



Town of Blackfalds
Regular Council Meeting
5018 Waghorn Street, Council Chambers
July 27, 2021 at 7:00 p.m.

AGENDA

1. **Call to Order**
2. **Adoption of Agenda**
 - 2.1 Agenda for July 27, 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, Quarterly Finance Report](#)
 - 6.3 [Request for Decision, Elected Officials Development Opportunities Policy 155/21](#)
 - 6.4 [Request for Decision, Congratulatory Letter for Minister Orr](#)
7. **Action Correspondence**
 - 7.1 [Costs of RCMP Unionization](#)
8. **Information**
 - 8.1 Eagle Builders Centre Project Update – Director Barnes (*verbal*)
 - 8.2 [Annexation Process Update](#)
 - 8.3 [Lacombe County Council Highlights – July 8, 2021](#)
 - 8.4 [City of Lacombe Council Highlights – July 12, 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 Olfert](#)
 - 9.6 [Councillor Stendie](#)
 - 9.7 [Councillor Taylor](#)
10. **Adoption of Minutes**
 - 10.1 [Minutes from Regular Council Meeting on July 13, 2021](#)
 - 10.2 [Minutes from Standing Committee Meeting on July 19, 2021](#)
11. **Notices of Motion**
 - 11.1 [Notice of Motion – Land Acknowledgements](#)
12. **Business for the Good of Council**

None
13. **Confidential**
 - 13.1 FOIP S. 24
14. **Adjournment** – Verbal



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

MEETING DATE: July 27, 2021

PREPARED BY: Darolee Bouteiller, Finance Manager

SUBJECT: Financial Reporting for the Period Ending June 30, 2021

BACKGROUND:

The quarterly financial reporting consists of the following: the Operating Statement of Revenue & Expenditures, Divisional Variance Analysis, Capital Projects Update, and Council Expenditure Report for the six-month period ending June 30, 2021. Together these reports represent the financial activities of the municipality during the period year to date. Quarterly reporting gives us a consistent comparison for operating and capital activities as they occur throughout the year.

The Operating Statement of Revenue & Expenditures (Appendix A) gives a high-level overview of revenues and expenditures incurred to date, the variance between the annual budget and the actual as a percentage of the Budget. These main indicators can identify areas of concern or anomalies.

For consistency and better understanding, we are now displaying the Environmental Services section separately. Environmental services are self-supported and do not rely on any tax revenue. The surplus generated from each utility is budgeted as a transfer to reserves in the expenses. The net surplus to date will show what the current surplus is, and the transfer will happen at year end.

Please note that in these statements, annual grant revenue, property taxes, requisitions, and other annual contract payments are proportionately accrued or deferred in the report to provide a clear perspective of the year-to-date position.

The Divisional Statement and Variance Analysis (Appendix B) display revenue and expenses in each department and give a brief explanation for significant variances.

Capital Projects are reported for the year-to-date activity for the period ending June 30, 2021 (Appendix C).

DISCUSSION:

The operating revenues earned in the period ending June 30, 2021 are at \$10.2 M which is 49.78% of the budgeted revenues, on track for the second quarter. The operating expenditures are \$8.4 million which is 44.76% of the annual budgeted expenditures. This is below the budgeted expectation for the period.

Revenues:

- General Revenues are higher than budget due to the sale of the Broadway Commercial Building but are also impacted by low interest rate on investment income.
- Fine revenue is lower than expected for policing and bylaws.



TOWN OF BLACKFALDS REGULAR COUNCIL REQUEST FOR DECISION

- BOLT revenue is impacted by low ridership and below expected levels.
- FCSS revenue includes the revenue from refunds created from the cancellation of unused LAP cards.
- Cemetery revenue has exceeded the budgeted amounts.
- Building permits are below budget for the first half of the year.
- Facility closures during the first five months of 2021 have affected recreation revenues.
- Utility revenue is on track with budget for the second quarter.

Expenses:

- Lower than expected costs for Legislative Services, including per diems, travel and training costs due to the pandemic.
- Vacant position in IT Services and the elimination of a position in Corporate Services, have contributed to the low expenses YTD.
- Vacancies in RCMP and Community Peace Officers for part of the first half of the year have contributed to low expenses in protective services.
- FCSS program expenses are back on track, but some programs will not begin until the second half of the year, this is a usual cyclical occurrence.
- Development Services have expenses are well below budget. This is attributed to lower-than-expected costs for inspections and other services related to low permit levels. Vacancies in Planning Services, and the EDO position for part of this year contribute to low expenses this quarter.
- The Wadey Centre has remained closed YTD, limiting expenses and creating cost savings.
- Parks and Recreation expenses are low due to the facility closures as mandated by AHS for the pandemic.
- Utility expenses are slightly below the quarterly average but on track for the current year.

Overall, the Town is currently operating in a surplus position. The operations surplus to date is \$1.8 M. This is mainly due to the impact of closed facilities and programs, staff vacancies across various departments and the seasonal nature of many operations. We anticipate operations to be on track for the remaining half of the year. Utilities surplus for the first half of the year is \$964,000. This is not unusual as more expenses occur throughout the summer months. All surpluses from utilities will be transferred to the utility reserve at year-end.

Currently, the Town of Blackfalds operations are on track for 2021. Administration will continue to closely monitor and assess financial results as they arise.

Capital Projects:

Capital activity for the period ending June 30, 2021 is included in Appendix C. The Capital Budget for 2021 was approved by Council on November 24, 2020 with new funding of \$10.6 M approved for either new projects or as new funding for projects that are continuing from prior years. Total capital funding available is \$33.3 M, which is new funding plus remaining funding from prior years.



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The YTD report to June 30, 2021 has a total spent on capital projects of \$8 M. The most significant project being the Eagle Builders Centre, which continues from 2020. This is followed by the large construction project of East Area Storm, road construction to realign Greg Street with Womacks Road, and the new road development for Duncan Ave. As we move through the summer months, the projects will continue to progress. Other projects that have commenced this quarter include the purchasing of the fire command unit and bylaw enforcement vehicle, wastewater tie in at the Operations facility, and trail development. Capital projects are on track for 2021, Administration will continue to manage and monitor as they progress.

The final report in this package is Appendix D - Council Expense Report for information. Legislative per diems are lower than expected due to the COVID pandemic, we expect that to begin to change in future months. Additionally, there are low or negative amounts charged to travel and subsistence accounts, which is related to refunds for purchased events that were subsequently cancelled, also due to the pandemic. Council spending is on track for the current year with no concerns.

These financial reports have been brought forward to Council as information and are intended to provide an overview of the progress year to date.

ADMINISTRATIVE RECOMMENDATION:

1. That Council accepts the Operating Statement and Variance report for the three-month period ending June 30, 2021 as information.
2. That Council accepts the Capital Project Report for the period ending June 30, 2021 as information.
3. That Council accepts the Council Expenditure report for the period ending June 30, 2021 as information.

ALTERNATIVES:

- A) That Council does not accept the Operating Statement and Variance report. That Council does not accept the Capital Project Report. That Council does not accept the Council Expenditure Report.
- B) That Council refers the report back to Administration for review.

Attachments:

- *Appendix A – June 30, 2021 Operating Statement of Revenue & Expenditure*
- *Appendix B – June 30, 2021 Division Statement & Variance Analysis*
- *Appendix C – June 30, 2021 Capital Project Report*
- *Appendix D – June 30, 2021 Council Expenditure Report*

Approvals:


CAO Myron Thompson


Department Director/Author

BUDGET



Town of Blackfalds

Operating Statements of Revenue & Expenditure

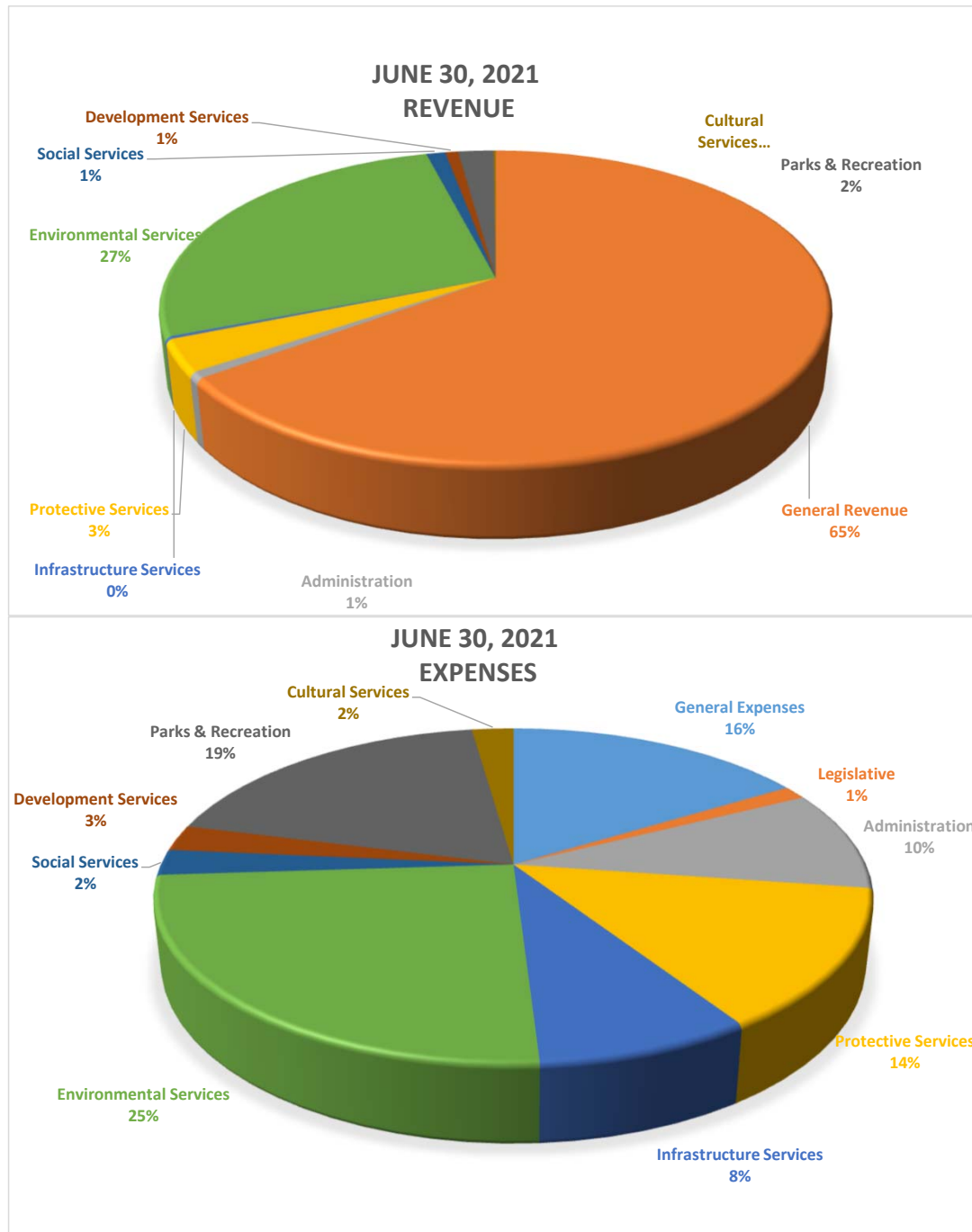
For the Period Ending June 30, 2021

	2021 Actual	2021 Budget	Variance	% of Budget
Revenues				
Property Taxes	5,854,660	11,635,940	5,781,280	50.32%
Requisition (Education, Seniors Foundation)	1,834,006	3,740,474	1,906,468	49.03%
Total Taxation	7,688,666	15,376,414	7,687,748	50.00%
General Revenue	1,396,565	2,197,763	801,198	63.54%
Administration	92,511	190,500	97,989	48.56%
Protective Services	463,944	973,640	509,696	47.65%
Infrastructure Services	35,429	46,414	10,985	76.33%
Social Services	154,804	296,354	141,550	52.24%
Development Services	103,621	240,819	137,198	43.03%
Parks & Recreation	289,184	1,232,310	943,126	23.47%
Cultural Services	15,000	15,000	0	100.00%
Total Other Revenue	2,551,058	5,192,800	2,641,742	49.13%
Total Revenue	10,239,724	20,569,214	10,329,490	49.78%
Expenditures				
General Expenses	1,827,071	3,741,374	1,914,303	48.83%
Legislative	145,442	376,643	231,201	38.62%
Administration	1,091,310	2,598,841	1,507,531	41.99%
Protective Services	1,519,246	3,171,190	1,651,944	47.91%
Infrastructure Services	924,356	1,932,871	1,008,515	47.82%
Social Services	279,147	610,794	331,647	45.70%
Development Services	280,958	785,563	504,605	35.77%
Parks & Recreation	2,110,621	5,110,367	2,999,746	41.30%
Cultural Services	251,685	504,008	252,323	49.94%
Total Expenditures	8,429,836	18,831,651	10,401,815	44.76%
Net Surplus/(Deficit) To Date	1,809,888	1,737,563	-72,325	0
Environmental Services	2021 Actual	2021 Budget	Variance	% of Budget
(Self Supported Utilities*)				
Water	1,759,390	3,339,520	1,580,130	52.68%
Wastewater	1,228,187	2,426,000	1,197,813	50.63%
Solid Waste	780,511	1,503,780	723,269	51.90%
Environmental Services Revenue	3,768,088	7,269,300	3,501,212	
Water	1,146,646	2,704,355	1,557,709	42.40%
Wastewater	969,861	2,121,978	1,152,117	45.71%
Solid Waste	686,856	1,327,612	640,756	51.74%
Environmental Services Expenditures	2,803,363	6,153,945	3,350,582	
Net Surplus/(Deficit) To Date	964,725	1,115,355	150,630	

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Town of Blackfalds
Operating Statements of Revenue & Expenditure
For the Period Ending June 30, 2021



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Town of Blackfalds Divisional Statement & Variance Analysis For the Period Ending June 30, 2021

	2021 Actual	2021 Budget	Variance	% of Budget	Explanation
General					
Taxation	7,688,666	15,376,414	7,687,748	50.00%	Represents 50% of tax revenue YTD
General Revenue	1,396,565	2,197,763	801,198	63.54%	Penalties discontinued after March, this revenue includes the proceeds from the sale of commercial building.
Total General Revenue	9,085,231	17,574,177	8,488,946	51.70%	
General Expenses	1,827,071	3,741,374	1,914,303	48.83%	On track
Net General	7,258,160	11,666,981	6,574,643	62.21%	
Legislation & Administration					
Revenue	92,511	190,500	97,989	48.56%	Reasonable.
Expenses	1,236,752	2,975,484	1,738,732	41.56%	No travel expense and low per diem expenses for Council. Administration and IT Services have vacant positions and Corporate Services has eliminated a position to cause a lower expenses than budgeted.
Net Legislation & Admin	-1,144,241	-2,784,984	-1,640,743	41.09%	
Protective Services					
Revenue	463,944	973,640	509,696	47.65%	Fine revenue for police & by-law is lower than budgeted.
Expenses	1,519,246	3,171,190	1,651,944	47.91%	Vacancies in RCMP, and Bylaws for part of the year have contributed to lower expenses
Net Protective Services	-225,030	-2,197,550	-1,142,248	17.73%	
Infrastructure - Services					
Revenue	35,429	46,414	10,985	76.33%	Includes local improvement tax levy
Expenses	924,356	1,932,871	1,008,515	47.82%	Transit lower than expected
Net Operations - Infrastructure	-888,927	-1,886,457	-997,530	47.12%	
Social Services					
Revenue	154,804	296,354	141,550	52.24%	Cemetery plot sales have exceeded budget amounts. Cancellations of unused LAP cards for the Abbey have been recorded this year and continue to show above normal revenue.
Expenses	279,147	610,794	331,647	45.70%	FCSS programs are on track this quarter, some programs wont begin until the second half of the year. Cemetery expense remain low.
Net Social Services	-124,343	-314,440	-190,097	39.54%	

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Town of Blackfalds Divisional Statement & Variance Analysis For the Period Ending June 30, 2021

	2021 Actual	2021 Budget	Variance	% of Budget	Explanation
Development Services					
Revenue	103,621	240,819	137,198	43.03%	Building Permits remain lower than expected.
Expenses	280,958	785,563	504,605	35.77%	Low salaries expense caused by vacant positions in P&D, and EDO for the majority of the year. Lower than expected cost of inspections, legal, safety in the planning department. The Wadey Centre remained closed until the end of the quarter limiting expenses
Net Planning & Development	-177,337	-544,744	-367,407	32.55%	
Parks & Recreation					
Revenue	274,184	1,232,310	958,126	22.25%	Recreation Facility closures for five months of the year have affected YTD revenue.
Expenses	2,110,621	5,110,367	2,999,746	41.30%	Costs are lower due to facility closures and program cancellations. Recreation activities begin in June, so costs will be higher next quarter.
Net Parks & Recreation	-1,836,437	-3,878,057	-2,041,620	47.35%	
Cultural Services					
Revenue	15,000	15,000	0	0.00%	
Expenses	251,685	504,008	252,323	49.94%	On Track
Net Library	-236,685	-489,008	-252,323	48.40%	
Total Operation					
Revenue	10,239,724	20,569,214	10,329,490	49.78%	
Expenses	8,429,836	18,831,651	10,401,815	44.76%	
Surplus/(Deficit) before Transfers - YTD	1,809,888	1,737,563	-72,325		
Environmental Services					
Revenue	3,768,088	7,269,300	3,501,212	51.84%	On Track
Expenses	2,803,363	6,153,945	3,350,582	45.55%	On Track
Net Environmental Services	964,725	1,115,355	150,630		

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Town of Blackfalds Capital Projects - Current and Carry forwards as at June 30, 2021

Project #	Project Description	Prior Years Approval	Roll Over Reserve	New Funding Approved	Total Funding Available	Expenditures Year to Date	Funds remaining	Status
Administration & Protective Services								
19-2301	AFRRCS Radios Mobile 10	98,000	1,880	53,000	54,880	-	54,880	
19-2302	SCBA - Replacement	179,600	23	42,000	42,023	41,946	77	Complete
19-2304	Feasibility Study - Solar Program (Prot. Serv. Bldg.)	20,000	8,011	-	8,011	-	8,011	continues in 2021
20-6900	Town of Blackfalds Rebranding Initiative	35,000	34,461	-	34,461	-	34,461	On Hold
21-1203	Photocopier - Civic Centre	-	-	10,000	10,000	9,830	170	Complete
21-2305	Command Unit Replacement Vehicle	-	-	70,000	70,000	3,520	66,480	In progress
21-2601	By-Law Enforcement Vehicle	-	-	70,000	70,000	3,634	66,366	In progress
		-	-		-		-	
Total Administration & Protective Services		332,600	44,375	245,000	289,375	58,929	230,446	
Infrastructure								
17-3201	Womack Road & Gregg Street Realignment /Centre Plaza (CP Rail Crossing)	1,000,000	323,033	5,018,467	5,341,500	473,762	4,867,738	In Progress/ scope changes
21-3202	Annual Pavement Replacement - Lawton Ave.	-	-	150,000	150,000	-	150,000	
21-3205	Grader	-	-	325,000	325,000		325,000	
21-3208	Tandem Truck	-		280,000	280,000		280,000	
21-3209	One ton 4x4 PW Truck (replacement)	-		90,000	90,000		90,000	
21-3210	Duncan Ave & Leunge Road Phase I	-	-	2,000,000	2,000,000	128,198	1,871,802	Tender Awarded
21-3211	Pedestrian Lights	-		10,000	10,000	7,993	2,007	In Progress
21-3212	Asset Management Software	-		46,500	46,500	-	46,500	

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Town of Blackfalds Capital Projects - Current and Carry forwards as at June 30, 2021

Project #	Project Description	Prior Years Approval	Roll Over Reserve	New Funding Approved	Total Funding Available	Expenditures Year to Date	Funds remaining	Status
21-3214	Work Order Software	-		54,700	54,700	-	54,700	
21-3290	Operations shop - Wastewater Tie in	-	-	100,000	100,000	2,923	97,077	
					-		-	
Total Infrastructure		1,000,000	323,033	8,074,667	8,397,700	612,876	7,784,824	
Recreation								
14-7211	ASP Dump Station	220,000	13,490	-	13,490	-	13,490	Project Continues
18-7207	2018 Wayfinding Signage	293,400	107,357		107,357	-	107,357	Project Continues
18-7209	Athletic Park Master Plan - Athletic Park Area Improvements	650,000	152,560		152,560	-	152,560	Project continues
18-7211	Move Old Skateboard Equipment	40,000	5,691		5,691	2,362	3,329	Project continues
19-7216	Aspen Pond Upgrade	25,000	25,000		25,000	-	25,000	On Hold
19-7221	Emergency Generator - Community Hall	80,000	62,173		62,173	-	62,173	On hold
18-7203	Twin Arena - Architecture	750,000	146,251		146,251	117,054	29,197	In Progress
19-7401	Library -Architecture Design	395,000	79,000		79,000	59,250	19,750	In Progress
20-7203	Eagle Building Centre - Arena	24,600,000	15,138,303	-	15,138,303	6,371,923	8,766,380	In Progress
21-7220	Ice Resurfacer		-	125,000	125,000	122,310	2,690	In Progress
21-7221	Playground			150,000	150,000	-	150,000	Design decision complete
21-7222	Annual Trail Development - Centennial		-	14,000	14,000	14,898	898	
21-7223	Annual Trail East point to McKay Ranch			36,000	36,000	32,213	3,787	

BUDGET



Town of Blackfalds
Capital Projects - Current and Carry forwards as at June 30, 2021

Project #	Project Description	Prior Years Approval	Roll Over Reserve	New Funding Approved	Total Funding Available	Expenditures Year to Date	Funds remaining	Status
Total Recreation		27,053,400	15,729,825	325,000	16,054,825	6,720,009	9,334,816	
Total Capital Projects & Funding		28,386,000	16,097,233	8,644,667	24,741,900	7,391,815	17,350,085	
Utilities/ Development								
13-4200	PW-STM-01 East Area Storm System and Wetlands	5,385,837	2,066,786	1,956,221	4,023,007	635,124	3,387,883	Project Continues
14-4203	Lift Station - McKay Ranch	2,439,300	2,439,300		2,439,300	-	2,439,300	No Activity this quarter
17-4201	Lift Station - Aurora Heights	86,900	86,918		86,918	-	86,918	Project Continues
17-3702	North West Storm System	2,485,458	2,037,039		2,037,039	68,400	1,968,639	Project Continues
Total Utilities / Development Projects		10,397,495	6,630,043	1,956,221	8,586,264	703,524	7,882,740	
Total Capital Projects		38,783,495	22,727,276	10,600,888	33,328,164	8,095,338	25,232,826	

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Town of Blackfalds Council Expenditures For the Six Months Ending June 30, 2021

	2021 Actual	2021 Budget	Variance	Percent
Mayor Poole				
Expenses				
Honorarium	21,486	42,971	21,485	50.00%
Per Diem	3,360	10,320	6,960	32.56%
Salaries & Benefits	24,846	53,291	28,445	46.62%
Conference & Travel	-138	9,850	9,988	(1.40%)
TOTAL EXPENSES	24,707	63,141	38,434	39.13%
Councillor Hoover				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	1,440	7,080	5,640	20.34%
Salaries & Benefits	13,194	30,587	17,393	43.13%
Conference & Travel	-275	5,200	5,475	(5.29%)
TOTAL EXPENSES	12,919	35,787	22,868	36.10%
Councillor Svab				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	1,920	7,080	5,160	27.12%
Salaries & Benefits	13,674	30,587	16,913	44.70%
Conference & Travel	-75	5,200	5,275	(1.45%)
TOTAL EXPENSES	13,598	35,787	22,189	38.00%
Councillor Appel				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	2,100	7,080	4,980	29.66%
Salaries & Benefits	13,854	30,587	16,733	45.29%
Conference & Travel	0	5,200	5,200	0.00%
TOTAL EXPENSES	13,854	35,787	21,933	38.71%
Councillor Stendie				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	2,640	7,080	4,440	37.29%
Salaries & Benefits	14,394	30,587	16,193	47.06%
Conference & Travel	-33	5,200	5,233	(0.64%)
TOTAL EXPENSES	14,361	35,787	21,426	40.13%
Councillor Taylor				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	240	7,080	6,840	3.39%
Salaries & Benefits	11,994	30,587	18,593	39.21%
Conference & Travel	0	5,200	5,200	0.00%
TOTAL EXPENSES	11,994	35,787	23,793	33.51%
Councillor Olfert				
Expenses				
Honorarium	11,754	23,507	11,753	50.00%
Per Diem	1,920	7,080	5,160	27.12%
Salaries & Benefits	13,674	30,587	16,913	44.70%
Conference & Travel	-250	5,200	5,450	(4.81%)
TOTAL EXPENSES	13,424	35,787	22,363	37.51%
CAO Thompson				
Expenses				
Conference & Travel	703.97	4,750.00	4,046.03	14.82%
TOTAL EXPENSES	387.00	4,750.00	4,363.00	8.15%



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

MEETING DATE: July 27, 2021

PREPARED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: Elected Officials Development Opportunities Policy 155/21

BACKGROUND:

The Elected Officials Professional Development Policy is used to outline the parameters for Council to attend professional development sessions which support their role. This Policy was brought forward for Council's review at the July 19th Standing Committee Meeting and the recommended edits have been completed.

DISCUSSION:

The previous Elected Officials Development Opportunities Policy has not been updated since 2008, therefore, a new policy has been drafted for Council's review. Notable changes to the procedure include outlining how common or mandatory professional development opportunities will be expensed, when a per diem will be issued, and what is funded in the Elected Official's professional development budget (i.e. travel, subsistence, course materials).

Following discussion at the July 19th Standing Committee Meeting, additional changes were made to the Policy. Additions that were requested by Council have been made in red on the marked-up copy, and strikeouts are wording that was removed. Instead of a rubric, there is now a Professional Development Form that may be used by Council to request further training. Professional Development requests will be approved by Council, as will per diems for time spent on supplemental educational courses. FCM Conference attendees will be determined each year with Council members rotating; and, up to two Councillors and the Mayor may attend each year. At the discretion of Council, additional members may attend when the Conference is held in Alberta or if the content of the Conference is of specific benefit to Council.

FINANCIAL IMPLICATIONS:

Currently, the Mayor has an annual budget of \$9,800 for professional development opportunities, and Councillors have an annual budget of \$5,200 available to fund their training and development. These amounts are subject to adjustments based on annual operating budget deliberations.

ADMINISTRATIVE RECOMMENDATION:

That Council formally approve Elected Officials Development Opportunities Policy 155/21.
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**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
REQUEST FOR DECISION**

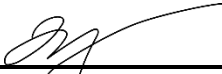
ALTERNATIVES:

- A. That Council refer this item back to Administration for more information.

ATTACHMENTS:

- *Elected Officials Development Opportunities Policy 155/21 clean copy*
- *Elected Officials Development Opportunities Policy 155/21 marked up copy*

Approvals:



CAO Myron Thompson

Policy No.: 155.21 Policy Title: Elected Officials Development Opportunities Policy Department: Administration Effective Date: Reviewed: Revised: Supersedes Policy/Bylaw: Elected Officials Development Opportunities Policy (September 2008)	Resolution No: Date:
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Policy Statement

The Town of Blackfalds encourages the ongoing professional development of its Elected Officials. Funds are established to assist Council in participating in such professional development.

Reason for Policy

- 1.1 To outline the parameters for Council's participation in professional development which will support their role in serving on Council.
- 1.2 Elected Officials benefit from training and development opportunities which enable them to perform their governance role per the *Municipal Government Act* and keep informed on current and emerging local government issues.

2. Definitions

- 2.1 **Elected Officials:** the current Mayor and Council members representing the Town of Blackfalds.
- 2.2 **CAO:** means Chief Administrative Officer.
- 2.3 **Professional Development:** means annual conventions, courses, seminars, workshops, orientation, and other training, both in person or virtually.

3. Responsibilities

- 3.1 Municipal Council to:
 - 3.1.1 Approve by resolution this policy and any amendments;

- 3.1.2 Report on professional development activities during the Round Table discussion at the Town of Blackfalds' Regular Council Meeting.
- 3.1.3 Consider procedures for the successful implementation of this policy.
- 3.1.4 Submit requests for professional development.
- 3.1.5 Attend professional development training as needed.
- 3.2 Chief Administrative Officer to:
 - 3.2.1 Implement this policy and approve procedures;
 - 3.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4. End of Policy

PROCEDURE	Policy No.: 155.21 Policy Title: Elected Officials Development Opportunities Policy Department: Administration
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1. Preamble

- 1.1 The purpose of the Elected Officials Development Opportunities Policy is to encourage and support participation and attendance of Council at conventions, conferences, seminars, courses and other professional development training during their tenure.

2. Training and Development

- 2.1 The Town of Blackfalds considers it important that Council members develop a knowledge and awareness pertaining to governance and their mandate of effectively representing their electorate.
- 2.2 The Town of Blackfalds recognizes that certain conventions must be available for all of Council to attend including the annual Alberta Urban Municipalities Association (AUMA), while at some conventions, the Town need only be represented by a few Council members including the annual Federation of Canadian Municipalities (FCM) Conference.

3. Budget

- 3.1 The annual budget will have an assignment of funds for professional development opportunities for all members of Council. Additional funding for the Mayor is provided due to the increased attendance requirement for the position of Mayor.
- 3.2 The budget amounts for annual professional development opportunities are subject to adjustments based on annual operating budget deliberations.
- 3.3 The annual professional development budget for Elected Officials will also include travel and subsistence costs, which will be reimbursed per the Council Remuneration Policy.
- 3.4 Costs for spouses or partners to accompany the Council member to any professional development function will not be funded by the municipality.
- 3.5 Council professional development budget amounts may be reallocated from one Council member to another upon Council approval.
- 3.6 Courses that are mandatory for newly elected Councillors to take (i.e. Council Orientation) will be expensed through a cost centre other than the individual Councillor's assigned professional development budget.

- 3.7 Travel and subsistence costs for Council members assigned to external boards and committees that meet on a regular basis will be considered during budget deliberations as an additional budget requirement.
- 3.8 Council members will be responsible for all expenses unrelated to approved professional development requests.

4. Per Diems

- 4.1 As per the Council Remuneration and Compensation Policy, a per diem will be provided to members of Council for attendance at conferences, conventions, workshops, seminars, courses, meetings or other recognized and budget approved activities as their general role on Council or as part of their responsibility as a member of committees and boards.
- 4.2 Per the Council Remuneration Policy, a per diem will be provided to Council members for attendance at municipal workshops, open houses, retreats, and budget meetings.
- 4.3 Per diems will not be provided for time required to complete supplemental educational courses unless approved by Council.
- 4.4 Per diem meeting rates are provided to Council as per the current Council Remuneration and Compensation Policy.

5. Approvals

- 5.1 Council members attendance at conferences, conventions, workshops, seminars, courses, meetings that are required as a part of Council's responsibilities or as a member of Committees and Boards will not require approval.
- 5.2 Requests for participation at conventions, conferences, seminars, courses and other professional development training other than those offered through AUMA or FCM or associated with any board, committee or agency aligned with the municipality with a registration fee exceeding a value of one hundred dollars (\$100) will require approval of Council.
- 5.3 The Professional Development Training Form (Appendix A) may be used by Council members to outline the value of their professional development requests that are outside the scope of those normally attended.
- 5.4 Elected Officials may use the Form to determine the benefits of any professional training requests from other Council members.
- 5.5 Estimated costs for conventions, conferences, seminars, courses, and training, as well as additional materials such as textbooks, per diems and travel expenses must be included in the request.

- 5.6 No approvals are required for conventions, conferences, seminars, courses and other professional development training that have no cost to the municipality. Reimbursement for travel and subsistence costs for free professional development training is at the discretion of Council.

6. Annual Conferences

- 6.1 All members of Council may attend the annual Alberta Urban Municipalities (AUMA) Conference.
- 6.2 AUMA Conference attendance, travel and subsistence costs will be funded from each Elected Official's professional development budget.
- 6.3 The Mayor and up to two Councillors may attend the annual Federation of Canadian Municipalities (FCM) Conference. The members of Council shall be determined each year with a rotation to ensure all Council members have an opportunity to represent the community.
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- 6.3.2 At the discretion of Council, additional Council members may attend when the conference is held within the province of Alberta or if the content of the conference is of specific benefit to the activities of Council.
- 6.4 Costs for attendance to the annual FCM Conference attendance, travel and subsistence is funded through a separate budget cost centre and not from each Elected Official's professional development budget.

7. Registration

- 7.1 The Executive Assistant may register Council members for courses and conferences as requested. Receipts must be submitted to Accounts Payable for processing.
- 7.2 Council members may register themselves using their municipal credit cards. Receipts must be submitted to Accounts Payable for processing.

8. Reporting

- 8.1 Council members will include their professional development training and activities in their Round Table report submission provided monthly at the Town of Blackfalds' Regular Council Meeting.

9. Exceptions

- 9.1 Exceptions to this Policy must be documented and formally approved in writing by the CAO.



Town of Blackfalds POLICY

10. Appendix

10.1 Appendix "A" – Council Professional Development Training Form

11. End of Policy

Appendix "A" - Elected Officials Professional Development Policy Form

1. Name: _____
2. Name of Program: _____
3. Location of Program: _____
4. Start Date: _____
5. End Date: _____
6. Estimated Time to Complete Training: _____
7. Please give a brief overview of the training and any learning expectations, skills or outcomes you feel it will provide.

8. Please provide an estimated breakdown of the total cost of the training (including training costs, GST, materials, expected per diem or travel expenses).

9. Do you have enough in your budget to pay for the training, materials (such as textbooks) and any per diem or travel expenses that may occur?

Appendix “A” - Elected Officials Professional Development Policy Form

10. Is there good value for training cost? And if so, why?

11. How many years do you have left in office? _____

12. Is the program specifically targeted towards Elected Officials?

13. Are there any additional benefits to the course? (i.e. teambuilding, inclusivity)

Policy No.: 155.21 Policy Title: Elected Officials Development Opportunities Policy Department: Administration Effective Date: Reviewed: Revised: Supersedes Policy/Bylaw: Elected Officials Development Opportunities Policy (September 2008)	Resolution No: Date:
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Policy Statement

The Town of Blackfalds encourages the ongoing professional development of its Elected Officials. Funds are established to assist Council in participating in such professional development.

Reason for Policy

- 1.1 To outline the parameters for Council's participation in professional development which will support their role in serving on Council.
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- 3.1.2 Report on professional development activities during the Round Table discussion at the Town of Blackfalds' Regular Council Meeting.
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PROCEDURE	Policy No.: 155.21 Policy Title: Elected Officials Development Opportunities Policy Department: Administration
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- 3.1 The annual budget will have an assignment of funds for professional development opportunities for all members of Council. Additional funding for the Mayor is provided due to the increased attendance requirement for the position of Mayor.
- 3.2 The budget amounts for annual professional development opportunities are subject to adjustments based on annual operating budget deliberations.
- 3.3 The annual professional development budget for Elected Officials will also include travel and subsistence costs, which will be reimbursed per the Council Remuneration Policy.
- 3.4 Costs for spouses or partners to accompany the Council member to any professional development function will not be funded by the municipality.
- 3.5 Council professional development budget amounts may be reallocated from one Council member to another upon Council approval.
- 3.6 Courses that are mandatory for newly elected Councillors to take (i.e. Council Orientation) will be expensed through a cost centre other than the individual Councillor's assigned professional development budget.

- 3.7 Travel and subsistence costs for Council members assigned to external boards and committees that meet on a regular basis will be considered during budget deliberations as an additional budget requirement.
- 3.8 Council members will be responsible for all expenses unrelated to approved professional development requests.

4. Per Diems

- 4.1 As per the Council Remuneration and Compensation Policy, a per diem will be provided to members of Council for attendance at conferences, conventions, workshops, seminars, courses, meetings or other recognized and budget approved activities as their general role on Council or as part of their responsibility as a member of committees and boards.
- 4.2 Per the Council Remuneration Policy, a per diem will be provided to Council members for attendance at municipal workshops, open houses, retreats, and budget meetings.
- 4.3 ~~Per diems will not be provided for time required to complete supplemental educational courses (i.e. courses in the Municipal Elected Leaders Certificate).~~ Per diems will not be provided for time required to complete supplemental educational courses unless approved by Council.
- 4.4 ~~Per diem meeting rates are as follows, per the Council Remuneration Policy:~~
 - 4.4.1 Flat Rate \$ ____/day (4 plus hours)
 - 4.4.2 Flat Rate \$ ____/day (2-4 hours)

Per diem meeting rates are provided to Council as per the current Council Remuneration and Compensation Policy.

5. Approvals

- 5.1 Council members attendance at conferences, conventions, workshops, seminars, courses, meetings that are required as a part of Council's responsibilities or as a member of Committees and Boards will not require approval.
- 5.2 Requests for participation at conventions, conferences, seminars, courses and other professional development training other than those offered through AUMA or FCM or associated with any board, committee or agency aligned with the municipality with a registration fee exceeding a value of one hundred dollars (\$100) will require approval of Council.
- 5.3 ~~The professional development scoring sheet may be utilized to assist in determining the value of those professional development opportunities outside the scope of those normally attended.~~ The Professional Development Training Form (Appendix

A) may be used by Council members to outline the value of their professional development requests that are outside the scope of those normally attended.

5.4 ~~Elected officials will reference in their written submission how their professional development training addresses points in the professional development rubric.~~
Elected Officials may use the Form to determine the benefits of any professional training requests from other Council members.

5.5 Estimated costs for conventions, conferences, seminars, courses, and training, as well as additional materials such as textbooks, per diems and travel expenses must be included in the request.

5.6 No approvals are required for conventions, conferences, seminars, courses and other professional development training that have no cost to the municipality. Reimbursement for travel and subsistence costs for free professional development training is at the discretion of Council.

6. Annual Conferences

6.1 All members of Council may attend the annual Alberta Urban Municipalities (AUMA) Conference.

6.2 AUMA Conference attendance, travel and subsistence costs will be funded from each Elected Official's professional development budget.

6.3 The Mayor and up to ~~three~~ **two** Councillors may attend the annual Federation of Canadian Municipalities (FCM) Conference. The members of Council shall be determined each year with a rotation to ensure all Council members have an opportunity to represent the community.

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6.3.2 At the discretion of Council, additional Council members may attend when the conference is held within the province of Alberta or if the content of the conference is of specific benefit to the activities of Council.

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7. Registration

7.1 The Executive Assistant may register Council members for courses and conferences as requested. Receipts must be submitted to Accounts Payable for processing.

7.2 Council members may register themselves using their municipal credit cards. Receipts must be submitted to Accounts Payable for processing.

8. Reporting

- ~~8.1 Council members will report on professional development training and activities during the Round Table discussion at the Town of Blackfalds' Regular Council Meeting.~~ Council members will include their professional development training and activities in their Round Table report submission provided monthly at the Town of Blackfalds' Regular Council Meeting.

9. Exceptions

- 9.1 Exceptions to this Policy must be documented and formally approved in writing by the CAO.

10. Appendix

- 10.1 Appendix "A" – Council Professional Development Training Form

11. End of Policy



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

MEETING DATE: July 27, 2021

PREPARED BY: Myron Thompson, Chief Administrative Officer

SUBJECT: Congratulatory Letter to Minister Orr

BACKGROUND:

On July 8, 2021, MLA Ron Orr was appointed the Minister of Culture. As the provincial representative for the Lacombe-Ponoka constituency, which includes Blackfalds, a letter of congratulations for this appointment has been drafted.

DISCUSSION:

The congratulatory letter would be sent as a kind gesture as the Town of Blackfalds hopes to continue its positive working relationship with Minister Orr. The Town looks forward to seeing more funding opportunities for arts, culture, community, heritage, recreation, sport, diversity, and inclusion moving forward under his leadership; and recognizes the importance of his advocacy for our community.

FINANCIAL IMPLICATIONS:

None.

ADMINISTRATIVE RECOMMENDATION:

That Council send a congratulatory letter to Minister Orr.

ALTERNATIVES:

- A. That Council refer this item back to Administration for more information.

ATTACHMENTS:

- *Congratulations Letter to Minister Orr*

Approvals:



CAO Myron Thompson



OFFICE OF THE MAYOR AND COUNCIL

**Town of Blackfalds
Council 2017-2021**

Box 220
5018 Waghorn Street
Blackfalds, Alberta | T0M 0J0
Office: 403.885.4677
info@blackfalds.com

Mayor Richard Poole

p. 403.885.6372
rpoole@blackfalds.com

Councillor Marina Appel

p. 587.377.0307
mappel@blackfalds.com

Councillor Jamie Hoover

p. 403.872.2555
jhoover@blackfalds.com

Councillor Ray Olfert

p. 403.896.1472
rolfert@blackfalds.com

Councillor Rebecca Stendie

p. 403.396.9730
rstendie@blackfalds.com

Councillor Laura Svab

p. 403.391.9485
lsvab@blackfalds.com

Councillor Will Taylor

p. 403.598.3149
wtaylor@blackfalds.com

July 22, 2021

MLA Ron Orr
101 4892 46 Street
Lacombe, AB T4L 1B4

Minister Orr:

Minister of Culture Congratulatory Letter

On behalf of the Town of Blackfalds, Council would like to congratulate you on your appointment as the Minister of Culture.

Arts and culture in communities all across Alberta have suffered due to the pandemic, and we hope to work with you on opportunities to support our local organizations and businesses. Funding for arts, culture, community, heritage, recreation, sport, diversity, and inclusion have been provided through grants within your Ministry and this has been greatly appreciated; especially as we prepare to open the Eagle Builders Centre in September.

Council looks forward to continuing our positive working relationship and again would like to congratulate you on your appointment. As a community within your constituency, we thank you for continuing to advocate on our behalf. If you have any questions, please do not hesitate to contact us.

Sincerely,

Richard Poole
Mayor, Town of Blackfalds



Key Messages on RCMP Collective Bargaining

- There are two types of RCMP service contracts in Alberta. For municipalities under 5,000 and MD's & Counties, they are policed under the Provincial Police Service Agreements (PPSA). Comparatively, municipalities over 5,000 in population contract directly with the RCMP under a Municipal Police Service Agreement (MPSA). There are 47 MPSA municipalities in Alberta.
- In 2017, the Government of Canada passed legislation allowing RCMP regular members and reservists to unionize and bargain collectively.
- In late June 2021, the federal government announced that a tentative agreement had been reached, but it did not make the details public.
- Negotiations were conducted exclusively between the federal government and the union.
 - Municipalities were not at the table for the negotiations.
 - The federal government did not provide updates to relevant stakeholders, including municipalities, during the negotiation process.
- Given the length of these negotiations, it is anticipated that ***up to five years of retroactive pay increases*** could be included in the contract.
- Because of the lack of communications from the federal government as the bargaining progressed, municipalities were not aware of any settlement details and thus were not able to properly prepare financially for these retroactive pay increases. As a result, are unable to absorb what may prove to be substantial costs.
- Municipalities, particularly smaller municipalities, are unable to absorb significant increases to their policing costs. The fiscal shock caused by this decision may threaten the viability of some communities.
- Retroactive pay costs will be significant, at approximately \$50 - \$60 million to be shared between 47 MPSA municipalities in Alberta. This translates to approximately \$50,000 per constable.
- **Bottom line:** Any retroactive pay increases which were negotiated by the federal government must be paid by the federal government. It would be unreasonable and unfair for the Government of Canada to do otherwise.

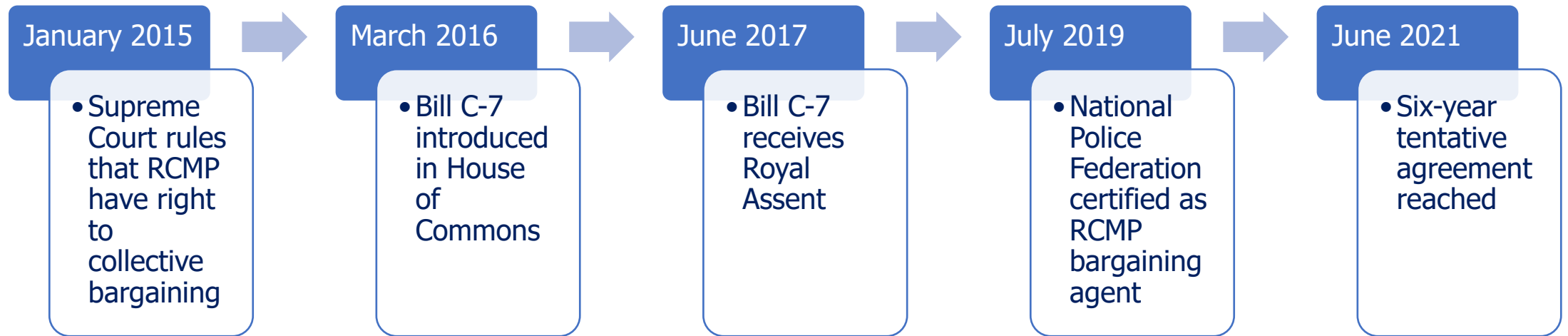


Update on RCMP Contract Negotiations

Zoom Virtual Meeting
July 14, 2021



Timeline of Collective Bargaining Process



Projected Pay Raises in Tentative Agreement

Year (all raises effective April 1)	Salary Increase	Market Adjustment	Salary First Class Constable
2016			\$86,110
2017	1.75%	1.5%	\$88,931
2018	1.75%	1.5%	\$91,844
2019	1.75%	2.5%	\$95,788
2020	1.75%	1.75%	\$99,170
2021	1.75%	1.5%	\$102,419
2022	1.75%	2.27%	\$106,576

Note that these are preliminary numbers provided by Alberta Justice and Solicitor General.



Impact on Municipalities

Provincial Police Service

- \$80 million in back pay
- 1,400 members

Alberta Municipal Police Services

- \$60 million in back pay
- 1,100 members

Building from the bottom up, this translates to approximately \$45,000 to \$55,000 in retroactive back pay per RCMP member



Other Pending Policing Costs

- Excess leave
- Body-worn cameras
- Body armour
- Pistol modernization



Our Advocacy to Date

- AUMA's position:
 - Municipalities do not have the fiscal capacity to cover retroactive pay increases
 - Municipalities were not at the negotiating table
 - Municipalities were not able to plan for these increases due to a lack of communication from the federal government

Bottom Line: Any retroactive pay increases which were negotiated by the federal government must be paid by the federal government.



Call to Action

- Write to the Minister of Public Safety Canada
- Communicate to FCM that they must take the advocacy position; that the Federal Government must be financially responsible for all RCMP contract agreement, retroactive pay costs.
- Use key messages in meetings with MPs and MLAs



Questions and Discussion



[DATE]

The Honourable Bill Blair
Minister of Public Safety Canada
269 Laurier Avenue West
Ottawa, Ontario K1A 0P6

Dear Minister Blair:

Our community is writing to you to express its concerns with how the [NAME OF YOUR MUNICIPALITY] will be impacted by the collective bargaining agreement recently negotiated between the Government of Canada and the National Police Federation on behalf of RCMP members.

While our municipality supports the RCMP's right to collective bargaining, as upheld by the Supreme Court of Canada, we are not in the financial position to absorb any significant costs arising from the tentative agreement. Given the length of negotiations, we anticipate that up to five years of retroactive pay increases could be included in the contract. If these costs are passed down to our municipality, the fiscal shock caused by this decision will further threaten the viability of our community, which is still struggling to recover from the impact of the pandemic.

[PLACEHOLDER TO SHARE DATA ON THE ESTIMATED FINANCIAL IMPACTS TO YOUR MUNICIPALITY. YOU MAY ALSO WISH TO INCLUDE THE PERCENT CHANGE IN YOUR POLICING COSTS UNDER THE NEW AGREEMENT AS WELL AS YOUR POLICING COSTS AS A PERCENTAGE OF YOUR OVERALL BUDGET.]

As negotiations were conducted exclusively between the federal government and the union, municipalities had no say in the collective bargaining process. Furthermore, the federal government did not provide updates to relevant stakeholders, including municipalities, during the negotiation process.

As a result, we ask that all retroactive pay increases which were negotiated by the federal government are paid by the federal government. We believe that it would be unreasonable and unfair to download these costs onto municipalities. Municipalities simply do not have the financial ability to absorb the cost of the RCMP retroactive pay amounts.

Thank you for your attention to this important issue.

Sincerely,

[CHIEF ELECTED OFFICIAL NAME]
[CHIEF ELECTED OFFICIAL TITLE]

cc: Kaycee Madu, Alberta Minister of Justice and Solicitor General
[YOUR LOCAL MP]
[YOUR LOCAL MLA]
Joanne Vanderheyden, President, Federation of Canadian Municipalities



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
COUNCIL REPORT**

MEETING DATE: July 27, 2021

PREPARED BY: Preston Weran, Director of Infrastructure and Property Services

SUBJECT: Soper Annexation Information

BACKGROUND:

The Town of Blackfalds was contacted in March of 2021, by the landowner of Quarter Section N.E. 24-49-27-W4 requesting we consider the annexation of his quarter section. Lacombe County was also carbon copied on the letter. This section was excluded out of the last annexation order done in 2009 with the County. However, the integration of this quarter makes sense from a planning point of view. The landowner also indicated that he would like to work with the Town to plan this area to balance development while maintaining the natural areas already dedicated.

This parcel contains the Mary and Cliff Soper Natural Area Public Park and forest area of 11.3 ha (28 acres). This park space was donated to the County late in 2017. The gravel roadway and gravel parking lot would also need to be maintained in conjunction with this park space. Other development restrictions include several oil leases and URWs and the regional waterline. Ultimately, half of the ROW for a major north/south roadway will also be needed on the west boundary.

Annexation within Alberta is a provincially legislated process where a municipality changes or expands its jurisdictional boundaries. In general, the reason that municipalities annex lands are for the purpose of accommodating future population growth, although annexation, as in this case, sometimes occurs to accommodate natural features in the environment, roadways, or infrastructure.

The Municipal Government Board (MGB) is an independent and impartial quasi-judicial board established under the *Municipal Government Act* by the province of Alberta. The MGB review annexation proposals, conducts public hearings, and makes recommendations to the Minister of Municipal Affairs. The final decision on an annexation application is made by the Alberta Cabinet.

DISCUSSION:

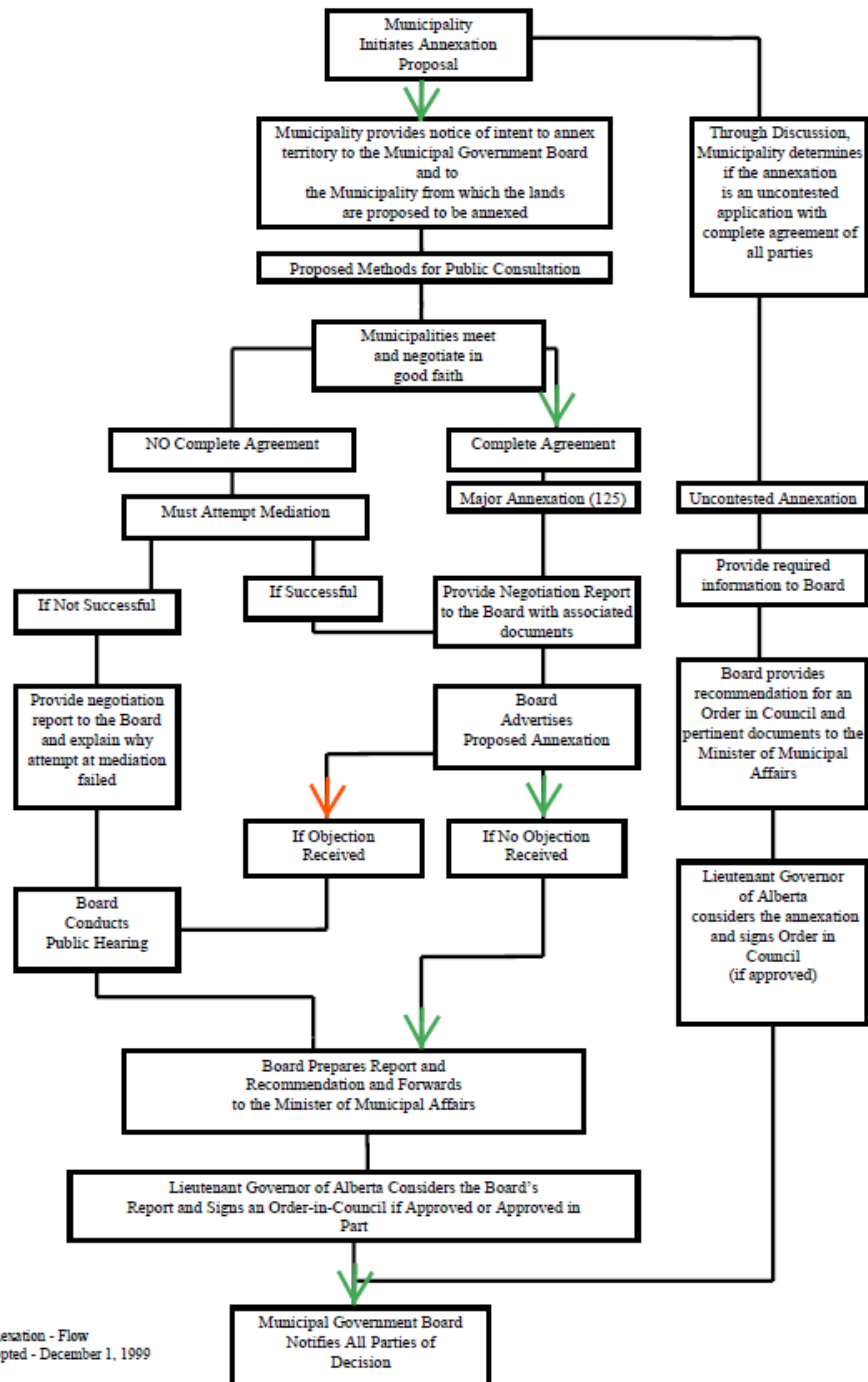
Since receiving this letter, the Town has responded to the annexation request and a letter of notification was sent to the County. Initial discussions between the County and the Town have been favorable. The County requested that the town compensate them for the work put into the park but had no other major comments.

With this annexation process, outlined under the *MGA*, there are numerous paths that the process can take based upon the public's reaction to this annexation. It is very rare that an uncontested annexation would occur. We anticipate that once we send our intent to



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING COUNCIL REPORT

annex to the Municipal Government Board, the process will be completed in 12-16 months. Internally, we have discussed proposed methods for public engagement, being two open houses, but no other preparation has been done on when and where those engagements will be. Outlined below with the green arrows, is our best guess as to the path that this annexation would take.





TOWN OF BLACKFALDS REGULAR COUNCIL MEETING COUNCIL REPORT

Generally, the process will follow these steps outlined below:

1. The municipality proposing the annexation ("the initiating municipality") submits a Notice of Intent to Annex to the Municipal Government Board and to the municipality from where the lands are being annexed ("the responding municipality"). This Notice of Intent to Annex must include a description of the lands to be annexed and a proposal for public consultation.
2. The initiating municipality commences negotiations in good faith with the responding municipality.
3. The initiating municipality consults with landowners, agencies, stakeholders, and the general public concerning the annexation proposal.
4. If the initiating municipality and the responding municipality reach complete agreement and there is support from landowners, the annexation is considered uncontested. If the initiating municipality, the landowners, and the responding municipality do not agree, the annexation is considered contested.
5. If the initiating municipality and the responding municipality do not agree, mediation must be attempted.
6. A report, including the outcomes of public consultation and negotiation, is then prepared by the initiating municipality and formal application is made to the Municipal Government Board. If the annexation is major or contested, the Municipal Government Board will advertise the proposal.
7. If the annexation is contested or objections are received when the proposed annexation is advertised, the Municipal Government Board will conduct a public hearing.
8. After the public hearing, the Municipal Government Board prepares a recommendation report which is provided to the Minister of Municipal Affairs for consideration. If the annexation is recommended for approval or approval in-part, the Municipal Government Board report will advise the Minister to proceed to the Alberta Cabinet with an Order-in-Council to gain approval from his/her Cabinet colleagues.
9. The Alberta Cabinet considers the Municipal Government Board's report. If the annexation is approved or approved in-part, the Lieutenant Governor of Alberta signs the Order-in-Council.

Dependent on whether the annexation is contested or uncontested, will determine the course of action for next steps.

FINANCIAL IMPLICATIONS:

The annexation proposal will require many hours of staff time to complete. However, we are broadly estimating that the hard costs for the completed agreement, negotiations report and associated documents will be in the range of \$20,000 to \$50,000, depending on extent of existing planning and servicing information into this quarter. Further, negotiations with the County will determine additional costs to be paid by the Town to the County for this annexation. Note, that no proposals or scope of work has been finalized yet.



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
COUNCIL REPORT**

ADMINISTRATIVE RECOMMENDATION:

1. That Council accepts this report as information.

ALTERNATIVES:

- A. That Council refer this item back to Administration for more information.

Approvals:



CAO Myron Thompson



Department Director/Author

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING July 8, 2021

COVID-19 UPDATE

Council was provided with an update on the latest COVID-19 statistics and the Province's current announcement re: stages for the elimination of mandatory restrictions and the current vaccine statistics.

STRATEGIC PLAN UPDATE

The updated 2018 to 2023 Lacombe County Strategic Plan was approved by Council as presented.

FIVE-YEAR RECREATION CAPITAL PLAN

The Five-Year Recreation Capital Plan was approved by Council as presented.

RC(1) APPLICATION – VILLAGE OF CLIVE

Council approved a resolution that Lacombe County provide funding of 48% (\$13,744) of the cost of the Village of Clive's Centennial Park Rejuvenation Project with the contribution to be funded as follows:

1. \$7,533 from the Recreation Capital Assistance Reserve; and
2. \$6,211 as in-kind labour and equipment.

VETERAN VOICES OF CANADA/LACOMBE LEGION – FLAGS OF REMEMBRANCE

With regard to the requests for Lacombe County to sponsor 1) four Plaques of Honor (Veterans Voices request) for a minimum donation of \$250 per plaque and, 2) sponsor the purchase of 128 flag poles at a cost of \$2,250 to \$4,500 (Lacombe Legion request) for the Flags of Remembrance Event the following resolutions received Council approval:

1. *That Lacombe County contribute \$1,700 as per Policy RC(9) County Support of Community Programs, Events & Activities, to the Lacombe Legion for the purchase of flagpoles for the 2021 Flags of Remembrance event, subject to the City of Lacombe contributing in-kind or funding support in at-least an equal amount to the County's support for the event; and*
2. *That the request from Veterans Voices of Canada for Lacombe County to purchase four Flags of Remembrance Plaques of Honour & Flags be received for information.*

LAND LEASE – SE 11-41-28 W4M

With regard to a request from Harvey Prins regarding the reimbursement of taxes paid on the land lease of 7-acres of Lacombe County land located on the SE 11-41-28 W4M the following resolution did not receive the approval of Council:

That Lacombe County agree to negotiate a refund of property taxes levied between 1999 and 2021 on Tax Roll No. 4128111002.

COMMUNITY PEACE OFFICERS – RCMP TALK GROUPS ACCESS

By resolution of Council a letter of support will be forwarded to the Government of Alberta and necessary stakeholders to facilitate the implementation and rollout of RCMP talk groups to Community Peace Officers.

MINISTER OF INFRASTRUCTURE – “BIG IDEA PROJECTS”

The Minister of Alberta Infrastructure has requested a list of “Big Idea Projects” from Alberta Constituencies. Council identified a number of project ideas and by resolution directed the County Manager to submit that list by July 20th to the Ministers office.

APPOINTMENT OF AUDITORS

Each year, Lacombe County engages the services of an accounting firm to perform its annual external financial audit and prepare the County's financial statements and financial information return. By resolution of Council, the County Manager was directed to prepare a Request for Proposal (RFP) for the retention of an auditor for the 2021 fiscal year for Lacombe County.



WHERE PEOPLE ARE THE KEY

PARLBY LAKE DAM

The County Manager was authorized to enter into a Service Agreement with Kerr Wood Leidal for the undertaking of a Dam Consequence Classification Review of the Parlby Lake Control Structure located in SE 15-40-23 W4M at a total cost of \$21,800 + GST.

FUNDING FOR RURAL MUNICIPALITIES/SMALL BUSINESS

Correspondence received from the Town of Ponoka regarding requesting additional funding from the Province for rural municipalities to allocate to small businesses was received for information.

TOWN OF BENTLEY – RC(1) APPLICATION/LETTER OF SUPPORT

By resolutions of Council, Lacombe County will:

1. provide a letter of support to the Town of Bentley to accompany its Canada Community Revitalization Fund grant application for the Bentley Arena Slab Replacement Project; and
2. commit to fund 25%, up to a maximum of \$360,000, toward the Bentley Area Slab Replacement Project; and furthermore, this contribution will be funded from the County's Recreation Capital Assistance Reserve.

BYLAW NO. 1341/21 THIRD READING

Bylaw No. 1341/21, a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 to provide for the redesignation of approximately 10.00 acres (4.05 hectares) described as Block 5 Plan 982 4269, Pt. NE 01-41-01 W5M from Recreation "PR" District to Recreational Vehicle Resort "R-RVR" District, having been read a first time and a second time, was read a third time, and finally passed.

BYLAW NO. 1346/21 – CIVIL ADDRESSING BYLAW

Bylaw No. 1346/21, a bylaw of Lacombe County to provide and implement a municipal addressing system was read a first, second and third time and so passed by Council.

ROSEDALE VALLY – SPEED LIMIT REVIEW

Following a survey of the Hamlet of Rosedale Valley community, the County Manager was directed to include a speed limit change in the Speed Control Bylaw for the Hamlet of Rosedale Valley to 30km/h at the next Speed Control Bylaw review.

TOWN OF BLACKFALDS – ORDER IN COUNCIL 102/2009 – ANNEXATION OF LAND

Council reviewed the June 23, 2021 letter from the Town of Blackfalds to Katie Graves regarding her request to extend Lacombe County Tax Rates beyond the 15-year period provided for in Order in Council 102/2009. Council was advised that following the County's receipt of a copy of this letter the Town of Blackfalds CAO acknowledged that the process identified in the letter for considering the Graves' request was not correct, and that such consideration would be made solely by the Town of Blackfalds and without Lacombe County's involvement.

By resolution, Council directed the County Manager to request that the Town of Blackfalds clarify the process for considering the extension of Lacombe County tax rates outlined in Order in Council 102/2009, and advise the Graves' and Lacombe County, by letter, accordingly.

Next Regular Council Meeting is
Thursday, August 26, 2021 - 9:00 a.m.

Next Committee of the Whole Meeting is
Tuesday, October 5, 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

July 12, 2021

4. Public Hearings

4.1 Bylaw 405.2 & 400.36 (MDP/LUB Amendments Michener Park)

A public hearing was held for Bylaw 405.2 and 400.36, which would amend the Municipal Development Plan and Land Use Bylaw to allow for commercial development adjacent to Michener Park at 6303 50 Avenue.

5. Requests for Decision (Regular)

5.1 Bylaw 397.2 (Heritage Resources Committee)

At the February 22, 2021 meeting, City Council reviewed the role and membership of the Heritage Resources Committee (HRC) and passed a motion directing Administration to consult with the Committee regarding the scope of work and to remove the appointment of a Council member to the Committee.

A report presented to Council outlined the consultation that occurred with the HRC and proposed amendments to Bylaw 397, the Heritage Resource Committee Bylaw, to adjust membership.

Council directed Administration to amend Bylaw 397.2 to eliminate the requirements for the Heritage Resources Committee recommendations on demolition permits to only those buildings identified in the Municipal Survey's Places of Interest List.

Council then directed Administration to bring forward costs to update the Municipal Heritage Survey and Places of Interest List (POIL) for Council's consideration during the 2022 budget discussions.

Council subsequently directed Administration to amend Bylaw 397.2 to replace the council member with a community citizen-at-large member, and gave second and third reading to Bylaw 397.2, as amended.

5.2 Bylaw 405.2 & 400.36 (MDP/LUB Amendments Michener Park)

Bylaw 405.2 and Bylaw 400.36 were presented to Council for second and third reading. Bylaw 405.2 would amend the Future Land Use Concept Map of the Municipal Development Plan to identify "Commercial Lands" on Part of Lot 4, Block 53, Plan 972 4290. Bylaw 400.36 would rezone Part of Lot 4, Block 53, Plan 972 4290 from (CS) Community Services District to (C4) Highway Commercial District.

Council defeated second readings of Bylaw 405.2 and 400.36.

5.3 Rescind Bylaw 244 (Removal of Video Lottery Terminals)

Council received the option to reverse the ban on Video Lottery Terminals in the City of Lacombe through Bylaw 490 – Repeal Bylaw 244. Bylaw 244 initially banned Video Lottery Terminals in the City of Lacombe in 1998. Bylaw 490 would repeal Bylaw 244 to reverse that ban.

Council gave first reading to Bylaw 490 and scheduled a public hearing for August 9, 2021, at 5:30 p.m.

A motion to arrange/schedule a question to the electorate on the election ballot was defeated.

5.4 Elizabeth Lake Stabilization Update

Connecting the south portions of the Elizabeth Lake natural trail with a boardwalk provides a permanent loop and exciting destination for users. However, the rising lake water level currently threatens the integrity of the existing path while increasing the overall size of the boardwalk (and therefore its cost) to ensure it remains above water long-term.

The water level also affects the developable land in the Bowett Ridge and Rosemont Estate Development more than previously thought. Additional analysis into finding a solution to the rising lake level produced a new option for a permanent gravity connection to the Elizabeth Park stormwater management facility.

If approved by provincial regulators, Stantec estimates this connection allows the Elizabeth Lake water level to lower to and stabilize at an elevation of 850.1 m, approximately 0.8 m lower than the elevation measured in October 2020. This is similar to the Elizabeth Lake water level in 2009.

Council reallocated \$761,500 from the Capital Budget Elizabeth Lake Boardwalk and Trail Project to the Lake Anne/Elizabeth Lake Stabilization project.

5.5 Former PRL Hazardous Materials Assessment

Administration requested from Council funding approval to conduct a hazardous materials assessment of the former Parkland Regional Library building.

Council authorized an expenditure of up to \$4,100 to conduct a hazardous materials assessment of the building funded from the Operating Reserve.

5.6 Request for Expressions of Interest - Former PRL

The City owns and maintains the vacant property at 5404 56 Avenue. While the land's long-term strategic value is important, researching ways to mitigate the short-term building operational costs is also a priority.

Introducing a Request For Expressions of Interest process allows the City to collaborate with private industry to generate creative solutions for the property. If approved, Council will review submissions at their August 9 meeting.

Council approved the Building Revitalization Request for Expressions of Interest process as presented.

9. In Camera

9.1 Land (FOIP Section 16)

Council approved the revised lease agreement with Two Pine Energy Co. and Vesta Energy Ltd. as presented.

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

- Monday, August 9, 2021 – Regular Council Meeting at 5 p.m. – Kinsmen Room LMC***
- Monday, August 16, 2021 – Council Committee Meeting at 5 p.m. – Kinsmen Room LMC***
- Monday, September 13, 2021 – Regular Council Meeting at 5 p.m. – Kinsmen Room LMC***

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, and/or comments for Council's information		
REPORT DATE		For the period: June 16 to July 15, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR JUNEISIONS
	(Choose one)			
June/ July			numerous Pod casts	Continuing education of half to hour long podcasts by MW shares and other presenters. X 4
June 16	X		Virtual 9-1	IAMA workshop (Infrastructure Asset Management Alberta)
June 16	X			Discussion with Administration regarding NRDWSC bylaw change
June 16			Council Tour	Eagle Building Centre tour
June 17				Cheque review and signing
June 17	X		Zoom meeting	Women in Politics committee meeting
June 18				Cheque review and signing
June 21	X			North Red Deer River Water Services Commission meeting
June 21	X			North Red Deer River Waste Water Services Commission meeting.
June 21	X		Zoom webinar	AUMA series on the Pathway forward
June 21-22	X	Schools		All Red Deer School Plague presentations.
July 22	X		Zoom meeting	Regular Council Meeting
July 28	X		Zoom webinar	AUMA series on the Pathway forward
June 30	X		Zoom Webinar	AHS webinar on Conversations for Albertans
June 30				Cheque review and signing.
July 1	X		Zoom meeting	Meeting with consultant on Council remuneration
July 6	X			Agenda review meeting between CAO and Mayor
July 12	X		Zoom meeting	EDTAC Business plan meeting
July 13	X		Zoom webinar	Governance solutions - Virtually there



Council Monthly Round Table Report

403.885.4677
info@blackfalds.com
www.blackfalds.com

July 13	X		Zoom meeting	AUMA round table on EMS
July 13	X			Regular Council Meeting
July 14	X		Zoom meeting	BHPARC meeting(Blackfalds Health Professional Attraction and Retention Committee)
July 14	X		Zoom meting	AUMA update on RCMP Contract negotiations.
July 15				Cheque review and signing

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: June 16, 2021 – July 15, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
June 17	x			Women and Minorities in Politics
June 18		x		Volunteer Appreciation Drive in Movie
June 19		x		Blackfalds Days Fireworks
June 22	x			Regular Council Meeting
June 24			x	Prepared Speech for Women and Minorities in Politics Event
June 26		x		Women and Minorities in Politics - Logistics for Running a Campaign
July 2	x			Meeting on Council Remuneration
July 6	x			Library Board
July 12	x			EDTAC Business Plan Meeting
July 13	x			Regular 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 June – 14 July		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
June 17	X			Women + Minorities in Politics (WMP) Committee Meeting
June 22	X			RCC - Minutes
June 23			X	Preparation for EDTAC Sub-Committee Meeting
June 24	X			EDTAC Sub-Committee Meeting – <i>will be working continuously this Summer to have a report prepared for the Fall</i>
June 26		X		Women + Minorities in Politics (WMP) Event (YouTube link)
June 30			X	Interview
July 1			X	Council Remuneration Interview
July 8		X		Alberta Cabinet Shuffle Webinar
July 12	X			EDTAC Special Meeting – Business Plan Discussion
July 13	X			RCC - Agenda

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 of key issues, decisions and/or comments for Council's information 		
REPORT DATE		For the period: June 17, 2021 to July 16, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
June 22	x			RCC
June 30			x	Remuneration interview
June 30			x	Sub-committee interview
July 13			x	Battle River Watershed workshop
July 13	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: June 16, 2021 to July 15, 2021			
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
<i>(Choose one)</i>				
June 16			x	Eagle Builders Centre tour
June 17	x			PRL Executive Meeting
June 19		x		Clive Parade
June 22	x			Regular Council Meeting
July 2	x			Council Renumeration Meeting
July 6	x			Regular Library Board Meeting
July 13	x			Regular Council Meeting

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: June 15, 2021 to July 15, 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	(Choose one)			
June 22, 2021				Regular Council meeting
June 23, 2021				Central Alberta Economic Partnership Annual General Meeting
June 26, 2021				Women and Minorities in Politics steering Committee panel “Logistics for running a campaign” – was a speaker at this event. Thank you to all involved, especially Trustee Kelly Lowry.
June 30, 2021				Remuneration interview with Hillcrest Financial
July 13, 2021				Regular Council Meeting
July 14, 2021				Blackfalds Healthcare Practitioners Attraction and Retention Committee Meeting

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: June 16 to 20 July 2021		
Date	Meeting	Event	Other	KEY POINTS OF DISCUSSION AND/OR DECISIONS
	<i>(Choose one)</i>			
June 22	x			Council Meeting
June 28 th			x	Lacombe Foundation
June 30 th	x		x	Remuneration Review
July 13 th	x			Council Meeting



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, July 13, 2021 at 7:00 p.m.
5018 Waghorn Street - Council Chambers
MINUTES

A Regular Council meeting for the Town of Blackfalds was held on Tuesday, July 13, 2021, in Council Chambers, 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
Preston Weran, Director of Infrastructure and Property Services
Darolee Bouteiller, Manager of Corporate Services
Laura Thevanez, Manager of Infrastructure Services
Cory Babey, IT Manager
Marco Jadie, Information Technology Analyst
Kalina Van Winssen, Executive Assistant
S/Sgt. Dan Martin, RCMP

REGRETS

None

MEDIA

None

PUBLIC

None

**CALL TO
ORDER:**

Mayor Poole called the Regular Council Meeting to order at 7:01 p.m.

ADOPTION OF AGENDA

Lacombe Days Parade was added under Action Correspondence as item 7.4, and Lacombe Days Dignitaries Breakfast was added under Action Correspondence as item 7.5.

205/21

Deputy Mayor Svab moved that Council adopt the July 13, 2021 agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

RCMP Report – S/Sgt. Dan Martin

S/Sgt. Dan Martin provided Council with an update on RCMP crime statistics, hiring and clearance rates from January to June, 2021.

BUSINESS

Request for Decision – Special Ballots

Administration provided information on procedures required for including special ballots (mail-in ballots) in the 2021 Election.



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, July 13, 2021 at 7:00 p.m.
5018 Waghorn Street - Council Chambers
MINUTES

206/21 Councillor Taylor moved that Council direct Administration to provide special ballots in the 2021 Election.

CARRIED UNANIMOUSLY

Request for Decision – 2022 Budget Public Engagement

In the past The Town of Blackfalds has used several different means of community engagement to determine their annual budget: an interactive survey with Citizen Budget, an in-house survey, attending an open house at the Community Information Expo, and Budget Week. Administration requested direction from Council on how they would like to receive feedback for the 2022 budget.

207/21 Councillor Olfert moved that Council approve proceeding with an in-house budget survey.

CARRIED UNANIMOUSLY

208/21 Deputy Mayor Svab moved that Council participate in the Community Information Expo.

CARRIED UNANIMOUSLY

Request for Decision – National Drowning Week

The Lifesaving Society has declared the week of July 18 to 24, 2021 National Drowning Prevention Week to create awareness and aid in the prevention of drowning. Staff are working on a social media campaign that will run during National Drowning Prevention Week to bring awareness to this issue.

209/21 Councillor Olfert moved that Council proclaim July 18 to 24, 2021 as National Drowning Prevention Week in the Town of Blackfalds.

CARRIED UNANIMOUSLY

Request for Decision – Replacement of Blackfalds Connect with Citizen Request Portal

The Town currently utilizes Blackfalds Connect (provided by SeeClickFix) as its non-emergency reporting program for Blackfalds residents. The Citizen Request Portal (CRP) module provided by PSD City Wide Inc. includes much of the same functionality of Blackfalds Connect in that it captures non-emergency residential complaint issues and includes details on persons submitting, address, applicable department, status, etc. Since the CRP is integrated into the EAM Work Order system, a service request and work order can be created, and there are additional cost savings for Administration.

210/21 Councillor Hoover directed that Administration move forward with the use of Citizen Request Portal to replace Blackfalds Connect.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Request from Rural Red Deer Restorative Justice Program

The Rural Red Deer Restorative Justice Community Advisory Council requested space at the Protective Services Building for meetings between young offenders, facilitators and those they harmed.

211/21 Councillor Taylor moved that Council provide space at the Protective Services Building for Rural Red Deer Restorative Justice Program meetings.

CARRIED UNANIMOUSLY



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, July 13, 2021 at 7:00 p.m.
5018 Waghorn Street - Council Chambers
MINUTES

AUMA Awards

The AUMA awards acknowledge and congratulate leaders who have demonstrated innovation and distinction in their respective municipalities and communities.

- 212/21** Deputy Mayor Svab moved that Council nominate Councillor Will Taylor for the Distinguished Service Award.

CARRIED UNANIMOUSLY

Stettler Steel Wheel Parade Invitation – July 17

A request was made by the Stettler Regional Board of Trade for Mayor Poole to attend the Stettler Steel Wheel Parade and Luncheon on July 17, 2021.

- 213/21** Councillor Appel moved that Mayor Poole attend the Steel Wheel Parade and Luncheon.

CARRIED UNANIMOUSLY

Lacombe Days Parade and Dignitary Luncheon Invitation – July 24

A request was made by the City of Lacombe for a Council Member to participate in the Lacombe Days Parade and Dignitary's Breakfast.

- 214/21** Councillor Olfert moved that Deputy Mayor Svab attend the Lacombe Days Parade and Dignitary's Breakfast.

CARRIED UNANIMOUSLY

INFORMATION

- Report to Council, Building and Development Permit Report – June 2021
- Report to Council, Enforcement Services Monthly Report – June 2021
- BOLT Transit Report – June 2021
- City of Lacombe, Council Highlights for June 28, 2021
- Lacombe County Council Highlights for June 24, 2021
- Red Deer River Municipal Users Group Newsletter – July 2021
- Parkland Library Open House Invitation – July 17, 2021
- Strategic Transportation Infrastructure Program Letter

- 215/21** Councillor Stendie moved to accept the Information Items as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

- 216/21** Councillor Hoover moved that Council accept the Regular Council Meeting Minutes from June 22, 2021 as amended.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

None



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, July 13, 2021 at 7:00 p.m.
5018 Waghorn Street - Council Chambers
MINUTES

BUSINESS FOR THE GOOD OF COUNCIL

Plaque Awards to Schools

Mayor Poole noted that Plaques have been awarded to all four schools in the community to thank school employees, administrators, educational assistants and teachers for their work during COVID.

ADJOURNMENT

Mayor Poole adjourned the meeting at 8:30 p.m.

Richard Poole, Mayor

Myron Thompson, CAO



Town of Blackfalds
Standing Committee of Council Meeting
July 19, 2021 at 7:00 p.m.
MINUTES

A Standing Committee of Council meeting for the Town of Blackfalds was held on Monday, July 19, 2021, at the Civic/Cultural Centre, 5018 Waghorn Street, Blackfalds, Alberta commencing at 7:00 p.m.

MEMBERS PRESENT

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

ATTENDING

Myron Thompson, CAO
Robert Cote, Fire Chief
Preston Weran, Director of Infrastructure and Planning Services
Liz Pollock, Municipal Planning Intern
Billie Scott, Planning & Development Officer I
Marco Jadie, Information Technologist Support
Lorrie Logan, Municipal Clerk

REGRETS

Councillor Jamie Hoover

MEDIA

None

PUBLIC

None

**CALL TO
ORDER:**

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

ADOPTION OF AGENDA

52/21 Councillor Olfert moved that the Standing Committee of Council move to accept the agenda for July 19, 2021 as presented.

CARRIED UNANIMOUSLY

DELEGATION

None

PUBLIC HEARING

None

BUSINESS ARISING FROM MINUTES

None

BUSINESS

Blackfalds Fire Service Operations Update (verbal)

Fire Chief Robert Cote gave an update on the Blackfalds Fire Service Operation. Calls are up 24% and there have been 100 calls to date. Training has begun again with 10 NFPA Level 1 and Hazmat. In-house pump training will begin in the fall. The house simulation is now a permanent fixture at the old public works quonset and it has been beneficial in training not only the Blackfalds members but also the



Town of Blackfalds
Standing Committee of Council Meeting
July 19, 2021 at 7:00 p.m.
MINUTES

Lacombe County members as well. There are 26 volunteer members and there will be a new recruitment process in place to bring the members back up to 30. They are still being very cautious when going out on calls and are still using masks, gloves and sanitizer, even though COVID restrictions have been lifted. There is a plan to have an open house during Fire Prevention Week in early October depending on the restrictions.

- 53/21** Councillor Stendie moved that the Standing Committee of Council accept this as information.

CARRIED UNANIMOUSLY

Request for Direction, Council Remuneration Compensation

CAO Thompson brought forward to Council for discussion, the Council Remuneration Compensation policy 156.21. This policy provides guidelines for the provision of remuneration to elected officials through the various provisions including honorariums, per diems, benefits, expenses, and professional development.

- 54/21** Mayor Poole moved that the Council Remuneration and Compensation Policy 156.21 be brought forward to a future Council Meeting with adjustments and any changes provided by the Remuneration Committee as noted.

CARRIED UNANIMOUSLY

Request for Direction, Elected Officials Development Opportunities Policy

CAO Thompson brought forward for discussion and review the draft Elected Official Development Opportunities Policy 155.21, which encourages annual professional development and training for Council members.

- 55/21** Councillor Stendie moved that the Standing Committee of Council refer the Elected Official Development Opportunities Policy back to Administration for requested changes and that this item be brought forward to a future Council Meeting.

CARRIED UNANIMOUSLY

Request for Direction, Development Fees and Fines Bylaw

Municipal Planning Intern Pollock brought forward for discussion and review the draft Development Fees and Fines Bylaw. It was recommended that the Fees and Fines section be taken out of the current LUB and included separately as its own Bylaw, combined with the other schedules for ease of review and amendments. This Bylaw will reference the Land Use Bylaw and vice versa.

- 56/21** Councillor Appel moved that Administration update the draft Development Fees and Fines Bylaw Schedules as directed by Council with amendments that will form part of the new Bylaw 1261.21.

CARRIED UNANIMOUSLY

ACTION CORRESPONDENCE

Alberta Association of Community Peace Officers Communications Request

CAO Thompson gave an update on the CPO communications pilot project. The RCMP indicated they needed to suspend the project due to a staff shortage in their informatics department, but noted they are committed to completing this project. They are asking for a letter of support for this project.



Town of Blackfalds
Standing Committee of Council Meeting
July 19, 2021 at 7:00 p.m.
MINUTES

- 57/21** Mayor Poole moved that the Standing Committee of Council direct Administration to send a letter to the Justice Minister, the Rural Municipalities of Alberta, and the Alberta Urban Municipalities Association to support this project and the requests from the RCMP.

CARRIED UNANIMOUSLY

INFORMATION

- Centre Plaza Update (*verbal*)
- Interim Police Advisory Quarterly Report

- 58/21** Councillor Olfert moved to accept the information items as information.

CARRIED UNANIMOUSLY

ROUND TABLE

None

ADOPTION OF MINUTES

None

BUSINESS FOR THE GOOD OF THE COMMITTEE

None

CONFIDENTIAL

None

AJOURNMENT

Deputy Mayor Svab adjourned the meeting at 8:17 p.m.

Deputy Mayor, Laura Svab

Myron Thompson, Chief Administrative Officer



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
NOTICE OF MOTION**

MEETING DATE: July 27, 2021

PRESENTED BY: Councillor Stendie

SUBJECT: Land Acknowledgements

I, Councillor Rebecca Stendie, move that Council begin each Regular Council Meeting going forward with a thoughtful Treaty Six Land Acknowledgement.

Rebecca Stendie, Councillor