate from the University of Alberta's Augustana Extended Education (AEE) department & the EOEP.

For those that have already taken EOEP courses you are already partially or fully on your way to obtain your certificate. In order to recognize those who have already completed EOEP courses the following will occur:

- Elected officials who have already completed all seven courses, or who have a combination of old and new EOEP courses that covers the same learning outcomes, will receive a certificate. EOEP staff are hard at work determining who is eligible for this and will contact those in this category directly by the end of May.
- Elected officials who have completed some of EOEP's courses will be allowed to use these towards their certificate. This may mean you only need to take a few more courses to earn your certificate!

Once you have completed all seven EOEP courses, you will automatically be issued your MELC!

I am very excited to announce this certificate that will allow our dedicated elected leaders to showcase their educational achievements. Watch for more course schedule details to be coming shortly.

Those who are already eligible will be contacted by EOEP directly. For enquires, please contact EOEP's Registrar, Leanne Anderson at registrar@eoep.ca

And, as always, check for our upcoming courses at the [EOEP website](#).

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION



PRLS Board Meeting Minutes February 25, 2021

The regular meeting of the Parkland Regional Library System Board was called to order at 10:11 a.m. on Thursday February 25, 2021 in the Small Board Room, Lacombe.

Present: Debra Smith (Board Chair), Gord Lawlor

Present via Zoom: Alison Barker-Jevne, Doreen Blumhagen, Colleen Ebden, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Barb Gilliat, Agnes Hoveland, Deborah Juch, Cora Knutson, Daryl Lougheed, Josephine McKenzie, Philip Massier, Ricci Matthews, Marc Mousseau (Alternate for Blair Morton) Ray Olfert, Terilyn Paulgaard, Jas Payne, Norma Penney, Rosella Peterman, Len Phillips, Lori Reid, Bill Rock, Heather Ryan, Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Bill Windsor, Mike Yargeau, Ann Zacharias

With Regrets: Amanda Derksen, Jeanette Herle, Dana Kreil, Leah Nelson, Sharon Williamson, Bonita Wood

Absent: Jackie Almborg, Bill Chandler, Clark German, Trudy Kilner, Lonnie Kozlinski, Stephen Levy, Rick Pankiw, Heidi Pierce, Mary Ann Wold

Staff: Ron Sheppard, Colleen Schalm, Tim Spark, Kara Hamilton, Haley Amendt

Call to Order

Meeting called to order at 10:11 a.m. by Smith.

As part of PRLS' legislative compliance procedures, board members who send regrets are excused at the beginning of each meeting.

Motion by Janine Stannard to excuse Amanda Derksen, Jeanette Herle, Dana Kreil, Leah Nelson, Sharon Williamson, and Bonita Wood from attendance at the board meeting on February 25, 2021 and remain members of the Parkland Board in good standing.

CARRIED
PRLS 1/2021

1.1 Agenda

1.1.2 Adoption of the Agenda

Motion by Heather Ryan to accept the agenda as presented.

CARRIED
PRLS 2/2021

1.2. Approval of Minutes

Smith asked if there were any amendments to the November 12, 2020 minutes. There were two errors in the minutes; Glen Carrit attended the meeting and was marked absent. Also, the Vice-chair of the Advocacy Committee for 2021 is Norma Penney, not Barb Gilliat as mentioned.

Motion by Barb Gilliat to approve the minutes of the November 12, 2020 meeting as amended.

CARRIED

PRLS 3/2021

1.3. Business arising from the minutes of November 12, 2020 meeting

Smith asked if there was any business arising from the minutes. There was none.

2.5. Business Arising from the Consent Agenda

Smith asked if there was any business arising from the consent agenda.

Motion by Bruce Gartside to approve the consent agenda as presented.

CARRIED

PRLS 4/2021

Cora Knutson entered the meeting at 10:19 a.m.

3.1. Vacant Position on Parkland's Executive Committee

Parkland's Executive Committee has the ten-member maximum allowed by the Libraries Regulation.

Unfortunately, Jason Alderson has resigned and is leaving the province. This created a vacancy on the Executive Committee that needed to be filled.

According to board policy, when a vacancy exists for a representative for a geographical area on the Executive Committee, the municipalities from that geographical area will have until the conclusion of the first meeting of the Parkland Board after the organizational meeting to appoint an individual to the Executive Committee. If no person is forthcoming, then the seat shall remain vacant until the next organizational meeting of the Parkland Board.

Nominations were called and Len Philips volunteered to be the representative replacing Alderson on the Executive Committee.

Motion by Daryl Loughheed to appoint Len Philips to Parkland's Executive Committee representing electoral constituency #4.

CARRIED

PRLS 5/2021

3.2. 2020 in Review – Approval of the 2020 Annual Report

Each year Parkland is required to submit an annual report to the Public Library Services Branch (PLSB) at Municipal Affairs. Sheppard spoke to the challenges of 2020.

Given those challenges, with service interruptions and library closures caused by the pandemic, an extensive statistical comparison between 2019 and 2020 would be of limited value. However, some highlights from 2020 were:

- Cardholders system wide are at 31, 771.
- The total collection in the system catalogue is 680,384.
- While total system circulation was down from 2019's 1,312,278, it was still surprisingly high in 2020 at 912,147. This includes 129,254 eBook and eAudiobook circulations.
- IT visits, virtual and in person, remained consistent; 2,464 in 2019 and 2,499 in 2020.
- Library consulting visits went up massively. In 2019, consultants made 143 virtual and in-person visits to libraries, while in 2020, there were 472! Of these visits, the vast majority were virtual.
- Adapting to the virtual world and the need to support libraries through the pandemic, Parkland consulting staff hosted over 30 virtual meetings with 296 attendees.
- Virtual visits to Parkland's website and catalogue were also up slightly to 214,874 from 198,893 in 2019.
- Database use increased significantly from 58,486 in 2019 to 79,529 in 2020.

Despite being a difficult year, Parkland and public libraries rose to the many challenges they faced. Unlike many other organizations and services that shut down entirely, public libraries adapted and strove to continue answering their communities' need with their vital services.

Motion by Barb Gilliat to approve the Parkland Regional Library System's *2021 Public Library Survey and 2020 Annual Report* as presented.

CARRIED
PRLS 6/2021

3.3. Advocacy Committee Report

Gord Lawlor gave the Advocacy Committee report.

The committee has determined the following priorities for 2021:

1. Continue to educate Parkland's board members and develop advocates on our board.
2. Help library boards to advocate for themselves at their local level.
3. Increase System awareness to member library boards.

Activities in support of these priorities will include distribution of municipal ROIs and a System return on investment, including an advocacy learning component in Parkland board meetings, delivering virtual orientations to board members (new or not), creating a welcome package for newly elected councilors, and sharing regional library advocacy tools to member boards (e.g. key messages, communication samples and templates, etc.).

Committee member Bill Rock then talked about Parkland's new building, introducing the 2-minute video of the old and new headquarters. Sheppard outlined and explained the iGUIDE virtual tour of the new building and explained how to use it and where it is located on Parkland's website.

Motion by Cindy Trautman to accept the Advocacy Committee Report for information.

CARRIED
PRLS 7/2021

3.4. Strategic Plan Review

Parkland's current strategic plan (plan of service) runs through the years 2019 – 2021. Were Parkland to have a new strategic plan produced for 2022 – 2024, 2021 would be the needs assessment and plan development year. However, staff did not recommend attempting to produce a new strategic plan for 2022 or undertake a needs assessment in 2021.

At present, it is difficult to engage with our municipal councils, library boards, and member library staff while Alberta is under the restrictions imposed to combat COVID-19. Organizing an effective needs assessment would be very difficult under the current circumstances.

Given the highly irregular nature of library service at present, it is also unlikely that a needs assessment undertaken this year would yield accurate information for the upcoming years. What libraries need now is very different from what they will likely need after the pandemic.

Staff recommended that the board review the current plan of service and extend it for one more year. The current plan could then be filed with the Public Library Services Branch with the intention of engaging in a needs assessment in 2022 for a new strategic plan covering the years 2023 – 2025.

At their January 28th meeting, the Executive Committee made the following motion after discussing this matter:

Motion by Janine Stannard to recommend to the board that Parkland renew the Strategic Plan for one more year.

CARRIED

As part of reviewing Parkland's current strategic plan, staff asked the board to consider whether the current four goals are still relevant and should still be considered priority for the system. This is especially the case since Parkland's 2022 budget should reflect the strategic plan in numeric form.

After some discussion, it was decided that the board still supports the four goals in the Parkland Strategic Plan.

Motion by Janine Stannard to extend Parkland's current strategic plan for one more year through 2022.

CARRIED
PRLS 8/2021

Motion by Jas Payne to support the four goals in the strategic plan as presented.

CARRIED
PRLS 9/2021

3.5. eBook Purchase

Sheppard explained that historically Parkland has maintained separate online platforms for eAudiobooks and eBooks in an effort to streamline the eLibrary experience for patrons. Specifically, RBDigital was owned by Recorded Books, an audiobook publisher who had exclusive rights to many recordings/eAudiobooks.

Recently, RBDigital was purchased by Overdrive, another eContent provider. A couple of years ago, the Public Library Services Branch (PLSB) began supporting digital content

through access to eMagazines and some eAudiobook content on the RBDigital platform. That content has now moved to Overdrive and is only accessible on their platform. This means Parkland must now operate using both the Overdrive and Bibliotheca Cloud Library platforms for eBooks and eAudiobooks if Parkland is to provide the full array of content we did previously.

Since Parkland is now an Overdrive subscriber, staff requested the Executive Committee authorize \$25,000 from the Unrestricted Reserve to create an initial collection of eBooks. At their January 28th meeting, the Executive Committee approved the motion to move up to \$25,000 from the Unrestricted Reserve to purchase eContent from Overdrive. This new base collection will let member libraries focus on purchasing new eBooks for 2021 with this year's allotment. During the pandemic, the use of Parkland's eContent has gone up significantly, due to library closures.

Motion by Lori Reid to accept for information

CARRIED
PRLS 10/2021

Ann Zacharias left the meeting at 11:32

3.6. Advocacy Cooperation with Yellowhead Regional Library

Over the past few months, Parkland's Director and Yellowhead Regional Library's (YRL) Director, Karla Palichuk, have been working closely on a number of advocacy related projects. Due to the cooperative nature of Sheppard and Palichuk's advocacy work, Palichuk and YRL Board Chair Hank Smit were invited to Parkland's Advocacy Committee meetings as guests. Having staff and board members from YRL attend Parkland's Advocacy Committee meetings ongoingly was discussed at the January 28th Executive Committee meeting. The Committee made a motion endorsing YRL's participation in Parkland's advocacy efforts.

YRL plans to send up to five members of their board and staff to PRLS' meetings. Not only is the additional input useful but it will disperse the work required related to Parkland's advocacy efforts. YRL will benefit too. However the Parkland board is responsible for appointing members to the Advocacy Committee.

After some discussion, it was agreed that YRL staff would continue to work with Parkland in its advocacy efforts.

Motion by Janine Stannard to allow representatives from Yellowhead Regional library to attend Parkland Advocacy Committee meetings.

CARRIED
PRLS 11/2021

3.7. Parkland Community Update

The cover page of the meeting package included three questions for the board to consider. Responses to the questions were encouraged during the Parkland Community update. The responses were as follows:

1. What was the most important thing Parkland did in 2020?

Heather Ryan: Moved into a new building after 60 years

Lori Reid: Maintaining van runs for interlibrary loan material

Bruce Gartside: Parkland continued to prove their value

Shannon Wilcox: Provided tech support to the libraries

Daryl Lougheed: Explored and supported alternative service delivery models

Norma Penney: Parkland continued to stay relevant throughout this pandemic

Les Stulberg: Parkland continued to operate and did not shut down in the Pandemic.

Pat Toone: Provided weekly updates and virtual coffee breaks for the library staff and volunteers

Janine Stannard: Held a virtual conference in participation with three other partners

Janine Stannard: Weekly Parkland Updates were very valuable!

2. What was the most important thing your library did in 2020?

Jas Payne: Sylvan Lake stayed central to the community.

Barb Gilliat: Libraries learned to adapt!

Janine Stannard: Libraries supported and shared the new innovative ways member libraries continued to operate.

Norma Penney: Provided safe contactless services to the public throughout the pandemic.

Janine Stannard: We hired a new manager!

Heather Ryan: Staying open and finding new ways to deliver services

Jas Payne: Sylvan Lake reaffirmed their importance by being available when many other services could not.

Les Stulberg: Stettler Library offered Curbside service, outreach service to senior lodges and colonies, curbside printing services and partnered to other local organizations like FCSS to offer Activity Kits for seniors.

Pat Toone: Sundre offered Zoom book clubs. They stayed open the whole time, and will probably continue the book clubs after the pandemic.

3. What is the most important thing that libraries (system or municipal) should do in 2021?

Janine Stannard: Continue to grow, adapt, and advocate!

Bill Rock: Stay open

Jas Payne: Speak up and advocate for libraries' importance.

Shannon Wilcox: remain flexible

Heather Ryan: Be responsive to ever changing needs

Norma Penney: Continue offering the same level of service our libraries expect.

Deborah Juch: Find a way to adapt programming to the outdoors

Bill Windsor: Provide digital support to the community.

Heather Ryan: We expect to continue online programs for those who like them even when in-person meeting is allowed once again

Bill Windsor: Didsbury council is considering doubling the footprint of their library

3.8.1. Director's Report

3.8.2. Library Services Report

3.8.3. Finance and Operations Report

Smith asked if there were any questions regarding the Director's, Library Services, or the Finance and Operations reports. Colleen Schalm announced the date for the 2021 joint virtual conference with The Alberta Library, Peace Library System and Yellowhead Regional Library; September 22-24, 2021.

Motion by Janine Stannard to receive the Director's, Library Services, and Finance and Operations reports for information.

CARRIED
PRLS 12/2021

4. Adjournment

Motion by Barb Gilliat to adjourn the meeting at 11:59 a.m.

CARRIED
PRL 13/2021

Meeting adjourned at 11:59 a.m.

Chair



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

FEBRUARY 25, 2021

Parkland Annual Report

Despite the many challenges of 2020, with service interruptions and library closures caused by the pandemic, some service highlights are worth mentioning:

- Cardholders system wide are at 31,771
- The total collection in the system catalogue is 680,384
- While total system circulation was down from 2019's 1,312,278, it was still surprisingly high in 2020 at 912,147. This includes 129,254 eBook and eAudiobook circulations
- IT visits, virtual and in person, remained consistent; 2,464 in 2019 and 2,499 in 2020.
- Library consulting visits went up massively. In 2019, consultants made 143 virtual and in-person visits to libraries, while in 2020, there were 472! The vast were virtual
- Parkland consulting staff hosted over 30 virtual meetings with 296 attendees
- Virtual visits to Parkland's website and catalogue were also up slightly to 214,874 from 198,893 in 2019
- Database use increased significantly from 58,486 in 2019 to 79,529 in 2020

Despite being a difficult year, Parkland and public libraries rose to the many challenges they faced. Unlike many other organizations and services that shut down entirely, public libraries adapted and strove to continue answering their communities' need with vital services.

The annual report to members will be forthcoming.

Executive Committee Seat

Jason Alderson, the representative from zone #4, has resigned and is leaving the province. This has created a vacancy on Parkland's Executive Committee that needed to be filled. Len Phillips, representing the Town of Rocky Mtn. House, volunteered to sit on the Executive Committee at the February Board Meeting. Welcome Len!

PRLS Strategic Plan

Parkland's current strategic plan (plan of service) runs through the years 2019 – 2021. Were Parkland to have a new strategic plan produced for 2022 – 2024, 2021 would be the needs assessment and plan development year.

Given the highly irregular nature of library service at present, it is unlikely that a needs assessment undertaken in 2021 would yield accurate information for the upcoming years. What libraries need now is very different from what they will likely need after the pandemic. The board discussed the four goals in the current strategic plan and agreed that they are still relevant. It was also decided to extend Parkland's current strategic plan for one more year, through 2022.

Advocacy Committee Report

The Advocacy Committee has met twice since the last board meeting in November. The focus of these meetings has been to establish priorities for 2021. These include:

1. Continue to educate Parkland's board members and develop advocates on our board.
2. Help library boards to advocate for themselves at their local level.
3. Increase System awareness to member library boards.

In December, the committee began working collaboratively with Yellowhead Regional Library (YRL) on advocacy related tools. This collaboration has been very successful, so much so that YRL will be cooperating in its advocacy efforts with Parkland for the foreseeable future.

Advocacy members also introduced a virtual tour of the new Parkland building which is available to view on our website [here](#).

Stronger Together 2021

Parkland will be collaborating once again with the Alberta Library, (TAL) the Peace Library System, (PLS) and Yellowhead Regional Library, (YRL) to offer a free virtual conference. *Stronger Together* will be held from September 22-24, 2021. More information will be forthcoming.

Community News from Trustees

The cover page of the board meeting package included three questions for the board to consider. Responses to the questions were encouraged during the Parkland Community update.

1. What was the most important thing Parkland did in 2020?

- Moved into a new building after 60 years
- Maintaining van runs for interlibrary loan material
- Parkland continued to prove their value
- Provided tech support to the libraries
- Explored and supported alternative service delivery models
- Parkland continued to stay relevant throughout this pandemic
- Parkland continued to operate and did not shut down in the Pandemic.
- Provided weekly updates and coffee breaks for the libraries
- Held a conference in participation with three other partners
- Parkland Updates were very valuable!

2. What was the most important thing your library did in 2020?

- Sylvan Lake stayed central to the community.
- Libraries learned to adapt!
- Libraries supported and shared the new innovative ways member libraries continued to operate.
- Provided safe contactless services to the public throughout the pandemic.
- We hired a new manager!
- Staying open and finding new ways to deliver services
- Sylvan Lake reaffirmed their importance by being available when many other services could not.
- Stettler Library offered Curbside service, outreach service to senior lodges and colonies,

curbside printing services and partnered to other local organizations like FCSS to offer Activity Kits for seniors.

- Sundre offered Zoom book clubs. They stayed open the whole time, and will probably continue.

3. What is the most important thing that libraries (system or municipal) should do in 2021?

- Continue to grow adapt and advocate!
- Stay open
- Speak up and advocate for libraries' importance.
- Remain flexible
- Being responsive to ever changing needs
- Continue offering the same level of service our libraries expect.
- Find a way to adapt programming to the outdoors
- Provide digital support to the community.
- We expect to continue online programs for those who like them even when in-person meeting is once again allowed
- Didsbury council is considering doubling the footprint of their library

Board Members Present

Debra Smith (Board Chair), Gord Lawlor

Board Members Present via Zoom

Alison Barker-Jevne, Doreen Blumhagen, Colleen Ebdon, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Barb Gilliat, Agnes Hoveland, Deborah Juch, Cora Knutson, Daryl Lougheed, Josephine McKenzie, Philip Massier, Ricci Matthews, Marc Mousseau (Alternate for Blair Morton) Ray Olfert, Terilyn Paulgaard, Jas Payne, Norma Penney, Rosella Peterman, Len Phillips, Lori Reid, Bill Rock, Heather Ryan, Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Bill Windsor, Mike Yargeau, Ann Zacharias

With Regrets

Amanda Derksen, Jeanette Herle, Dana Kreil, Leah Nelson, Sharon Williamson, Bonita Wood

Absent

Jackie Almborg, Bill Chandler, Clark German, Trudy Kilner, Lonnie Kozlinski, Stephen Levy, Rick Pankiw, Heidi Pierce, Mary Ann Wold

Next Meeting: May 20, 2021, 10:00 AM (Zoom)



**TOWN OF BLACKFALDS
REGULAR FCSS MEETING - MINUTES
MICROSOFT TEAMS
February 11th, 2021 – 7:00 pm**

A Family and Community Support Services regular meeting for the Town of Blackfalds was held on the 11th day of February 2021 via Microsoft Teams.

Members Present

Deputy Mayor Rebecca Stendie, Councillor Ray Olfert, Troy McQueen, Tennielle Gilchrist, Samantha Wilson

Chandra Cooke joined the meeting at 7:21 pm

Attended via Microsoft Teams

Regrets Melissa MacLeod, Theresa Franko, Cliff Soper

Staff

Sue Bornn FCSS Manager
Sue Penner FCSS Admin Assistant

Delegation

N/A

Minutes

1 FCSS MEETING

1.1 Call to Order

Chairperson Troy McQueen called the meeting to order at 7:01 pm.

2 AGENDA APPROVAL

2.1 Agenda February 11th, 2021.

RES. 06/21

Councillor Ray Olfert moved to accept the agenda with the addition of Big Brothers Big Sisters Final Report to item 6.2.

CARRIED UNANIMOUSLY

3 DELEGATION

N/A

4 ADOPTION OF MINUTES

4.1 Meeting Minutes January 14, 2021.



**TOWN OF BLACKFALDS
REGULAR FCSS MEETING - MINUTES
MICROSOFT TEAMS
February 11th, 2021 – 7:00 pm**

RES. 07/21

Deputy Mayor Rebecca Stendie moved to accept the minutes dated January 14th, 2020 with the following changes:

- Removal of one of Melissa MacLeod's names as she was listed twice under Members Present.
- On page 3 of the minutes RES 25/20 should be changed to read 05/21.

CARRIED UNANIMOUSLY

5 OLD BUSINESS

N/A

6 NEW BUSINESS

6.1 FCSS Provincial Advocacy

- The provincial budget is set to be released in the coming months and there has been discussion regarding FCSS advocacy. The work that FCSS does in the community and our province has been acknowledged as valuable as indicated during the initial pandemic response when funding was distributed throughout the province through FCSS.
- FCSS Manager Bornn presented a draft advocacy letter that may be utilized for Council to draft their letter in support of this initiative.

RES. 08/21

Member Gilchrist moved that FCSS recommend Council send a letter of advocacy for continued FCSS funding to MLA Orr.

CARRIED UNANIMOUSLY

6.2 Final Reporting

6.2.1 FCSS Manager Bornn presented the final reports from IREC, IRIC, Iron Ridge and St. Gregory schools that outlined how the schools utilized their grant funding with statistics. Grant funding included \$25,000 of FCSS and \$8,000 Lacombe County FCSS.

6.2.2 Big Brothers Big Sisters Final Report

FCSS Manager Bornn verbally presented their final report as it was received after the agenda had been sent out. For 2020 they had 16 community matches and 19 in school matches. The total number of volunteers from Blackfalds for 2020 was 19.

- Deputy Mayor Rebecca Stendie advised that Wolf Creek School Board recently passed a bylaw to adjust the Electoral Boundaries for equitable representation across the division. She will provide information to anyone who is interested in running for School Trustee.

RES. 09/21

Councillor Olfert moved that the FCSS Board accept the 2020 final report information from the funded groups.

CARRIED UNANIMOUSLY



**TOWN OF BLACKFALDS
REGULAR FCSS MEETING - MINUTES
MICROSOFT TEAMS
February 11th, 2021 – 7:00 pm**

7 ACTION CORRESPONDENCE

8 INFORMATION

8.1 FCSS Manager's Update

- Manager Bornn advised the Board of a few highlights from the update information.
 - Volunteer Recognition will look different this year with ongoing pandemic response and provincial gathering recommendations still in place. The criteria may have to be eased for this year's nominations and the nomination date may have to be extended. Recognition will take place during the week prior to National Volunteer Week. FCSS will host a Drive-in Movie on May 14th for all community volunteers including 2021 Volunteer Award Nominees and recipients, Town of Blackfalds Volunteers, as well as community organizations and groups.
 - FCSS successfully secured funding from Lacombe County for social preventative programming supporting and engaging seniors in our community so FCSS will be starting a Friendly Caller Volunteer Program.
 - The first issue of FCSS Vibrant Living 50+ Newsletter will be distributed in February. Staff contacted all the 50+ individuals they had phone numbers or email addresses for to obtain permission to send them the newsletter.
 - Victoria Park Retirement Community reached out to FCSS asking if we knew of seniors in our community that would be interested in receiving a complimentary hot lunch delivered to their door every Wednesday and this will also be advertised in the February newsletter.

8.2 Family Resource Network Update

- Manager Bornn noted that Lacombe and Area Family Resource Network Program are running programs virtually right now but hope to open in person programming soon. Many referrals they receive are from Blackfalds and area.

RES. 10/20

Member Wilson moved to accept the Information Items as presented.

CARRIED UNANIMOUSLY

9 INFORMATION CORRESPONDENCE

10 CONFIDENTIAL MATTERS

11 ADJOURN



**TOWN OF BLACKFALDS
REGULAR FCSS MEETING - MINUTES
MICROSOFT TEAMS
February 11th, 2021 – 7:00 pm**

Next meeting scheduled for March 11th, 2021 at 7:00 pm.

Chairperson Troy McQueen declared the meeting adjourned at 7:41 pm.

A handwritten signature in black ink, appearing to read 'Troy McQueen', written over a horizontal line.

Board Chairperson
Troy McQueen

2021 / 03 / 11

YYYY / MM / DD

A handwritten signature in blue ink, appearing to read 'Sue Bornn', written over a horizontal line.

FCSS Manager
Sue Bornn



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING MARCH 11, 2021

COVID-19 Q&A

Council was provided with an update on the latest COVID-19 statistics and the Province's ongoing mandatory restrictions.

FIRE SAFETY PLAN GUIDE

The Fire Safety Plans, Lacombe County's Guide to Developing a Fire Safety Plan was endorsed by resolution of Council. The Guide was developed to assist residents, contractors, and developers with creating Fire Safety Plans and ensuring developed plans are finalized and approved as easily and efficiently as possible.

BYLAW NO. 1337/21 LACOMBE COUNTY FIRE PROTECTION & EMERGENCY RESPONSE

Bylaw No. 1337/21, a bylaw of Lacombe County to provide for the establishment and operation of volunteer fire departments and to provide for the protection and preservation of life and property within Lacombe County was read a first, second and third time and was passed by Council.

ECONOMIC DEVELOPMENT STRATEGY

Regarding the matter of Economic Development, the County Manager was directed to investigate the options of hiring an Economic Development Officer; and further, a report in this regard will be presented for Council's consideration at a future Council meeting.

ROAD CONSTRUCTION PROJECT C0401

By resolution of Council, the 2018-2023 Long-Term Construction Program was amended to modify Project C0401 by removing the north 550 meters from the Program.

MUNICIPAL AWARD OF EXCELLENCE – SYLVAN LAKE INTERMUNICIPAL DEVELOPMENT PLAN (IDP)

The submission of an application for the Sylvan Lake Intermunicipal Development Plan Project for consideration of the 2021 Minister's Awards for Municipal Excellence received the endorsement of Council.

MUNICIPAL AWARD OF EXCELLENCE – TOWN OF BLACKFALDS

Lacombe County will provide the Town of Blackfalds with a letter of support for their application for the Minister's Awards for Municipal Excellence under the Partnership category for the Eagle Builders Centre Project.

UNPAID OIL & GAS COMPANY TAXES – LACOMBE COUNTY ADVOCACY

Lacombe County will advocate for a resolution to the unpaid oil and gas company property tax issue through the following actions:

1. Schedule a meeting with MLA and Minister of Alberta Environmental and Parks Jason Nixon and MLA Ron Orr
2. Engage with local media
3. Write to the Minister of Municipal Affairs
4. Write to the Minister of Energy and the Alberta Energy Regulator

APPOINTMENT OF AGRICULTURAL FIELDMAN

Dion Burlock was appointed to the position of Agricultural Fieldman as per the Alberta Agricultural Service Board Act.

RMA SPRING CONVENTION RESOLUTIONS

The resolutions to be presented at the RMA Spring Virtual Convention were reviewed and received for information by Council.



WHERE PEOPLE ARE THE KEY

MISSING LINK INTERNET LETTER OF SUPPORT

Lacombe County will provide Missing Link Internet with a letter in support of applications made for grant funding to improve mobile coverage in the Lacombe County Area.

BYLAW NO. 1334/21 AND BYLAW NO. 1335/21

Bylaw No. 1334/21, a bylaw of Lacombe County to amend the Lacombe County Municipal Development Plan Bylaw No. 1238/17 as it relates to general regulations and district requirements, was given first reading by Council.

Council gave first reading to Bylaw No. 1335/21, a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 as it relates to general regulations and district requirements.

A public hearing regarding Bylaw Nos. 1334/21 and 1335/21 will be held on April 8, 2021 commencing at 9:00 a.m.

SUPPLEMENTARY ASSESSMENT

A report on a proposed Supplementary Assessment Bylaw was received for information.

SMALL BUSINESS PROPERTY ASSESSMENT FOR SUB-CLASS

A report on a proposed Small Business Assessment Sub-class Bylaw was received for information.

ALBERTA CONSERVATION ASSOCIATION – BOULDER LAKE PROJECT

Marc Fontana, representing the Alberta Conservation Association, provided a report on the proposed Boulder Lake Project. The report was received for information by Council.

Next Regular Council Meeting is
Thursday, March 25, 2021 - 9:00 a.m.

Next Committee of the Whole Meeting is
Tuesday, April 6, 2021 – 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.**



City of Lacombe

COUNCIL HIGHLIGHTS

March 8, 2021

5. Requests for Decision (Regular)

5.1 2022 Budget Timeline

The 2022 Budget Timeline establishes the process of developing the:

- Annual Operating Budget(2022) and 3-Year Financial Plan
- Annual Capital Budget (2022) and 10-Year Capital Plan

The plan highlights important milestones, ensures compliance with the Municipal Government Act while promoting transparency and citizen engagement.

Council approved the 2022 Budget timeline as presented.

5.2 Data Integrity Project: Council Policies

A data integrity project for governance documents has been ongoing for five years. Through this project, Council has repealed:

- -1,024 Bylaws
- -869 Policies

The fourth set of policies identified as inoperative, obsolete, expired, spent, superseded, or otherwise ineffective is recommended for Council's rescindment.

This set of proposed rescindments extends back to 1981 and includes 273 policies. Each of these policies has been reviewed by Administration and is recommended for rescindment.

Council rescinded all policies identified as inoperative, obsolete, expired, spent, superseded, or otherwise ineffective.

5.3 First Reading of Bylaw 487 - Len Thompson Drive and 55th Avenue Paving

Bylaw 487 sets the Local Improvement Tax for the paving of Len Thompson Drive and 55 Avenue.

The first reading of Bylaw 487 was proposed as a procedural item to set a public hearing date. As outlined in the Municipal Government Act 230.1 (MGA), the public hearing must occur before the second reading of the bylaw, and administration will present the petition results at that meeting.

Formal notification of the proposed local improvement tax was issued on March 1st, 2021, and a petition is set up at City Hall to receive signatures from landowners who oppose the Local Improvement Tax.

The petition is open to receive signatures until April 2nd, 2021, which satisfies the MGA requirements.

Should the Local Improvement Tax Bylaw pass 3rd reading, affected property owners will pay 15 per cent of the total project costs based on frontage up to a maximum of the current project's estimate. This results in a maximum lump sum payment of \$135.50/m or an annual payment of \$10.43/m for 15 years.

Council gave first reading to Bylaw 487 as presented and scheduled a public hearing for Bylaw 487 at 5:35 p.m. on Monday, April 12, 2021

5.4 Speed Safety Assessment – Scope Review

Council's Strategic Plan identifies the completion of a Speed Safety Assessment in 2021.

Administration worked with Stantec Consulting to prepare a scope of work that addresses the key strategic planning items.

This includes the following four (4) areas of study:

1. Highway 12 Speed Study
2. Highway 2A Speed Study
3. Review Replacing School & Playground Zones with Community Safety Zones
4. Review of Lowering Residential Speed Limits

Lacombe Police Services has requested an additional three (3) areas be considered for inclusion in the Speed Safety Assessment. These areas were not included during budget considerations and represented additional unbudgeted costs of \$17,500. They include:

5. Woodland Drive Corridor Speed Study
6. Wolf Creek Drive Speed Study
7. C&E Trail Speed Study

Council received the speed safety assessment proposal as information.

9. In Camera

9.3 Land (FOIP Section 16)

Council approved the Canadian Tire Purchase and Sale Agreement extension with the terms as presented.

****The next scheduled Council Meeting:***

- Monday, March 22, 2021 - Council Committee Meeting at 5:00 p.m.***
- Monday, April 12, 2021 - Regular Council Meeting at 5:00 p.m.***
- Monday, April 26, 2021 - Regular Council Meeting at 5:00 p.m.***

Community Engagement Opportunity	Dates & Time	Location	Opportunity/Purpose
Note: Events will be posted on Town website www.blackfalds.com and shared through various media			
Events Scheduled in Council Calendars appear in GREEN (additional events may be scheduled on Council calendars at the request of Council or if other events are held)			
MAY			
Youth Week	May 1 – 7	Throughout the community / virtual opportunities	Engage/recognize youth contributions
Emergency Preparedness Week	May 2 - 8	Virtual opportunities	Assist residents in taking action during an emergency.
Volunteer Appreciation Drive-in Movie	Friday, May 14	All Star Park Soccer Field	Volunteer Recognition/ Community Entertainment
Seasonal Yard Waste Program Starts	May 16 - 22	Throughout the community / virtual opportunities	Recognize public works employment/Town staff. Feature one PW employee for social media Communications/ campaign.
Spring Clean Up	May 17 - 21		Register with the Town office by May 14
Environment Week	May 30 – June 5	Throughout the community / virtual opportunities	Communications/ Social media campaign.
JUNE			
Clean Air Day	Wednesday, June 2	Throughout the Community /virtual opportunities	Communications/Social Media Campaign
Bike Rodeo	Thursday, June 3	Multi-plex	Provide youth an educational opportunity in Bike Safety.
Blackfalds Days Fireworks	Saturday, June 19	All Star Park	Community Entertainment
JULY			
Canada Day Celebrations	Thursday, July 1	All Star Park	Community special event, volunteer opportunity
Blackfalds Zoo	Thursday, July 8	Ag. Society Amphitheatre	Community special event, volunteer opportunity
Richard Young the Magician	Thursday, July 15	Ag. Society Amphitheatre	Community special event, volunteer opportunity
Calysto Steelband	Thursday, July 22	Ag. Society Amphitheatre	Community special event, volunteer opportunity
TBA	Thursday, July 29	Ag. Society Amphitheatre	Community special event, volunteer opportunity
AUGUST			

Red Deer Aboriginal Dance Troupe	Thursday, August 5	Ag. Society Amphitheatre	Community special event, volunteer opportunity
TBA	Thursday, August 12	Ag. Society Amphitheatre	Community special event, volunteer opportunity
Hung Mon	Thursday, August 19	Ag. Society Amphitheatre	Community special event, volunteer opportunity
Calfskit presents Jack and the Beanstalk	Thursday, August 26	Ag. Society Amphitheatre	Community special event, volunteer opportunity
SEPTEMBER			
Community Info Expo	Monday, September 13	Blackfalds Community Centre	Community Group Information, program registration
Culture Days	Month of September	Throughout the Community/Virtual Options	Community special event, volunteer opportunity
World Car Free Day	Wednesday, September 22	Throughout the Community/Virtual Options	Communications/Social media campaign. Promotion of BOLT system & other alternate transportation modes
OCTOBER			
Fall Clean Up	October 12 – 15		Pre-registration Required by October 8
Waste Reduction Week	October 17 – 23	Throughout the Community/Virtual Opportunities	
Monster Bash	Saturday, October 30	Blackfalds Community Centre	
Seasonal Yard Waste Program Ends	Sunday, October 31		Communications/Social Media Campaign
NOVEMBER			
Light Up Blackfalds	Saturday, November 20	Tayles Park	
Remembrance Day Service	Thursday, November 11	Abbey Centre	Collaborate with churches and community groups
Breakfast and Lunch with Santa	Saturday, November 27	Abbey Centre Fieldhouse	Interaction with public, volunteer opportunity
National Fire Prevention Week/Fire Dept Open House	October 3 - 9 October 2 - Open House	Fire Hall	Community Education and Engagement
DECEMBER			
Council Christmas Party	Saturday, December 4 5:30pm - Midnight	Blackfalds Community Centre	Recognition & appreciation of Staff & community partners
CPR Holiday Train	TBA by Canadian Pacific Railway	Tayles Water Spray Park	Connecting Canadian communities in support of local food banks

New Year's Skate	Friday, December 31	Blackfalds Multi-Plex	
------------------	------------------------	-----------------------	--





**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Meeting Minutes
February 9, 2021 Commencing at 6:15 P.M.**

A Municipal Planning Commission Meeting for the Town of Blackfalds was held on February 9, 2021 at the Town Office, 5018 Waghorn Street, Blackfalds, Alberta, commencing at 6:15 p.m.

MEMBERS PRESENT:

Jamie Hoover
Laura Svab
Will Taylor
Alejandro Garcia
Rylan Zakreski

REGRETS:

PUBLIC ATTENDING

None

ATTENDING:

Billie Scott, Development Officer I
Patty Urban, Development Officer II
Preston Weran, Director of Infrastructure and Property Services

REGULAR MUNICIPAL PLANNING COMMISSION MEETING CALLED TO ORDER:

Member Hoover called the meeting to order at 6:26 p.m.

AGENDA APPROVAL

RESOLUTION 6-21

Member Taylor moved to approve the February 9, 2021 agenda presented.

BUSINESS ARISING FROM MINUTES:

None

BUSINESS:

- 4.1 Application 7-21
 Home Based Business, Major – Massage Therapy Operation
 Discretionary Use within R-1S Residential Small Lot District
 14 Pine Crescent (Lot 4, Block 17, Plan 032 5303)
 R-1S – Residential Single Dwelling Small Lot District**

RESOLUTION 7-21

Member Taylor moved that MPC approve permit application # 7-21 for the proposed of a "Home Base Business - Major – Massage Therapy at 14 Pine Crescent (Lot 4, Block 17 Plan 032 5303) subject to the following conditions being met to the satisfaction of the Development Officer:

1. The applicant shall ensure that three accessible parking stalls are provided at the rear of the property, in accordance with Land Use Bylaw 1198/16 at all times.
2. There shall be no exterior display or advertisement other than a business identification plaque or sign 20.0 cm (8in.) by 30.5 cm (12.0 in) in size located on or in the dwelling;



**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Meeting Minutes
February 9, 2021 Commencing at 6:15 P.M.**

-
3. No physical changes to the external appearance of the dwelling or any accessory business shall be allowed as a result of the establishment of the home-based business;
 4. The site will be maintained in a neat and orderly manner in accordance with the Community Standards Bylaw;
 5. Applicant is required to obtain a business license for the Town of Blackfalds;
 6. Any change in use or intensification of the Home-Based Business (maximum four (4) client visits per day, shall require re-application;
 7. That the clients utilize the off-street parking as provided for in the front of the property at all times;
 8. A Business shall not, in the opinion of the Municipal Planning Commission, generate pedestrian or vehicular traffic or parking in excess that would be detrimental to the amenities and safety of the residents in the vicinity of the parcel;
 9. A home-based business does not exempt the applicant from compliance with any federal or provincial regulation, or any municipal Bylaw or regulation.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

5.1 Minutes of January 26, 2021

RESOLUTION 8-21

Member Svab moved to approve the minutes of January 26, 2021 as presented.

CARRIED UNANIMOUSLY

ADJOURNMENT

Chairperson Hoover adjourned the meeting at 6:34 p.m.

CHAIR

SECRETARY

Council Monthly Round Table Report

TO		Members of Council		
FROM		Richard Poole		
SUBJECT		<ul style="list-style-type: none">• Summary of meetings/events attended as a Council representative during this reporting period• Summary of key issues, decisions and/or comments for Council's information		
REPORT DATE		For the period: February 15, 2021 to March 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR FEBISIONS
	(Choose one)			
Feb/ March			Podcasts	Continuing education of hour-long podcasts by MW shares and other presenters.
Feb 16	X			Agenda Review Meeting Mayor and CAO
Feb 17	X		Virtual conference	AUMA President's Summit on the Alberta Policing Initiative
Feb 18	X		Virtual Conference	Brownlee Emerging Trends Seminar
Feb 23		Webinar		AUMA Presentation on Alberta's Hydrogen Roadmap
Feb 23		Tour		Eagle Centre
Feb 23	X		Zoom	Regular Council Meeting
Feb 25				Cheque Review and Signing
Feb 26		Webinar		AUMA Analysis of Government of Alberta Budget 2021
March 1	X		Virtual	North Red Deer River Water Services Commission Special Meeting
March 2	X			Agenda Review Meeting
March 3	X		Virtual	FCSS Interagency Meeting
March 3	X		Virtual	Policing Committee Meeting
March 5	X		Virtual	RDRMUG Steering Committee
March 8		Webinar		AUMA International Women's Day Presentation
March 9	X		Zoom	Regular Council Meeting
March 11				Cheque review and signing
March 15	X		Zoom	Standing Committee of Council Meeting

Council Monthly Round Table Report

TO		Members of Council		
FROM		Laura Svab		
SUBJECT		<ul style="list-style-type: none"> Summary of meetings/events attended as a Council representative during this reporting period Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: February 15, 2021 to March 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
Feb 18			x	Emerging Trends in Municipal Law
Feb 23	x			Regular Council Meeting
Feb 24		x		Pink Shirt Day
Mar 2	x			Library Board Meeting
Mar 8	x			AUMA International Women's Day Virtual Gathering
Mar 9	x			Municipal Planning Commission
Mar 9	x			Regular Council Meeting
Mar 11	x			St Gregory the Great School Council Meeting
Mar 15	x			Budget Presentation
Mar 15	x			Standing Committee of Council Meeting

Council Monthly Round Table Report

TO		Members of Council		
FROM		Councillor- Marina Appel		
SUBJECT		<ul style="list-style-type: none">• Summary of meetings/events attended as a Council representative during this reporting period• Summary of key issues, decisions and/or comments for Council's information		
REPORT DATE		For the period: 15 February – 14 March		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
Feb 18		X		Brownlee – Emerging Trends in Municipal Law Virtual Seminar
Feb 23			X	Tour of Eagle Builders Centre – Excellent to see the building at 50% completion!
Feb 23	X			RCC - Minutes
March 1	X			EDTAC (Cancelled)
March 3	X			Rec, Culture & Parks Meeting
March 9	X			RCC - Agenda
March 12			X	Submitted April Councillor’s Corner
March 14			X	Submitted Volunteer of the Year Award Adjudications

Council Monthly Round Table Report

TO		Members of Council		
FROM		Jamie Hoover		
SUBJECT		<ul style="list-style-type: none"> Summary of meetings/events attended as a Council representative during this reporting period Summary or key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: Feb 16 2021 to Mar 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
		<i>(Choose one)</i>		
Feb 18		x		BrownLee LLP Emerging Trends
Feb 23			x	Eagles Builders Center tour
Feb 23	x			RCC
Mar 3	x			Policing committee meeting
Mar 9	x			MPC
Mar 9	x			RCC

Council Monthly Round Table Report

TO		Members of Council		
FROM		Ray Olfert		
SUBJECT		<ul style="list-style-type: none"> Summary of meetings/events attended as a Council representative during this reporting period Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: February 16, 2021 to March 15, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
February 18			x	Brownlee LLP Emerging Trends Course
February 23			x	Eagle Builder's Centre Tour
February 23	x			Regular Council Meeting
February 24		x		Pink Shirt Day
February 25	x			Regular PRL Board Meeting
March 2	x			Regular Library Board Meeting
March 3	x			Regular Policing Committee Meeting
March 4	x			Blackfalds Chamber of Commerce Meeting



Council Monthly Round Table Report

403.885.4677
info@blackfalds.com
www.blackfalds.com

March 9	x			Regular Council Meeting
March 11	x			Regular FCSS Meeting
March 15	x			Regular Standing Committee

Council Monthly Round Table Report

TO		Members of Council		
FROM		Rebecca Stendie		
SUBJECT		<ul style="list-style-type: none">• Summary of meetings/events attended as a Council representative during this reporting period• Summary of key issues, decisions and/or comments for Council's information		
REPORT DATE		For the period: February 15, 2021 to March 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
February 23, 2021	x			Regular Council Meeting
February 24, 2021		x		Pink Shirt Day
March 4, 2021		x		ABFutures: Post Budget Town Hall
March 8, 2021		x		AUMA International Women's Day virtual gathering
March 9, 2021	x			Regular Council Meeting
March 11, 2021	x			Family and Community Support Services
March 13, 2021		x		UBUNTU International Women's Day webinar
March 15, 2021	x			Standing Committee
March 15, 2021	x			Budget Methods Workshop

Council Monthly Round Table Report

TO		Members of Council		
FROM		Councillor Will Taylor		
SUBJECT		<ul style="list-style-type: none"> Summary of meetings/events attended as a Council representative during this reporting period Summary of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: February 15, 2021 to March 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
		<i>(Choose one)</i>		
February 16			X	Councillor's Corner Submission
February 18			X	Brownlee LLP Course
February 23			X	Recreation, Culture and Parks Board Meeting
February 23	X			Council Meeting
March 3	X			Recreation, Culture and Parks Board Meeting
March 4	X			Blackfalds Chamber of Commerce Meeting
March 9	X			Municipal Planning Meeting
March 9	X			Council Meeting
March 15	X			Budget Presentation
March 15	X			Standing Committee Meeting



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, March 9, 2021 at 7:00 p.m.
Civic/Cultural Centre – 5018 Waghorn Street
MINUTES

A Regular Council meeting for the Town of Blackfalds was held on Tuesday March 9, 2021, via a virtual remote platform, commencing at 7:00 p.m.

MEMBERS PRESENT

Mayor Richard Poole
Deputy Mayor Laura Svab
Councillor Marina Appel
Councillor Jamie Hoover
Councillor Ray Olfert
Councillor Rebecca Stendie
Councillor Will Taylor

ATTENDING

Myron Thompson, CAO
Sean Barnes, Director of Community Services
Preston Weran, Director of Infrastructure and Property Services
Ken Morrison, Emergency Management and Protective Services Manager
Justin de Bresser, Director of Corporate Services
Cory Babey, Information Analyst
Lorrie Logan, Municipal Clerk

REGRETS

None

MEDIA

None

PUBLIC

None

**CALL TO
ORDER:**

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

ADOPTION OF AGENDA

Additions: 13.2 Confidential Item Section 27
7.1 Council Minutes
8.7 You Tube Videos
8.8 Proposed Committee – Women and Minorities in Politics

68/21 Deputy Mayor Svab moved that Council adopt the March 9, 2021 agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

None

PUBLIC HEARING

None

BUSINESS ARISING FROM MINUTES

Bylaw 1256.21 to Repeal Temporary Face Coverings Bylaw 1253.20

Manager Morrison noted that on November 24th, 2020, Council passed Temporary Face Coverings Bylaw 1253.20, to flatten the curve and reduce the spread of



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, March 9, 2021 at 7:00 p.m.
Civic/Cultural Centre – 5018 Waghorn Street
MINUTES

COVID-19. In December 2020, the government of Alberta mandated the use of masks in public places throughout the province, making Town of Blackfalds Bylaw 1253.20 redundant and Administration recommended that it be repealed.

- 69/21** Councillor Stendie moved that Council give First Reading to Bylaw 1256.21, a Bylaw to repeal Bylaw 1253.20, being the Temporary Face Coverings Bylaw.

CARRIED UNANIMOUSLY

- 70/21** Councillor Olfert moved that Council give Second Reading to Bylaw 1256.21, a Bylaw to repeal Bylaw 1253.20 being the Temporary Face Coverings Bylaw.

CARRIED UNANIMOUSLY

- 71/21** Councillor Hoover moved that Council agrees to proceed with Third and Final Reading of Bylaw 1256.21, a Bylaw to repeal Bylaw 1253.20 being the Temporary Face Coverings Bylaw.

CARRIED UNANIMOUSLY

- 72/21** Councillor Taylor moved that Council give Third and Final Reading to Bylaw 1256.21, a Bylaw to repeal Bylaw 1253.20 being the Temporary Face Coverings Bylaw.

CARRIED UNANIMOUSLY

BUSINESS

Request for Decision, New Motor Grade Award

The Town of Blackfalds utilizes Fleet & Equipment Replacement Policy 113.14 to guide the replacement of the Town's mobile equipment. A new motor grader was included in the 2021 Budget.

- 73/21** Councillor Olfert moved that Council award the motor grader tender to Finning for a new 2021 Caterpillar 140-13 Motor Grader in the amount of \$278,343.00.

CARRIED UNANIMOUSLY

Request for Decision – Municipal Library Board Resignation

At the March 3rd, 2021 Municipal Library Board Meeting, a motion was made to accept Tanya Wilson's resignation from her member-at-large position. There are now two vacancies on the Committee.

- 74/21** Councillor Appel moved that Council formally accept the resignation of Tanya Wilson from the Municipal Library Board effective immediately, with regrets.

CARRIED UNANIMOUSLY

Report to Council – BOLT Transportation Update

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. The Town has been working with the City of Red Deer to finalize the Kingston stop agreement, which includes a nominal fee of \$700 per year to use this stop.

- 75/21** Councillor Stendie moved that Council accept the BOLT update as information.

CARRIED UNANIMOUSLY

Report to Council – COVID-19 Pandemic Update

Manager Morrison gave a detailed report on the COVID-19 pandemic history and provided current updates on restrictions.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, March 9, 2021 at 7:00 p.m.
Civic/Cultural Centre – 5018 Waghorn Street
MINUTES

- 76/21** Councillor Olfert moved that Council accept the COVID-19 pandemic updated report as information.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Council Minutes

Councillor Appel requested that the Regular Council Meeting Minutes be updated on the Town of Blackfalds website and that the link to Council Procedures Bylaw 1237.19 be corrected.

INFORMATION

- Report to Council, Building and Development Permit Report – February 2021
- Report to Council, Enforcement Services Monthly Report – February 2021
- Recreation, Culture and Parks Board Meeting Minutes for March 3rd, 2021
- Lacombe County, Council Highlights for February 11th, 2021
- City of Lacombe, Council Highlights for February 22nd, 2021
- Municipal Affairs Letter – Budget 2021
- YouTube Videos (verbal)
- Proposed Committee – Women and Minorities in Politics (verbal)

- 77/21** Councillor Stendie moved to accept the Information Items as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

- 78/21** Councillor Olfert moved that Council accept the Regular Council Meeting Minutes from February 23, 2021, as amended.

CARRIED UNANIMOUSLY

BUSINESS FOR THE GOOD OF THE COUNCIL

Mayor Poole and CAO Thompson will be setting up virtual tours for the Iron Ridge grade six students the week of March 22 – 25, 2021.

BREAK

- 79/21** Councillor Taylor moved for a five-minute recess at 7:51 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Poole called the Regular Council Meeting back to order at 7:56 p.m.

CONFIDENTIAL – Closed Session

- **FOIP S.27**

- 80/21** Councillor Taylor moved that Council move to a closed session commencing at 8:57 p.m. in accordance with Section 197(2) of the Municipal Government Act to discuss matters exempt from disclosure under Section 27 of Alberta's Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Closed Session Attendance - FOIP S.27: Mayor Richard Poole, Deputy Mayor Laura Svab, Councillor Ray Olfert, Councillor Jamie Hoover, Councillor Marina Appel, Councillor Rebecca Stendie, Councillor Will Taylor, CAO Myron Thompson



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, March 9, 2021 at 7:00 p.m.
Civic/Cultural Centre – 5018 Waghorn Street
MINUTES

81/21 Councillor Hoover moved to come out of the closed session at 8:55 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Poole called the Regular Council Meeting back to order at 8:56 p.m.

Regular Meeting Attendance: *Mayor Richard Poole, Deputy Mayor Laura Svab, Councillor Ray Olfert, Councillor Jamie Hoover, Councillor Marina Appel, Councillor Rebecca Stendie, Councillor Will Taylor, CAO Myron Thompson*

ADJOURNMENT

Mayor Poole adjourned the meeting 8:56 p.m.

Richard Poole, Mayor

Myron Thompson, Chief Administrative Officer



Town of Blackfalds
Standing Committee of Council Meeting
March 15, 2021 at 7:00 p.m.

MINUTES

A Standing Committee of Council meeting for the Town of Blackfalds was held on Monday, March 15, 2021 via a remote virtual conferencing platform, commencing at 7:00 p.m.

MEMBERS PRESENT

Mayor Richard Poole
Deputy Mayor Laura Svab
Councillor Marina Appel
Councillor Ray Olfert
Councillor Rebecca Stendie
Councillor Will Taylor

ATTENDING

CAO Myron Thompson
Sean Barnes, Director of Community Services
Justin de Bresser, Director of Corporate Services
Terry Topolnitsky, Planning Manager
Rick Kreklewich, Abbey Centre Manager
Cory Babey, Information Technology Analyst
Kalina Van Winssen, Executive Assistant

REGRETS

Councillor Jamie Hoover

MEDIA

None

PUBLIC

None

REGULAR COUNCIL MEETING CALLED TO ORDER

Deputy Mayor Svab called the Standing Committee Meeting to order at 7:00 p.m.

ADOPTION OF AGENDA

Deletions: Defer item 8.5 Women in Politics Committee Draft Terms of Reference to RCM March 23, 2021

11/21 Councillor Taylor moved that the Standing Committee of Council move to accept the agenda for March 15, 2021, as amended.

CARRIED UNANIMOUSLY

DELEGATION

Anam Rural Youth Association – Louise Rellis

- L. Rellis presented on her not-for-profit society, Anam Rural Youth Association, which focuses on vulnerable, high-risk youth in rural communities between the ages of 13 – 18.

PUBLIC HEARING

None

BUSINESS ARISING FROM MINUTES

None

BUSINESS



Town of Blackfalds
Standing Committee of Council Meeting
March 15, 2021 at 7:00 p.m.

MINUTES

Request for Direction, Land Use Bylaw Review

Manager Topolnitsky provided a summary of the overall changes to the new Land Use Bylaw draft and noted that the schedule for its review will need to be amended.

- 12/21 Councillor Olfort moved that the Standing Committee accept the draft Land Use Bylaw as information, that Administration is directed to proceed with notification of the draft Land Use Bylaw to MPC, and to external stakeholders, including posting on the website for further comments and concerns. All comments will be brought forward to Standing Committee in June, prior to first reading in July.

CARRIED UNANIMOUSLY

Request for Direction – Eagle Builders Centre Lease Space

Director Barnes noted that the RCP Board decided to put together a Request for Proposal for three rental spaces to see what interest would be generated from interested parties. The price point was determined to be attainable for the community.

- 13/21 Mayor Poole moved that the motion be severed.

CARRIED UNANIMOUSLY

- 14/21 Mayor Poole moved that the Banquet Room be included in the Request for Proposal as proposed by Administration.

DEFEATED UNANIMOUSLY

- 15/21 Councillor Appel moved to send out the Request for Proposal as amended.

CARRIED UNANIMOUSLY

Request for Direction – Ice Allocation Policy

Manager Kreklewich noted that the Ice Allocation Policy has been revised following consultation with the Blackfalds Bulldogs, Senior AA Wranglers, Blackfalds Minor Hockey and Blackfalds Skating Club.

- 16/21 Mayor Poole moved that the Ice Allocation Policy be accepted as presented and be forwarded to the March 23, 2021 Regular Council Meeting for formal approval.

CARRIED UNANIMOUSLY

Request for Direction – 2019 Financial Indicator Graphs

Director De Bresser presented on the results of the 2019 Municipal Measurement Index in comparison to other communities with similar assessments and populations.

- 17/21 Councillor Taylor moved that the 2019 Financial Indicator Graphs be accepted as information.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

- 18/21 Councillor Appel moved that a virtual meeting with MP Calkins be organized for Tuesday, March 30th at 3:30 p.m.

CARRIED UNANIMOUSLY



Town of Blackfalds
Standing Committee of Council Meeting
March 15, 2021 at 7:00 p.m.

MINUTES

INFORMATION

- Spring 2021 Municipal Leaders Caucus Information
- Red Deer River Watershed Alliance Source Waters Film Premiere
- Disaster Recovery Program Changes – Alberta Municipal Affairs
- Parkland Regional Library System Building Tour

19/21 Councillor Olfort moved to accept the Information Items as information.

CARRIED UNANIMOUSLY

ROUND TABLE

None

ADOPTION OF MINUTES

None

BUSINESS FOR THE GOOD OF THE COUNCIL

None

AJOURNMENT

Deputy Mayor Svab adjourned the meeting at 8:32 p.m.

Deputy Mayor, Laura Svab

Myron Thompson, Chief Administrative Officer



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

MEETING DATE: March 23, 2021

PREPARED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: Notice of Motion Council Code of Conduct Bylaw 1226.18

I, Rebecca Stendie, move that Administration bring the Code of Conduct Bylaw 1226.18 before Council for review and to determine if Council wishes to amend the Bylaw.

Rebecca Stendie, Councillor
Town of Blackfalds