



**Town of Blackfalds
Regular Council Meeting**

5018 Waghorn Street
July 13, 2021 at 7:00 p.m.

AGENDA

-
1. **Call to Order**
 2. **Adoption of Agenda**
 - 2.1 Agenda for July 13, 2021
 3. **Delegation**
 - 3.1 [RCMP Quarterly Report – S/Sgt Dan Martin](#)
 4. **Public Hearing**

None
 5. **Business Arising from Minutes**

None
 6. **Business**
 - 6.1 [Director's Quarterly Report – Second Quarter 2021](#)
 - 6.2 [Request for Decision, Municipal Election Special Ballots](#)
 - 6.3 [Request for Decision, Budget Public Engagement](#)
 - 6.4 [Request for Decision, National Drowning Prevention Week](#)
 - 6.5 [Request for Decision, City Wide Citizen Request Portal](#)
 7. **Action Correspondence**
 - 7.1 [Request for Venue – Rural Red Deer Restorative Justice Program](#)
 - 7.2 [AUMA Municipal Award Nominations](#)
 - 7.3 [Steel Wheel Parade Invitation](#)
 8. **Information**
 - 8.1 [Report to Council, Building and Development Permit Report – June 2021](#)
 - 8.2 [Report to Council, Enforcement Services Monthly Report – June 2021](#)
 - 8.3 [BOLT Transit Report – June 2021](#)
 - 8.4 [City of Lacombe, Council Highlights for June 28, 2021](#)
 - 8.5 [Lacombe County Council Highlights for June 24, 2021](#)
 - 8.6 [Red Deer River Municipal Users Group Newsletter – July 2021](#)
 - 8.7 [Parkland Library Open House Invitation – July 17, 2021](#)
 - 8.8 [Strategic Transportation Infrastructure Program Letter](#)
 9. **Round Table Discussion**

None
 10. **Adoption of Minutes**
 - 10.1 [Minutes from Regular Council Meeting on June 22, 2021](#)
 11. **Notices of Motion**

None
 12. **Business for the Good of Council**
 - 12.1 [Plaque Awards to Schools](#)
 13. **Confidential**

None
 14. **Adjournment** – Verbal
-

Future Meetings/Events:

- Council Standing Committee Meeting – July 19, 2021
- Regular Council Meeting – July 27, 2021

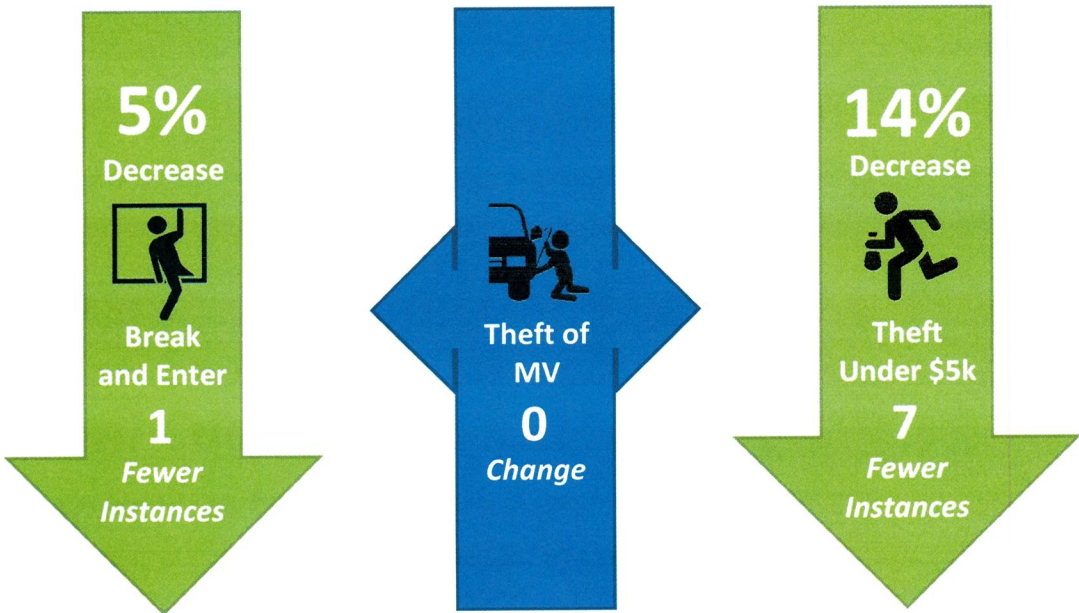
Blackfalds Municipal Crime Gauge

2021 vs. 2020
January to June

Criminal Code Offences



Select Property Crime



NOTE: If in both 2020 and 2021 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

Blackfalds Municipal Detachment Clearance Rates 2021

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		-	-	-	-
Robbery		-	80.0%	-	-
Sexual Assaults		66.7%	0.0%	-	-
Other Sexual Offences		0.0%	0.0%	-	-
Assault		62.5%	56.5%	-	-
Kidnapping/Hostage/Abduction		-	-	-	-
Extortion		-	-	-	-
Criminal Harassment		25.0%	30.8%	-	-
Uttering Threats		25.0%	46.2%	-	-
TOTAL PERSONS		43.2%	47.4%	-	-
Break & Enter		16.7%	15.4%	-	-
Theft of Motor Vehicle		0.0%	0.0%	-	-
Theft Over \$5,000		0.0%	0.0%	-	-
Theft Under \$5,000		11.8%	8.7%	-	-
Possn Stn Goods		20.0%	-	-	-
Fraud		15.4%	16.7%	-	-
Arson		-	0.0%	-	-
Mischief To Property		16.7%	4.0%	-	-
TOTAL PROPERTY		14.9%	7.4%	-	-
Offensive Weapons		75.0%	-	-	-
Disturbing the peace		22.2%	71.4%	-	-
Fail to Comply & Breaches		60.0%	133.3%	-	-
OTHER CRIMINAL CODE		20.0%	33.3%	-	-
TOTAL OTHER CRIMINAL CODE		39.1%	68.8%	-	-
TOTAL CRIMINAL CODE		26.9%	26.9%	-	-

Blackfalds Municipal Detachment

Actual Offence Counts (Line 1 Only)

2021

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		0	0	-	-
Robbery		0	5	-	-
Sexual Assaults		3	2	-	-
Other Sexual Offences		2	1	-	-
Assault		16	23	-	-
Kidnapping/Hostage/Abduction		0	0	-	-
Extortion		0	0	-	-
Criminal Harassment		4	13	-	-
Uttering Threats		12	13	-	-
TOTAL PERSONS		37	57	-	-
Break & Enter		6	13	-	-
Theft of Motor Vehicle		2	16	-	-
Theft Over \$5,000		1	4	-	-
Theft Under \$5,000		17	23	-	-
Possn Stn Goods		5	0	-	-
Fraud		13	12	-	-
Arson		0	1	-	-
Mischief To Property		30	25	-	-
TOTAL PROPERTY		74	94	-	-
Offensive Weapons		4	0	-	-
Disturbing the peace		9	7	-	-
Fail to Comply & Breaches		5	3	-	-
OTHER CRIMINAL CODE		5	6	-	-
TOTAL OTHER CRIMINAL CODE		23	16	-	-
TOTAL CRIMINAL CODE		134	167	-	-

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to Q2: 2017 - 2021

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

July-06-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
Theft Motor Vehicle (Total)		30	23	33	18	18	Within Norm
Auto		7	2	3	5	3	Within Norm
Truck		16	13	15	10	6	Within Norm
SUV		2	1	5	2	2	Within Norm
Van		1	0	3	0	2	Within Norm
Motorcycle		2	0	3	0	2	Within Norm
Other		2	5	2	1	3	Within Norm
Take Auto without Consent		0	2	2	0	0	Within Norm
Break and Enter (Total)*		22	16	49	20	19	Within Norm
Business		13	2	8	3	4	Within Norm
Residence		9	11	29	11	10	Within Norm
Cottage or Seasonal Residence		0	0	0	1	0	Within Norm
Other		0	3	9	3	4	Within Norm
Theft Over & Under \$5,000 (Total)		80	82	85	53	50	Within Norm
Theft from a motor vehicle		19	25	33	17	16	Within Norm
Shoplifting		4	2	2	5	1	Within Norm
Mail Theft (includes all Mail offences)		1	1	1	0	1	Within Norm
Theft of bicycle		1	3	5	3	2	Within Norm
Other Theft		55	52	45	28	30	Within Norm

Mischief To Property		90	58	76	67	57	Within Norm
Suspicious Person/ Vehicle/ Property		63	85	98	113	104	Within Norm
Fail to Comply/Breach		19	23	24	15	14	Within Norm
Wellbeing Check		6	5	24	31	40	Issue
Mental Health Act		29	30	35	45	46	Issue
False Alarms		95	80	40	21	13	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		9	1	1	1	2	Within Norm
Occupant Restraint/Seatbelt Violations*		0	11	0	6	4	Within Norm
Speeding Violations*		9	66	27	15	10	Within Norm
Intersection Related Violations*		4	8	8	13	22	Issue
Other Non-Moving Violation*		17	57	45	30	31	Within Norm
Pursuits**		1	1	1	2	3	Issue
Other CC Traffic**		4	4	5	3	3	Within Norm



























*"Actual" **"Reported"

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

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to June: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	1	0	1	0	N/A	-100%	0.0
Robbery		4	1	1	2	5	25%	150%	0.3
Sexual Assaults		2	8	3	1	5	150%	400%	-0.1
Other Sexual Offences		3	1	4	0	3	0%	N/A	-0.1
Assault		34	53	44	48	45	32%	-6%	1.7
Kidnapping/Hostage/Abduction		0	1	2	2	0	N/A	-100%	0.1
Extortion		1	0	0	1	0	-100%	-100%	-0.1
Criminal Harassment		11	18	14	25	17	55%	-32%	1.9
Uttering Threats		14	24	16	23	29	107%	26%	2.9
TOTAL PERSONS		69	107	84	103	104	51%	1%	6.6
Break & Enter		22	16	49	20	19	-14%	-5%	-0.2
Theft of Motor Vehicle		30	23	33	18	18	-40%	0%	-2.9
Theft Over \$5,000		5	0	1	2	6	20%	200%	0.4
Theft Under \$5,000		75	82	84	51	44	-41%	-14%	-9.3
Possn Stn Goods		26	18	22	10	8	-69%	-20%	-4.4
Fraud		11	19	21	33	22	100%	-33%	3.6
Arson		1	1	1	2	1	0%	-50%	0.1
Mischief - Damage To Property		0	0	1	37	41	N/A	11%	11.9
Mischief - Other		90	58	75	30	16	-82%	-47%	-17.6
TOTAL PROPERTY		260	217	287	203	175	-33%	-14%	-18.4
Offensive Weapons		6	3	6	6	8	33%	33%	0.7
Disturbing the peace		15	19	22	25	17	13%	-32%	1.0
Fail to Comply & Breaches		19	23	24	15	14	-26%	-7%	-1.8
OTHER CRIMINAL CODE		16	18	13	13	12	-25%	-8%	-1.3
TOTAL OTHER CRIMINAL CODE		56	63	65	59	51	-9%	-14%	-1.4
TOTAL CRIMINAL CODE		385	387	436	365	330	-14%	-10%	-13.2

Blackfalds Municipal Detachment
Crime Statistics (Actual)
January to June: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		14	13	7	4	2	-86%	-50%	-3.3
Drug Enforcement - Trafficking		5	1	2	1	2	-60%	100%	-0.6
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		19	14	10	5	4	-79%	-20%	-3.9
Cannabis Enforcement		0	0	0	1	1	N/A	0%	0.3
Federal - General		6	3	0	3	2	-67%	-33%	-0.8
TOTAL FEDERAL		25	17	10	9	7	-72%	-22%	-4.4
Liquor Act		5	2	3	7	3	-40%	-57%	0.1
Cannabis Act		0	0	1	1	4	N/A	300%	0.9
Mental Health Act		29	30	35	45	46	59%	2%	4.9
Other Provincial Stats		64	58	72	54	64	0%	19%	-0.4
Total Provincial Stats		98	90	111	107	117	19%	9%	5.5
Municipal By-laws Traffic		6	8	8	10	5	-17%	-50%	0.0
Municipal By-laws		32	37	42	83	45	41%	-46%	7.2
Total Municipal		38	45	50	93	50	32%	-46%	7.2
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	4	2	1	4	33%	300%	-0.1
Property Damage MVC (Reportable)		33	36	48	54	56	70%	4%	6.4
Property Damage MVC (Non Reportable)		8	10	8	11	4	-50%	-64%	-0.7
TOTAL MVC		44	50	58	66	64	45%	-3%	5.6
Roadside Suspension - Alcohol (Prov)		0	0	0	0	11	N/A	N/A	2.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		155	248	162	164	174	12%	6%	-4.6
Other Traffic		5	2	2	1	2	-60%	100%	-0.7
Criminal Code Traffic		29	31	25	26	19	-34%	-27%	-2.5
Common Police Activities									
False Alarms		95	80	40	21	13	-86%	-38%	-22.3
False/Abandoned 911 Call and 911 Act		5	9	12	13	7	40%	-46%	0.8
Suspicious Person/Vehicle/Property		63	85	98	113	104	65%	-8%	11.0
Persons Reported Missing		5	7	13	8	14	180%	75%	1.9
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		86	95	80	108	68	-21%	-37%	-2.3
Form 10 (MHA) (Reported)		0	0	0	2	5	N/A	150%	1.2

Blackfalds Municipal Detachment
Crime Statistics (Actual)
June: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	2	1	0	1	N/A	N/A	0.0
Other Sexual Offences		1	0	1	0	1	0%	N/A	0.0
Assault		3	12	5	10	10	233%	0%	1.2
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		5	5	3	3	5	0%	67%	-0.2
Uttering Threats		0	5	3	5	7	N/A	40%	1.4
TOTAL PERSONS		9	24	13	19	25	178%	32%	2.7
Break & Enter		5	1	4	3	6	20%	100%	0.4
Theft of Motor Vehicle		5	3	5	1	7	40%	600%	0.2
Theft Over \$5,000		0	0	0	0	2	N/A	N/A	0.4
Theft Under \$5,000		9	24	22	10	11	22%	10%	-1.0
Possn Stn Goods		4	3	7	0	2	-50%	N/A	-0.7
Fraud		2	0	1	9	2	0%	-78%	0.9
Arson		0	0	0	1	0	N/A	-100%	0.1
Mischief - Damage To Property		0	0	0	9	6	N/A	-33%	2.1
Mischief - Other		13	16	12	6	1	-92%	-83%	-3.4
TOTAL PROPERTY		38	47	51	39	37	-3%	-5%	-1.0
Offensive Weapons		0	0	0	1	1	N/A	0%	0.3
Disturbing the peace		2	5	5	8	0	-100%	-100%	-0.1
Fail to Comply & Breaches		6	3	3	3	3	-50%	0%	-0.6
OTHER CRIMINAL CODE		0	5	0	1	2	N/A	100%	0.0
TOTAL OTHER CRIMINAL CODE		8	13	8	13	6	-25%	-54%	-0.4
TOTAL CRIMINAL CODE		55	84	72	71	68	24%	-4%	1.3

Blackfalds Municipal Detachment
Crime Statistics (Actual)
June: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	1	0	0	-100%	N/A	-0.3
Drug Enforcement - Trafficking		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	1	1	0	0	-100%	N/A	-0.5
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	1	0	2	0	-100%	-100%	-0.1
TOTAL FEDERAL		3	2	1	2	0	-100%	-100%	-0.6
Liquor Act		1	0	0	2	1	0%	-50%	0.2
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		3	4	7	8	11	267%	38%	2.0
Other Provincial Stats		14	11	22	6	6	-57%	0%	-2.1
Total Provincial Stats		18	15	29	16	18	0%	13%	0.1
Municipal By-laws Traffic		2	1	1	1	0	-100%	-100%	-0.4
Municipal By-laws		9	9	12	18	16	78%	-11%	2.3
Total Municipal		11	10	13	19	16	45%	-16%	1.9
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	1	0	0	1	0%	N/A	-0.1
Property Damage MVC (Reportable)		8	2	8	8	8	0%	0%	0.6
Property Damage MVC (Non Reportable)		0	2	3	4	0	N/A	-100%	0.2
TOTAL MVC		9	5	11	12	9	0%	-25%	0.7
Roadside Suspension - Alcohol (Prov)		0	0	0	0	1	N/A	N/A	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		24	29	48	32	46	92%	44%	4.7
Other Traffic		0	1	0	0	0	N/A	N/A	-0.1
Criminal Code Traffic		3	5	8	4	2	-33%	-50%	-0.3
Common Police Activities									
False Alarms		14	11	7	2	1	-93%	-50%	-3.5
False/Abandoned 911 Call and 911 Act		1	4	1	2	2	100%	0%	0.0
Suspicious Person/Vehicle/Property		10	11	19	23	20	100%	-13%	3.2
Persons Reported Missing		2	2	3	0	3	50%	N/A	0.0
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		11	12	8	18	13	18%	-28%	1.0
Form 10 (MHA) (Reported)		0	0	0	1	1	N/A	0%	0.3

Blackfalds Municipal Detachment
Crime Statistics (Actual)
Q2: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	1	0	N/A	-100%	0.1
Robbery		1	0	0	0	5	400%	N/A	0.8
Sexual Assaults		1	5	1	0	2	100%	N/A	-0.3
Other Sexual Offences		1	1	3	0	1	0%	N/A	-0.1
Assault		17	27	26	24	24	41%	0%	1.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		9	7	8	15	13	44%	-13%	1.6
Uttering Threats		6	12	10	14	14	133%	0%	1.8
TOTAL PERSONS		35	52	48	55	59	69%	7%	5.1
Break & Enter		9	7	17	12	13	44%	8%	1.3
Theft of Motor Vehicle		13	14	15	8	16	23%	100%	0.0
Theft Over \$5,000		1	0	0	1	5	400%	400%	0.9
Theft Under \$5,000		36	56	53	27	26	-28%	-4%	-4.9
Possn Stn Goods		11	5	10	7	3	-73%	-57%	-1.4
Fraud		6	12	6	21	12	100%	-43%	2.1
Arson		1	1	1	1	1	0%	0%	0.0
Mischief - Damage To Property		0	0	1	17	20	N/A	18%	5.7
Mischief - Other		49	34	43	17	8	-84%	-53%	-9.9
TOTAL PROPERTY		126	129	146	111	104	-17%	-6%	-6.2
Offensive Weapons		3	0	3	2	1	-67%	-50%	-0.2
Disturbing the peace		11	12	14	17	7	-36%	-59%	-0.3
Fail to Comply & Breaches		10	7	11	8	6	-40%	-25%	-0.7
OTHER CRIMINAL CODE		7	11	7	5	6	-14%	20%	-0.8
TOTAL OTHER CRIMINAL CODE		31	30	35	32	20	-35%	-38%	-2.0
TOTAL CRIMINAL CODE		192	211	229	198	183	-5%	-8%	-3.1

Blackfalds Municipal Detachment
Crime Statistics (Actual)
Q2: 2017 - 2021

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

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	4	4	1	1	-86%	0%	-1.5
Drug Enforcement - Trafficking		4	0	1	0	1	-75%	N/A	-0.6
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		11	4	6	1	2	-82%	100%	-2.1
Cannabis Enforcement		0	0	0	0	1	N/A	N/A	0.2
Federal - General		2	1	0	3	1	-50%	-67%	0.0
TOTAL FEDERAL		13	5	6	4	4	-69%	0%	-1.9
Liquor Act		1	1	1	4	3	200%	-25%	0.7
Cannabis Act		0	0	0	1	2	N/A	100%	0.5
Mental Health Act		13	11	15	22	27	108%	23%	3.9
Other Provincial Stats		37	35	50	34	41	11%	21%	0.7
Total Provincial Stats		51	47	66	61	73	43%	20%	5.8
Municipal By-laws Traffic		3	4	3	6	0	-100%	-100%	-0.4
Municipal By-laws		23	22	28	65	36	57%	-45%	6.9
Total Municipal		26	26	31	71	36	38%	-49%	6.5
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	1	1	0	3	0%	N/A	-0.1
Property Damage MVC (Reportable)		16	15	20	18	22	38%	22%	1.5
Property Damage MVC (Non Reportable)		5	4	4	6	2	-60%	-67%	-0.4
TOTAL MVC		24	20	25	24	27	13%	13%	1.0
Roadside Suspension - Alcohol (Prov)		0	0	0	0	7	N/A	N/A	1.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		83	142	89	82	106	28%	29%	-1.4
Other Traffic		3	1	1	1	1	-67%	0%	-0.4
Criminal Code Traffic		15	13	17	12	10	-33%	-17%	-1.1
Common Police Activities									
False Alarms		54	42	24	10	3	-94%	-70%	-13.4
False/Abandoned 911 Call and 911 Act		4	7	4	4	3	-25%	-25%	-0.5
Suspicious Person/Vehicle/Property		34	40	57	68	55	62%	-19%	7.0
Persons Reported Missing		4	2	9	3	7	75%	133%	0.7
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		38	44	47	56	39	3%	-30%	1.4
Form 10 (MHA) (Reported)		0	0	0	1	3	N/A	200%	0.7

Blackfalds Municipal Detachment - Break and Enters (includes unlawfully in a dwelling place)

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

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	4	2	5	4	3	6	6	9	2	3	2
Running Total	2	6	8	13	17	20	26	32	41	43	46	48
Quarter	8			12			21			7		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	2	2	3	4	6						
Running Total	2	4	6	9	13	19						
Quarter	6			13			TBD			TBD		
Year over Year % Change	0%	-33%	-25%	-31%	-24%	-5%						

Blackfalds Municipal Detachment - Theft of Motor Vehicles (includes taking without consent)

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

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	5	3	7	0	1	5	8	3	9	4	1
Running Total	2	7	10	17	17	18	23	31	34	43	47	48
Quarter	10			8			16			14		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	0	0	2	5	4	7						
Running Total	0	0	2	7	11	18						
Quarter	2			16			TBD			TBD		
Year over Year % Change	-100%	-100%	-80%	-59%	-35%	0%						

Blackfalds Municipal Detachment - Theft Under \$5,000

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

July-06-21

2020													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Actuals	7	12	5	5	12	10	8	13	9	7	19	9	
Running Total	7	19	24	29	41	51	59	72	81	88	107	116	
Quarter	24			27			30			35			
2021													
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Actuals	8	7	3	5	10	11							
Running Total	8	15	18	23	33	44							
Quarter	18			26			TBD			TBD			
Year over Year % Change	14%	-21%	-25%	-21%	-20%	-14%							

Blackfalds Municipal Detachment - Theft from Motor Vehicles

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

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	1	4	3	1	5	3	1	4	5	5	9	3
Running Total	1	5	8	9	14	17	18	22	27	32	41	44
Quarter	8			9			10			17		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	0	1	1	6	4						
Running Total	4	4	5	6	12	16						
Quarter	5			11			TBD			TBD		
Year over Year % Change	300%	-20%	-38%	-33%	-14%	-6%						



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

COUNCIL MEETING DATE: July 13th, 2021

PREPARED BY: Myron Thompson, CAO

SUBJECT: Directors Quarterly Report – 2nd Quarter of 2021

BACKGROUND:

Council and Administration have incorporated a reporting process that includes quarterly reports provided by the department directors to include updates on activities within each department. The objective of these quarterly reports as well as the reporting of the CAO on a monthly basis assists in improving the flow of information for Council and to ensure that they have adequate knowledge of programs and activities of the various departments' functional areas.

DISCUSSION:

This standard template provides an opportunity for department directors to report on activities within their department on a quarterly basis and has been developed to ensure that consistency in format is maintained. The reports provide an overview of the department activities, updates on operational activities, an update on capital works activities, and information on the progress of projects and programs. Administration is prepared to answer any questions or to expand upon information contained within the report upon request of Council.

FINANCIAL IMPLICATIONS:

NA

ADMINISTRATIVE RECOMMENDATION:

1. That Council accept the Directors second quarter report as information.

Attachments:

- Department Director 2nd Quarter 2021 Reports

Approvals:



CAO Myron Thompson



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

OVERVIEW

The Community Services Department has done the very best job possible considering the COVID-19 pandemic and uncertainty of restrictions lifting. With the re-hiring of staff who were laid off to bringing on summer students and lifeguards, we have caught up the spring/summer priorities and are ready for the summer.

With the Government of Alberta's Open for Summer Plan we were able to bring some joy to the community by opening the Tayles Water Spray Park, the Abbey Centre and the McKay Ranch Aquatic Centre for all to enjoy on those hot summer days.

Construction of the Eagle Builders Centre is currently 80% completed and the arena concrete slab was poured at the end of June. Community Services staff have been working closely with the Dual Ice Development Society and local businesses to fill sponsorship opportunities and lease spaces within the new facility.

Summer Culture Series is continuing now that all restrictions have been lifted. A full calendar of expected shows is available on our events calendar.

PARKS AND FACILITIES OPERATIONS:

APRIL

- Parks and Facilities Department hired ten summer staff this season, nine are returnees from last season.
 - I would like to give a little shout out to the Parks and Facilities team for creating a workplace (team) that the summer staff want to return to! We are fortunate to have a great summer staff team and Parks and Facilities Crew!
- Custodians continue to be very diligent on disinfecting common high touchpoints.
- With our early spring the Parks and Facilities staff spent some time working on the Bike Skills Park. Staff are working hard to implement landscaping elements that will help the Park winter better and also move water more efficiently when we have the heavy rain events.

MAY

- Bike Skills Park opened May 7.
- Community Gardens opened May 21.
- Water Spray Park opened May 28.
- Custodians continue to work hard and be very diligent on disinfecting common high touchpoints throughout all our facilities.
- Summer staff started May 3.
- Facilities staff worked with the IT Department to try and get the LED sign located on 2A up and running again however the approximately 10-year-old system hardware is constantly failing and the cost to fix it is a substantial amount.



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

Administration is looking to put funds aside for a new system in the 2022 capital budget.

JUNE

- Parks division continue to work extremely hard on the following reoccurring yearly tasks: Downtown beautification, Civic Centre, Abbey Centre, FCSS, Community Centre, Protective Services, Wadey Centre/Denise Neilson Memorial Park, Pine and Aspen Community Gardens, Bark Park, Bike Skills Park, Water Spray Park, All-Star Park, the north Town of Blackfalds entrance sign, and the two electronic signs (Broadway and Hwy 2A). In addition, the following annuals and perennial plantings have been prepared:
 - hanging baskets, there are approximately 75 on the light standards
 - 16 petunia pots on petunia tree at Water Spray Park
 - 6 petunia baskets hanging on the gazebo at Tayles Park
 - 18 Planters and 5 Deck Boxes
 - 2 planters at the Abbey
 - 2 planters at the Civic Centre parking lot entrance
 - 6 planters downtown
 - 2 planters at the Fire Hall
 - 2 planters at Highway 2A north
 - 6 deck boxes at the Wadey Centre
 - 4 planters at Wadey Centre entrance
- With the anticipation of Covid restrictions being lifted and the start of the slo-pitch league, Minor Soccer, and Minor Ball, we were able to hire an additional two summer staff to support the All-Star Park operation and other parks and facilities duties.
- Parks Division continue to work on gopher control at the Cemetery and some other hot spots around Town
- Capital Project #21-7222, Annual Trail Development - Completed
 - 200m asphalt overlay along south side of Centennial Pond
 - Eastpointe Drive to existing McKay Ranch trail

ABBHEY CENTRE OPERATIONS:

APRIL - JUNE

- Excited to be able to offer the Summer Culture Series for 2021. Entertainment includes:
 - The KlamDaggers
 - Zoo to You
 - Ride the Vibe
 - Calysto Steelband
 - Richard Young the Magician
 - Red Deer Aboriginal Dance Troupe
 - Three Hat Circus



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

- Hung Mon
 - Calfskit.
- Brought back a majority of our staff, including seasonal summer staff (lifeguards and summer camp staff).
- Filled our pool, balanced all pools, provided water tests to AHS and hired and trained lifeguards in less than a month and reopened the pool for June 26.
 - Kudos to Chantelle and Mike for all the hard work they put in to open the pool considering the tight timelines provided.
- Reset all memberships and opened the facility for June 10th. Personal training and orientations restarted as well.
- Program registration resumed for swim lessons and summer camp on June 15.
- Opened registration for Slo-Pitch and had 16 teams register. Games run Monday to Thursday until Labour Day.
- Began implementation/training of our new recreation software, PerfectMind.
- Considering we were unsure as to how we would reopen, we investigated several scenarios and discussed alternative programming options for summer camps based on the information provided by the province for restrictions.
- Involved with Eagle Builders Centre construction, sponsor agreements, contract agreements, operations planning, etc.
- Temporarily offered outdoor fitness classes in the Blackfalds District Ag. Society Amphitheatre.
- Scheduled HerosHockey program in our arena next season. HerosHockey is a hockey program for marginalized youth in our region provided in partnership with the Red Deer Rebels, Calgary Flames and the Blackfalds Bulldogs Jr. A Hockey Club.
- Creating emergency procedures and assisting with health and safety documentation for the Eagle Builders Centre.
- Drained and cleaned our pools for the season and completed equipment inspections and slide repairs.
- Held numerous meetings/discussions with local sports associations regarding facility booking/scheduling.

FCSS OPERATIONS:

APRIL

- **2021 Volunteer Award Presentation:** 2021 Volunteer Award Presentation was held on April 13th in front of the FCSS Office. The recipients for the current awards were as follows:
 - Carol Simpson Volunteer of the Year – Dena Thomas
 - Gloria House Mentor Award – Carolyn Cota
 - Outstanding Group, Adult Category – Friends of Iron Ridge Elementary Society
 - Leaders of Tomorrow, Elementary – Coen Bonnett
 - Leaders of Tomorrow, Junior High – Dylan Beaver



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

- Leaders of Tomorrow, High School – Janek-Justin Loos and Vivien Reschke
 - Dylan Stork Youth Ambassador Award – Santera Ogles
 - Outstanding Group, Youth Category – Blackfalds Youth Crew
- **National Volunteer Week (April 18-24, 2021):** All Volunteer Award nominees were invited to stop by FCSS during National Volunteer Week to pick up their nomination package and choose from a variety of tokens of appreciation. All volunteers who volunteered between March 2020 and February 2021 were also be invited to stop by to pick up a token of appreciation.
- **Youth in Prime** - 5 week session running April 7 - May 5 for youth grades 5 - 8. Promoting self esteem & creating a positive self image, leadership, handling peer pressure/bullying and health and self care. 5 youth participated.
- **Child Safe Canada Home Alone Safety** - course offered on Monday April 19, with 9 youth in attendance (maximum provincial health guideline allowance). Offered in person.
- **Red Cross Babysitters Course** - offered May 24th, with 9 youth in attendance. Offered in person.
- **Blackfalds Youth Crew** - BYC nominated for Outstanding Group recipient in the youth category. Unfortunately, youth were unable to attend the Volunteer Award Presentation as a result of public health measures, however, were very excited to pick up their VIP Volunteer Voucher & gift card.
- **Blackfalds Youth Week** - hosted May 1 - 7, please see attached schedule for further information. Youth Art - 9 youth participated. Youth Yoga - 6 youth participated. Jo Fit Dance Beatz - 3 youth registered, all 3 no showed. Kindness in the Community - 5 registered. Youth Week Bingo - number of participants to be determined.
- **Lunchbox program:**
- April: The Lunchbox program continues to be a much-needed food security program for our community. A survey was sent out in April to those who are accessing the program and we received 43 responses and 32 additional comments
- There are 6 to 14 families accessing our delivery service weekly for those who are COVID positive, quarantining or have vehicle issues.
April numbers of children who accessed the program:

April 6: 144 children	April 19: 154 children
April 12: 146 children	April 26: 150 children
- **Grants for Technology:**
- Iron Ridge Intermediate Campus reached out asking for support to purchase 75 Chromebooks. We have written several grants in hopes to obtain funding for \$28,125.00 for the cost of 75 Chromebooks.
- FCSS Manager Bornn continuing with a variety of initiatives:
 - Blackfalds Health Professionals Attraction & Recruitment Committee marketing strategy creation



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

- Participated in a virtual session The Pandemic, Women and Jobs.
- AHS Central Zone Covid-19 Community Engagement meetings
- Women & Minorities in Politics Steering Committee planning
- Lacombe Regional Emergency Management Plan Emergency Social Services presentation to the Agency
- Continued involvement with the Blackfalds Emergency Management Committee supporting the municipal pandemic response.

MAY

- **2021 Community Volunteer Drive-In Movie (Rescheduled to June 18, 2021):**
Unfortunately, due to Public Health restrictions in place our 2021 Community Volunteer Drive-In Movie that was scheduled for May 14th had to be pushed back until Blackfalds Days.
- **Volunteer Programmer Registered Workshops/Webinars:**
 - Completed a 4-week Facilitator Training for Financial Literacy with Momentum FCSSAA Senior Programming Sharing Session
- **Interagency Meeting** - continued bimonthly interagency meetings. The second one taking place May 5th, with 18 individuals in attendance from 14 different community organizations.
- **Child Safe Canada Home Alone Safety** - course offered online on Thursday May 20, with 9 youth registered. 7 picked up materials, only 6 attended the session. Completion cards mailed out.
- **Blackfalds Youth Crew** - unfortunately in person programming was unable to resume, BYC has been cancelled until the end of June, with the hope of resuming in the fall. Youth participants picked up tokens of appreciation for their Volunteer Award nomination and look forward to being able to attend the Drive in Movie on June 18th.
- **Blackfalds Youth Week** - hosted May 1 - 7. Youth Week Bingo was hosted through out the duration of the week, encouraging youth to actively engage with their community. Gift card prizes were awarded to two participants.
- **Lunchbox Program:** We have 19 accessing the delivery service weekly for those who are COVID positive, quarantining or have vehicle issues. Staff from Servus Credit Union has joined our volunteer team by providing 2 volunteers each week to help with deliveries as there are so many families needing this service. We now have 3 volunteers doing the deliveries.
May numbers of children who accessed the program:

May 3: 163 children	May 25: 170 children
May 10: 154 children	May 31: 165 children
May 17: 170 children	
- **Online West Central Regional Meeting** on May 13 hosted by Ponoka. 14 communities represented.



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

- Continued Lunchbox Program admin support.
- **One Seed at a Time, FCSS Garden Boxes:** Planting this year included potatoes, beets, onions, and strawberries.
- FCSS Manager Bornn continuing with a variety of initiatives:
 - Blackfalds Health Professionals Attraction & Recruitment Committee – May was an exciting month with lots of great leaps forward. A new Pharmacy & clinic is slated to open in July across from Aspen Lakes Discovery Centre in the Aspen Aurora area. Many conversations have been had with exciting news to come.
 - AHS Central Zone Covid-19 Community Engagement meetings
 - Attendance at the West Central Regional FCSS Virtual meeting hosted by Ponoka on May 13.
 - Women & Minorities in Politics Steering Committee is really swinging into high gear with the first of 3 virtual sessions already having occurred. Additional awareness sessions are scheduled for June 15 and 26.
 - Lacombe Regional Emergency Management Partnership – Emergency Social Services Regional Plan – Also a busy group with an innovative initiative aimed for launch this fall.
 - Participating with a West Central Report to our leaders initiative, raising awareness of FCSS in our region and advocating for ongoing acknowledgment of service and the value it brings to our communities.
 - Continued involvement with the Blackfalds Emergency Management Committee supporting the municipal pandemic response.

JUNE

- **Seniors Week:** The Volunteer Programmer and FCSS Assistant were busy preparing for Seniors Week. Advertising was on social media and in the Vibrant Living 50+ newsletter inviting our seniors to register to receive a Seniors Week Celebration Package; including at home activities, scavenger hunt, 30km's in 30 days walking/biking challenge, how well do you know your community trivia challenge, bird watching, 'In Case of Emergency Folder' and more. Five prizes to be won! In total, 7 couples plus 10 individuals signed up to received the Seniors' Week Celebration Package. In addition, there was a special delivery which included a homemade card, gift card to McDonald's, voucher to Pop-a-Lot Kettle Corn food truck and invitation to Drive-In Movie
- **2021 Community Volunteer Drive-In Movie (June 18, 2021):** Town of Blackfalds hosted a free Drive-In movie (a physical distancing event) showing "The War with Grandpa" at the All Star Park soccer fields on June 18th. Prior to the feature film we will play a trailer-type video of our 2021 award recipients receiving their awards at the April 13th award presentation. Volunteer Programmer attended the event along with 8 volunteers. Number of vehicles in attendance: 74



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

- **Fireworks (June 19, 2021):** A huge thank you to our Blackfalds Pyro Crew volunteers who put on spectacular Blackfalds Days fireworks presentation and totaled 100 volunteer hours.
- **FCSS Volunteer Programmer - Registered Workshops/Webinars:**
 - Guest Speaker at Women & Minorities in Politics - Community & Board Volunteers lunch hour presentation, June 1
 - Attended the Volunteer Alberta AGM
- **Upcoming Youth Programming** - planned and prepared for upcoming Summer Programming. Youth Yoga taking place weekly on Tuesdays from 11:00 - 12:00pm, Fresh Air Art taking place weekly on Wednesdays from 1:00 - 3:00pm & BYC Summer happening biweekly on Thursdays from 1 - 2:30pm. Planning underway for Fall 2021 programming for upcoming program guide.
- **Youth Programmer Professional Development** - Completed HeartMath Resilience Advantage Workshop offered by Dr. Anomi Bearden certified HeartMath Trainer "For more than 25 years, HeartMath Institute has been researching the heart-brain connection and learning how the heart influences our perceptions, emotions, intuition and health. HeartMath helps you tap into the power and intelligence of your heart - your heart's intuition - which awakens you to the best version of yourself" Youth Programmer will facilitate HeartMath within Move Your Mood programming in the future.
- Continued Lunchbox Program admin support.
- FCSS Manager Bornn continuing with a variety of initiatives:
 - Participation in the provincial FCSS Directors full day virtual conference on June 4th.
 - Blackfalds Health Professionals Attraction & Recruitment Committee
 - Women & Minorities in Politics Steering Committee sessions scheduled for June 1, 15, and 26.
 - Lacombe Regional Emergency Management Partnership – Emergency Social Services Regional Plan – Met with regional partners to discuss further plans for future training opportunities with elected officials in November 2021.
 - Continued participation with a West Central Report to our leaders initiative, raising awareness of FCSS in our region and advocating for ongoing acknowledgment of service and the value it brings to our communities.
 - Blackfalds Days Fireworks took place on June 19th.

ONGOING INITIATIVES

1. FCSS supporting the Municipal Emergency Management Coordination Committee in the Town's response to the COVID-19 Pandemic.
2. Friendly Caller Volunteer Program
3. International Pen Pal Volunteer Program



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT COMMUNITY SERVICES

4. The monthly FCSS Volunteer Newsletter continues to see increased subscriptions. The newsletter is a great opportunity to promote upcoming TOB volunteer opportunities, as well as, non-profit groups/organizations in our community looking for volunteers. People interested can sign up for the monthly newsletter by checking it off 'email correspondence' on their Volunteer Application or subscribing at www.blackfalds.com/volunteer.
 - a. In April the newsletter was emailed to 231 contacts with the 'Open Rate' of 45%
 - b. In May the newsletter was emailed to 224 contacts with the 'Open Rate' of 49%
 - c. In June the newsletter was emailed to 224 contacts with the 'Open Rate' of 37%
5. FCSS Vibrant Living 50+ Newsletter: The monthly newsletter is a great way to keep our seniors informed about what is going on in the community, future opportunities, events, programming, and resources available to them. People interested can sign up for the monthly newsletter by subscribing at <https://www.blackfalds.com/living-here/vibrant-living-50>.
 - a. In April the newsletter was emailed to 38 contacts with the 'Open Rate' of 75% and mailed to 22 residents.
 - b. In May the newsletter was emailed to 40 contacts with the 'Open Rate' of 84% and mailed to 23 residents.
 - c. In June the newsletter was emailed to 40 contacts with the 'Open Rate' of 85% and mailed to 23 residents.
6. Good Food Box
7. Since March 2020, the program has been supporting the Food Bank by providing fresh fruit and vegetable to distribute with hampers. Balance of donated funds: \$1,876.19
8. Food Bank support & referrals, continued partnerships with Cobbs bread, local egg farmers and Lacombe Pick & Pack (5+ cases of vegetables donated weekly)
9. Numerous Collaborations, continued facilitation through virtual meetings & emails:
 - a. Central Alberta Rural Communities Coalition
 - b. IMPACT/Regional Vision for Non-Violence Coalition



**TOWN OF BLACKFALDS
DIRECTOR QUARTERLY REPORT
INFRASTRUCTURE AND PROPERTY SERVICES**

OVERVIEW

1. With the COVID Pandemic reaching its peak, there has been a number of limitations that the department has overcome. We are excited that the numbers are lower and provincial mask mandates have been removed. We continue to accommodate for vaccine appointments, and we are excited to have our summer students back to catch up with outstanding summer works.
2. For second part of this quarter, the Department suffered some HR limitations due to a retirement and unplanned medical leave. The department has plans to backfill two full time positions and the department is not anticipated to be back to full capacity until September 2021.
3. We have completed the NW Stormwater Masterplan Environmental Appeal Board mediation and hearing, we now wait for the board and Ministers decision. See capital update below for further information.
4. The Environmental Stewardship Strategy is ongoing with a possible draft out for review soon.
5. The department has opened up Broadway Avenue gravel section to traffic.
6. The department has closed Broadway Avenue downtown as well as Leung Road south of the existing school site for capital project works. These detours will be in place for approximately 1-2 months while the underground works is completed.
7. The Director addended the Virtual Annual General Meeting for the Battle River Watershed Alliance.
8. Director, Infrastructure Services Manager, and AM/GIS Coordinator completed participation in the IAMA/RMA/AUMA Asset Management Cohort Program.
9. AM/GIS Coordinator, Jamie Hobbs, successfully completed the FCM Building Climate Resilience with Asset Management course.

PUBLIC WORKS OPERATIONS:

1. Review and award of Tandem Truck tender. Delivery of new truck anticipated for Q1 2022.
2. Continuation of lead management program activities including conducting water sampling throughout Town, and lead service lead inventory through volunteer participation. Approximately 70% of sampling completed. To date no lead above acceptable limits has been found.
3. Enforcement file related to Utility Bylaw infraction was completed.
4. Conducted annual sidewalk inspection for 2021. Anticipated posting RFP to APC within the next month.



**TOWN OF BLACKFALDS
DIRECTOR QUARTERLY REPORT
INFRASTRUCTURE AND PROPERTY SERVICES**

PLANNING AND DEVELOPMENT OPERATIONS:

1. The updated Land Use Bylaw is being reviewed and finalized. A future open house is to be planned for first reading. The fees and fines associated bylaw is also coming forward to coincide with the public hearing. We will then be focused on plans to start towards the Municipal Development Plan Update and Off-site Levies Bylaw.
2. Short-term and medium-term planning discussions ongoing.
3. Commercial and general inquiries are ongoing on basis. Detailed reviews for all applications ongoing, detailed reviews for MPC applications ongoing as well as review of Real Property Reports for Compliance Certificates.
4. Enforcement focus on Community Standards Bylaw, ongoing.
5. Annexation of the Soper Lands has started and will be ongoing.
6. Municipal Development Plan may be rescheduled later into 2022 based on priorities and human resources.

CAPITAL UPDATE:

1. Phase 2a and Phase 3 of the Wetland, Trunk and Outfall system has been started by DB Bobcat, they will be excavating Phase 3, the county section, in this quarter, starting in a couple of weeks, weather dependent. Winter construction to happen once frozen ground conditions occur east of McKay Pond.
2. North West Area Storm Water Management hearing was completed in June. Stantec's team of experts, our legal team and Alberta Environment and Parks provided excellent, professional support. We await the board's decision within 30 days, then can expect to see the Minister make decision within 60 days.
3. The Womacks / Gregg Street Road and Rail Improvements project going well, the majority of the first leg, the sanitary sewer, is completed. The new sidewalk along Lawton is completed. They will now focus on the stormwater intersection tie in at the north end. The detour road will remain until the underground waterline is installed along Westwood, then the stormwater system in front of the facility is installed. Once the underground works are completed, the pavement and curbs will be completed. CP rails work and the work at Highway 2A will be done in conjunction with the other service works.
4. Duncan Avenue the Leung Road upgrades – Phase 1 construction has started. Stantec and DB Bobcat have been doing good out there as well. The west half of the roadway underground is completed. The east side is progressing, work will focus on Leung then back to finish up Duncan Ave once the power lines are removed.
5. Operations Centre water and sewer services is out for tender.



**TOWN OF BLACKFALDS
DIRECTOR QUARTERLY REPORT
INFRASTRUCTURE AND PROPERTY SERVICES**

6. Review and award of Enterprise Asset Management Software Program RFP to PSD Citywide in April. Asset Management/GIS Coordinator and Asset Field Data Tech reviewing asset GIS and TCA data. Work Order Program will be piloted on Public Works department. The current citizen service request tool, See Click Fix, will be replaced with PSD's Citizen Request Portal program. Anticipated this will increase continuity and consistency of service requests across the organization. Timelines for implementation is this summer.

PROGRESS ON PROJECTS/PROGRAMS:

1. Undergoing land survey and easement approvals for the old landfill project. Anticipate timeline for conducting environmental investigation work scheduled for September 2021.
2. Spring clean-up was a success with more pickups than ever, seasonal yard waste pick up is underway. Fall Clean-up will be scheduled for week after Thanksgiving. Leaf and yard waste program pick-up end the last full week of October.
3. Utility Bylaw rates were reviewed, discussed, and updated as per the 2021 budget plans.



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT CORPORATE SERVICES

Corporate Services Department

Finance

- The Finance team went through the exercise of working in their backup positions they support throughout this past month. Accounts Receivable, Account payable, taxes, bank rec. and payroll all were performed by the back up team member. This exercise was to ensure the back up person is comfortable and capable of fulfilling the key activities of the role in the event of a team member absent.
- The Civic Centre is closed to the public, but financial services are continuing to complete work timely and accurately as per usual.
- Tax invoice preparations were completed; printed & mailed once the Tax rate by-law was passed.
- GFOA Tax session – virtual information – 2 clerks attended
- Payroll – Excel session – Payroll Clerk attended
- Completed Modules 6,7,8 of Election Training with Municipal Affairs. Planning continues with City of Red Deer.
- Completed Quarter 1 report of the financial variance for operations, variance analysis, and capital project reports.
- Continue to complete and finalize the year end audit entries, adjustments for the audited statements in Diamond software. Including project accounting adjustments, and TCA inputs – which are not finalized until after the audit is complete.
- AMSC Mid Year Benefit Review
- Diamond software upgrades have been completed
- Finance assisted with the new Recreation software implementation at the Abbey Centre
- Purchasing and Credit Card Policy updates completed
- Budget planning has begun, established budget timeline, and preliminary work on budget updates, planning meetings and discussions have commenced
- Filed the Statistical information Return on time
- Participated in the Women and minorities in politics meeting giving an update on the election process.

Records Management

- Participated in 1 webinar- Real-world Challenge: Managing Data at Scale
 - Organized and shelved 40 boxes of financial records at Operations Facility
 - Completed inventory and boxing of defunct contracts and agreements from the vault
 - Continued build-out of functional file plan
 - Professional Development with online webinars and three-day virtual conference
 - Staff Training with FOIP/Procedures
 - Participated in 2 webinars – How to Gain Insight into ALL of Your Information and Cleaning Up Your Shared Drive
 - Requested Recordpoint tenant reset to re-establish System Administrator rights
 - Reviewed Managing Records in Microsoft SharePoint (book) by Bruce Miller
-

- Began clean-up of existing SharePoint structure
- Continued build out of functional file plan

IT

- Worked with Microage to create a Full Backup retention & schedules for onsite & offsite backups
- Finalizing the Network & Security Assessment with Microage. Expect a full report back next week.
- Welcome & Training for Marco Jadie IT Tech Support. Marco has been a huge asset and we are very appreciative of his hard work, determination & support.
- Continuing computer replacement rollouts, Daily trouble shooting, office relocations and 17 New Employee / Summer students Setup
- Started WatchGuard Firewall upgrades for all locations
- Multiplex IT Requirements working with Delnor & subcontractors
- Gathering requirements & planning for our GP upgrade prior to July 2021
- Reminders to all staff regarding the importance of Cyber security & quick tips. IT will continue to send out more training & information
- Password Policy changes and recommendations to roll out to all staff. Once finalized, we will notify all staff prior to executing any changes.
- Firewall upgrades for each remote site
- Disabled Guest WIFI Access in all our facilities until we can reconfigure with guest access correctly segregated into its own private network with content filtering.
- Preparation for Diamond upgrade in July
- IT maintenance to the Council Chambers ready for in person meetings
- Completed 138 IT help Tickets.

Marketing & Communications

April 2021

Projects

- | | |
|--|---|
| <ul style="list-style-type: none"> • Property Taxes | <ul style="list-style-type: none"> • Website development |
| <ul style="list-style-type: none"> • Election 2021 | <ul style="list-style-type: none"> • Communications Plan |

Social Media Promotions

- | | |
|---|---|
| <ul style="list-style-type: none"> • Street sweeping | <ul style="list-style-type: none"> • Council Meetings |
| <ul style="list-style-type: none"> • Throwback Thursdays | <ul style="list-style-type: none"> • Communications Survey |
| <ul style="list-style-type: none"> • Fitness Classes | <ul style="list-style-type: none"> • Lacombe Fire restrictions |
| <ul style="list-style-type: none"> • Job Postings | <ul style="list-style-type: none"> • Group fitness cancelled – Covid provincial restrictions |

- Postpone registration date of May 1 for Camp Curious and Aquatic lessons.
- Vaccine Update
- National Volunteer Week
- Compost Awareness
- Road Closure
- Easter message/closure
- Land Use Bylaw addendums
- Pen Pal program
- Servus Credit Union Library announcement
- Yard Waste/Spring Cleanup
- Library 50/50 raffle
- Conservation -don't clean your garden yet
- Community Garden program
- Bridge inspection CN rail
- Mobile unit removal RFP
- Volunteer Awards
- Blackfalds Youth Week
- Earth Day
- Drive in Movie
- Recycle Round Up
- Yard Waste
- Women and Minorities in Politics Committee (WMP)
- RV Dump station now open
- Drop-in Outdoor Fitness

Events

- Women and Minorities in Politics Information Forum
- Volunteer Awards (virtual)

Design Requests

- Tennis Courts open signage
- Youth Week Poster Schedule
- VIP Snack Coupon

Website Updates

- Election 2021
 - Request for Proposals
 - Programs Calendar
 - Public Notices
 - Street sweeping
 - Web home page slider
 - Notices of proposed development
 - Property Tax Calculator rates
-



TOWN OF BLACKFALDS DIRECTOR QUARTERLY REPORT CORPORATE SERVICES

Blogs

- Mayors Blog - review and edit where applicable
- News Blog – media releases

Media Releases

- Women and Minorities in Politics
- Servus Credit Union Library announcement

Newsletters

- Abbey Centre
- Talk of the Town – Review/Edit Councillor's Corner
- Volunteer – review and edit where applicable

Photo and other Media Requests

- Servus Credit Union Library announcement
- Volunteer Awards

Administration

- Credit Card reconciliation
-

May 2020

Projects

- Website development
- Women & Minorities in Politics Survey
- Step Energy Sponsorship Wall Presentation
- Bike Skills Park Facebook Page

Social Media Promotions

- Modest Tax increase
- International Compost Awareness Week
- Emergency Preparedness Week
- Spring Clean Up
- Women & Minorities in Politics Survey
- Broadway North back open
- Road Closure 5208 Queens Cr.
- Child Safe Canada Home Alone Safety Course
- Notices of Decision
- Bike Skills Park Maintenance
- Seniors week
- Testing drinking water for lead
- National Lifejacket Day - May 20 2021
- Summer Flourish Market Vendors Wanted
- Regional Relief and Recovery Fund
- Throwback Thursdays
- Job Postings
- Council Meetings
- Environmental Appeals Board Water Act hearing
- Fitness Classes cancelled – Covid
- Together All App
- Broadway Ave Open
- Federal Census
- Queens Cres closure
- Drive-in Movie cancelled
- Run for Council – Election 2021
- Vista Trail and Leung road construction
- Tayles Water Spray Park open
- Open for Summer plan
- Community Garage Sale
- Municipal Census 11,015
- Clean Air Day

Events

- Women in Politics Information Session
 - Community Garage Sale
 - Drive-In Movie - cancelled
-

Design Requests

- Blackfalds Youth Week Bingo
- Ball Diamond Signs
- Updated Covid signage
- Tax changes, newspaper ad
- Proclamation Template

Website Updates

- Public Notices
- Street sweeping
- Web home page slider
- Property Tax Updates
- Job Postings
- Womacks Rd & Gregg Street
Realignment and Parking Lot

Blogs

- Mayors Blog - review and edit where applicable
- News Blog – media releases

Media Releases

- Thank You Blackfalds Lunch Box
Sponsors
- Council Proclaims February as Black
History Month
- Winterfest Cancelled
- Blackfalds Municipal Census
- Fight for Registries Office continues

Newsletters

- Abbey Centre
- Talk of the Town – Review/Edit Councillor's Corner
- Volunteer – review and edit where applicable

Photo and other Media Requests

- Eagle Builder Tours
- Abbey Centre Drone Shots

LED signs

- Library Info

Administration

- Marketing Coop Student Job Description update
 - RFP review and ranking
-
-
-

June 2021

Projects

- Step Energy Sponsorship Wall Presentation
- Website Development – Weekly Audit Report
- Website Manual
- Communications Plan
- Elections 2021
- All-Net Connect Training

Social Media Promotions

- Registration Camp Curious and swim lessons
- Bike Skills Park Open / FB page
- Lowered flags for 251 graves found
- Committee & Board Information Session 2 - Outside Committees & Groups
- Womacks Rd & Gregg Street Realignment and Parking Lot
- Job Postings
- Abbey Memberships Resume
- Property Taxes Due June 30
- Playground design survey
- Abbey re-opening
- Pool open July 1
- Regional Relief Fund
- Drive-in movie
- Senior's Week
- Council Meetings
- Slo-pitch season and schedule
- Blackfalds Days Fireworks
- Camp Curious Mini cancelled
- Fresh Air Art
- Arena Parking lot road closure/construction starting
- World Elder Abuse Awareness Day
- Breaking Barriers – guest speakers
- Father's Day
- Historical Society Walking Tours
- Summer Flourish Market
- National Indigenous Peoples Day
- Summer Culture Series
- McKay Ranch Outdoor Aquatic Centre open
- Concrete pouring of rink
- Face covering bylaw repealed
- Canada Day

Events

- Volunteer Drive In Movie
 - Summer Culture Series
-

- Women in Politics Info Forum

Design Requests

- Communications Survey Ad

Website Updates

- | | |
|--|---|
| • Camp Curious Updated Info | • Removal of Covid Closures |
| • Permits Applied | • Remove Camp Curious brochure and update information |
| • Elections | • Request for Proposal |
| • Update Slo-pitch schedule and rules for teams to view. | • Recycle 4 Reward |

Blogs

- Mayors Blog - review and edit where applicable
- News Blog – media releases

Media Releases

- | | |
|---------------------------------------|---|
| • Blackfalds designates Exchange Zone | • Town Requesting Feedback for Draft Land Use Bylaw |
| | • Public Notices |

Newsletters

- Abbey Centre
- Talk of the Town – Review/Edit Councillor's Corner
- Volunteer – review and edit where applicable

Photo and other Media Requests

- | | |
|--|---|
| • Eagle Builders Centre Tours | • Walk about around Town – photos for new website |
| • Request for Stock photos | |
| • Timelapse of concrete slab pouring – Eagle Builders centre | • Teacher awards presentations with Mayor |
| • High resolution photos of Blackfalds | |
-



**TOWN OF BLACKFALDS
DIRECTOR QUARTERLY REPORT
CORPORATE SERVICES**

LED Signs

- Library Open to Public

Administration

- Credit Card Reconciliation



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

MEETING DATE: July 13, 2021

PREPARED BY: Darolee Bouteiller, Manager of Corporate Services

SUBJECT: Special Ballots Information

BACKGROUND:

The Town of Blackfalds will be holding a Municipal and School Board Trustee Election on October 18, 2021. At the June 8 Regular Council Meeting, Council requested further information on the Town of Blackfalds providing special ballots (also known as mail-in ballots). The *Local Authorities Election Act* requires that a formal resolution be passed to provide special ballots to residents for the 2021 election.

DISCUSSION:

Special ballots (mail-in ballots) have been an important consideration during COVID-19, and Administration is preparing for the Election as if the pandemic will still be ongoing in 2021. Unfortunately, *LAEA* legislation does not provide an option to provide a special ballot for those who are isolating due to sickness or being noted as a close contact. Special ballots are only allowed for a very limited amount of residents, per the following *LAEA* regulations:

Vote by special ballot 77.1

(1) An elector who is unable to vote at an advance vote or at the voting station on election day because of

- (a) physical disability,
- (b) absence from the local jurisdiction, or
- (c) being a returning officer, deputy returning officer, substitute returning officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence.

Although the options that allow you to request a special ballot package are limited, Administration cannot refuse to send out a special ballot package that has been requested by an elector.

To receive a special ballot package, a resident would have to fill out form 22 (request for special ballot package), which Administration would provide online and at the Civic Centre. The elector would have to provide personal information such as name, address, phone number, email, and mailing address where the ballot is to be sent to.

The special ballot package is made up of multiple envelopes. The package will contain form 25 (special ballot certificate envelope form) which will need to be returned to the municipality and form 24 (special ballot voting instructions) as well as information on acceptable voter identification. There will be one envelope to mail out the package, one with a return address to the Town of Blackfalds, one to put your ballots (in sealed envelopes) into, which will not be opened until Election Day (October 18). These packages will need to be returned by Election Day.



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

Administration is concerned about the time it will take to send out and get back the special ballot package. Candidates will be finalized on September 22, after which the ballots will take some time to be printed and shipped. Administration will have to include the ballots in the special ballot package which will then have to be mailed out, filled out by the elector with a photocopy of some form of acceptable ID, and then be mailed back to staff. With the postal service being very slow as of late, it will mean residents and Administration will have tight timelines.

FINANCIAL IMPLICATIONS:

The approved 2021 Budget contains \$30,000 in Election expenses to be transferred from operating reserves. The provincial government will also be supplying a grant in the amount of \$22,000. Including special ballots as an option for the 2021 Election will mean additional costs for supplies and postage fees for the mailing out and return of these packages.

ADMINISTRATIVE RECOMMENDATION:

1. That Council provide direction to Administration on including special ballots in the 2021 Election.

ALTERNATIVES:

- A) That Council move to provide special ballots for the 2021 Election.
- B) That Council move to accept this report as information.
- C) That Council refer this item back to Administration for further review.

Attachments:

- *Form 22*
- *Form 24*
- *Form 25*

Approvals:



CAO Thompson

Request for Special Ballot Package

Local Authorities Election Act
(Section 77.1)

Note: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under section 77.1 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact _____

Title of the Responsible Official

Business Phone Number

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

ELECTION DATE: _____

VOTING SUBDIVISION OR WARD (if Applicable) _____

VOTING STATION: _____

I, _____ of
Printed First Name and Surname

Complete Municipal Address and Postal Code

request a Special Ballot package which will include one of each of the following ballots:

- Please select: ☐ A Public School Trustee
☐ A Separate School Trustee
☐ Chief Elected Official
☐ Councillors
☐ Bylaw or Question

Please select one: (Election official to fill in if application is made by telephone.)

- ☐ I would like my Special Ballot package sent by regular mail to the following address:

Complete Address to Which the Application will be Mailed, Including the Postal Code

- ☐ I will arrange for my Special Ballot package to be picked up during regular office hours. I would like my package held for pick-up.

Date of Request

Contact Telephone Number: _____ Contact Email Address: _____

- Reason why a special ballot is requested: ☐ physical disability
☐ absence from the local jurisdiction
☐ being a returning officer, deputy returning officer, constable, substitute returning officer, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence

Special Ballot Voting Instructions

You are eligible to complete a Special Ballot if you are unable to vote at an advance voting station or at the voting station on Election Day due to:

- physical disability;
- absence from the local jurisdiction; or
- being a returning officer, deputy returning officer, substitute returning officer, constable, candidate, official agent or scrutineer who may be located on Election Day at voting station other than that for the elector's place of residence.

1. Mark an "X" in the space provided on the right hand side opposite the name of the candidate(s) of your choice, or, if a blank ballot, mark the ballot by printing the name of the candidate(s) of your choice in the space provided with a pen or pencil. The ballot indicates the maximum number of candidates that can be voted for. You may vote for less than the maximum number, but not for more.
2. Place all ballot(s), marked or not, in the Special Ballot Envelope and seal the envelope.
3. Place the Special Ballot Envelope in the Special Ballot Certificate Envelope.
4. Complete and sign Part I of the Special Ballot Certificate Envelope and seal the envelope.
5. Attach a photocopy of your identification to the Special Ballot Certificate Envelope. Your identification must be one or more of _____
List Acceptable Forms of Identification
as required by section 53 of the *Local Authorities Election Act*.
6. Place the Special Ballot Certificate Envelope in the Outer Mailing Envelope and seal the envelope.
7. It is your responsibility to ensure that this Outer Mailing Envelope, complete with all prescribed contents, arrives at the office of the returning officer prior to _____ on Election Day, which is:
Time
Election Day: _____ (Date to be entered by Returning Officer)
Day Month Year
8. Failure to complete any of these steps may invalidate your ballot.

Note: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 53 and 77.2 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact _____

Title of the Responsible Official _____

Business Phone Number _____

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

ELECTION DATE: _____

VOTING SUBDIVISION OR WARD (if applicable) _____ VOTING STATION: _____

Part I To be completed by Elector**Statement of Elector Eligibility**

I, _____ of _____
Name of Elector Complete Address and Postal Code

am eligible to vote at the above mentioned election because:

- I have not voted before in this election;
- I am 18 years of age or older;
- I am a Canadian Citizen;
 - (a) My place of residence is in the Voting Subdivision or Ward on Election Day;
 - or
 - (b) I am named on the Certificate of Title as the person liable to pay property taxes for property within the summer village or I am the spouse or adult interdependent partner of the person named;
- I have provided the required proof of eligibility as required by Section 53 of the *Local Authorities Election Act*;
- I am entitled to receive a Special Ballot in accordance with sections 77.1 and 77.2 of the *Local Authorities Election Act* because I will not be able to attend advance voting stations, if any, or the voting station established for my local jurisdiction, due to physical disability, absence from the local jurisdiction or being a returning officer, substitute returning officer, deputy returning officer, constable, candidate, official agent or scrutineer.

I declare that the above statements are true.

DATED at _____ this _____ day of _____, 20____
Complete Address and Postal Code, Where Special Ballot Certificate Envelope is Received Date Month Year

Signature of Elector _____

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**Part II To be completed by Returning Officer****Check**

- ☐ Name of the individual recorded on the front of envelope is recorded in the Special Ballot Voting Register.
- ☐ Part I is properly completed.
- ☐ Elector's identification meets the requirements of section 53 of the *Local Authorities Election Act*.
- ☐ Special Ballot Certificate Envelope IS accepted.

OR

- Special Ballot Certificate Envelope IS NOT opened because:
- ☐ Part I is not properly completed, Elector's identification does not meet the requirements of section 53 of the *Local Authorities Election Act*, or
- ☐ Received after the close of voting stations on Election Day.

Date and Time Received _____

Initials of Returning Officer _____



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

MEETING DATE: July 13, 2021

PREPARED BY: Darolee Bouteiller, Corporate Services Manager

SUBJECT: Community Engagement for the 2022 Budget

BACKGROUND:

The budget preparation process requires a means of community engagement to give citizens opportunities to express input into the town Budget. Community engagement can be a great resource for ensuring the town services and activities align with citizen expectations. It can also be a great means of communication between Council and citizens.

In the past The Town of Blackfalds has used several different means of community engagement: an interactive survey with Citizen Budget, an in-house survey, attending an open house at the Community Information Expo, and Budget Week.

Administration is seeking direction from Council on what form of engagement they would like to participate in this year.

DISCUSSION:

For Council's consideration, here is a brief overview of the options being presented for community engagement for the 2022 Budget.

Survey: The main goal in conducting a survey is to enable citizens to indicate their level of satisfaction with various service levels of Town operations and provide feedback on proposed tax changes. By conducting an in-house survey, we can create questions designed to obtain information from citizens that will assist Council in setting priorities for the Budget. The goal will be to ask for feedback on levels of services provided by the town, if there is an increase, decrease or keep the service levels the same. The premise being that any increase in service levels would have a subsequent increase in cost, and any decreased service levels would potentially decrease cost. The intent of this survey is to keep it short enough to receive high levels of participants complete it through to the end and engage a broad range of citizen demographics. This form of survey would be designed by staff and promoted through social media. To meet the budget preparation timelines, the survey would need to be conducted during the last two weeks of August, with survey results available to report back to Council on September 14.

In the past the Town has conducted a survey with Ethelo, Citizen Budget. This approach had residents access an online interactive platform that serves as an educational and interactive budget tool to demonstrate how budget decisions will affect their own personal tax bill with real time feedback. If they increased or decreased service levels, the tax bill would be increase/decrease in direct proportion to the cost of the service. This format also used imbedded links that when followed, would open more information screens to help educate citizens on specific town services. When the survey is complete, a full report is sent back to the municipality, with comments that citizens have made. Preparation of this



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

questionnaire can take staff two or three weeks, and cost to the platform provider are approximately \$3,000, not including staff time. The Town used Citizen Budget for four years; 2017 – 2019, and again last year for 2021 budget planning. Each time Citizen Budget was used there was disappointment in the number of responses received. The program has undergone modifications, so the tax calculator feedback is not available for citizens as they work through the survey, only after they finalize their results. The Citizen Budget is more in-depth (therefore more time consuming) and there has been less people complete the survey and submit results.

The responses to the Citizen budget and the In-house survey were:

<i>Budget Year</i>	<i>Visitors</i>	<i>Responses</i>
<i>Citizen Budget 2017</i>	643	195
<i>Citizen Budget 2018</i>	Not Available	63
<i>Citizen Budget 2019</i>	3,794	105
<i>In- House Survey 2020</i>	Not Available	245
<i>Citizen Budget 2021</i>	284	123

Due to the citizen budget platform being more expensive, requiring a huge demand on staff time preparing the platform, and because we do not get higher participation levels, Administration is not recommending using the Citizen Budget survey. Instead, feedback from an inhouse survey is recommended.

Open House: Due to the COVID–19 pandemic last year we were unable to participate in an open house format of community engagement. If the relaxed restrictions are maintained, participation in an open house is recommended.

The “open house” format in the previous years has taken place during the Community Information Expo held mid-September, this year the event is scheduled for September 13, at the Community Centre. This Town held event is a face-to-face opportunity for citizens to discuss budget issues directly with Council. Town Council booth includes draft budget and capital projects information. Council members are available to discuss issues or concerns directly with citizens as they arrive at the Expo. This format provides an opportunity for networking and gives a personable approach for discussions and for feedback from residents.

In addition to the Community Information Expo, there may be other open house format opportunities as in the Flourish Summer Market or during Culture Days in September.

Budget Week: Due to the COVID-19 pandemic in 2020, Administration discussed options for a virtual engagement. The option of Budget Week was presented as an alternative to the Community Info Expo. Budget Week included daily information about various departments, services, funding, etc. The intent was to encourage discussions and keep residents informed about the impacts of budget decisions. A series of short videos were created by our marketing team and posted on our YouTube Channel.

This approach utilized technology and social media communications, but the engagement with citizens was not comparable to the engagement with a face-to-face discussion, as would be with an open house. Without pandemic restrictions, Budget Week 2021 is not



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

recommended due to extreme demands on Town resources, and low levels of engagement. However, we could utilize some of the videos created in the past, to promote budget discussions and participation in the budget survey on our social media page.

It is also noted, that all budget discussions with Council are open to the public to attend in person or either through the live streaming.

FINANCIAL IMPLICATIONS:

Citizen Budget would cost \$2,950, plus costs of town staff time and additional expenses for utilizing additional services such as dashboard analytics, reporting and training.

Financial costs of creating an in-house survey would be a cost of staff time for development of the survey, data analysis and promoting the survey through our existing social platform.

Cost for attending the Community Information Expo, in addition to staff time are costs of about \$500 for display poster boards.

Costs for interactive citizen engagement Budget week is staff time for development of the program Q& A, filming, and editing.

Based on the past results of the surveys and the costs associated with each, Administration is recommending utilizing the in-house survey process and the Community Information Expo Open house.

ADMINISTRATIVE RECOMMENDATION:

1. *That Council approve proceeding with an in-house budget survey.*
2. *That Council approve participation in the Community Information Expo.*


ALTERNATIVES:

- A) *That Council does not accept the Community Engagement process as recommended.*
- B) *That Council refer one or more of the recommendations back to Administration for further review.*



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

Approvals:



CAO Myron Thompson



Department Director/Author



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

MEETING DATE: July 13, 2021

PREPARED BY: Rick Kreklewich, Abbey Centre Manager

SUBJECT: Proclamation – National Drowning Prevention Week –
July 18-24

BACKGROUND:

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 the drowning that, unfortunately, takes the lives of many people across the country every year.

DISCUSSION:

Water safety education reaches far beyond the confines of the McKay Ranch Outdoor Aquatic Centre at the Abbey Centre, as many people either live near water or participate in recreational activities on or around water throughout the year.

Even though aquatic activities, where the person intends to be in the water, are the most common type of activity resulting in a fatality; it is important to keep in mind that there are many other ways people drown each year including boating, unintentional entry (i.e. falling), canoeing/kayaking, fishing from land, diving/jumping, etc.

According to the Lifesaving Society's 2019 Canadian Drowning Report, over 400 Canadians drown each year. This statistic reinforces the need for ongoing action and attention to prevent drowning. Preventable water-related fatalities are still occurring.

The Abbey Centre along with Marketing & Communications are working on a campaign that will run during National Drowning Prevention Week to add awareness and remind the community to be safe around in, on or near water.

FINANCIAL IMPLICATIONS:

None

ADMINISTRATIVE RECOMMENDATION:

1. That Council move to proclaim July 18 to 24, 2021 as National Drowning Prevention Week in the Town of Blackfalds.

ALTERNATIVES:

- A) That Council does not move to proclaim July 18 to 24, 2021 as National Drowning Prevention Week in the Town of Blackfalds.



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

B) That Council refer this item back to Administration for further consideration.

Attachments:

- *2021 National Drowning Prevention Week Proclamation*
- *Alberta Drowning Report 2020 Edition*

Approvals:



CAO Myron Thompson



Department Director/Author

Proclamation

WHEREAS,

the mission of the Lifesaving Society Canada is to prevent drowning throughout this great country. Even one drowning in Alberta is one too many; and

WHEREAS,

most drownings are preventable in a Water Smart community, and only through Water Smart education and a healthy respect for the potential danger can we genuinely enjoy the beauty and recreation opportunities offered by these bodies of water; and

WHEREAS,

the Lifesaving Society urges Canadians and residents of Blackfalds, Alberta to supervise children who are in and around the water, to refrain from drinking alcoholic beverages while participating in aquatic activities, and to always wear a life-jacket when boating; and

WHEREAS,

the Lifesaving Society Canada has declared July 18-24, 2021 National Drowning Prevention Week to focus on the drowning problem and the hundreds of lives that could be saved this year.

NOW THEREFORE,

on behalf of Council, I, Mayor Poole of the Town of Blackfalds, do hereby proclaim the week of

July 18 - 24 2021 to be **National Drowning Prevention Week**

Proclaimed on Tuesday, July 13, 2021

Mayor Richard Poole

BLACKFALDS
ALBERTA



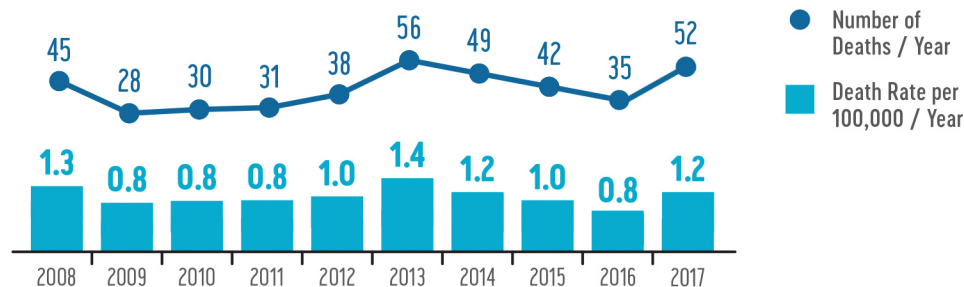
LIFESAVING SOCIETY®
The Lifeguarding Experts

DROWNING Report

Prepared for the Lifesaving Society by the Drowning Prevention Research Centre Canada

This infographic summarizes the most recent data on water-related fatalities available from the Office of the Chief Medical Examiner for Alberta. With the exception of the first chart, all data refers to the most current five-year period, 2013-2017.

ALBERTA WATER-RELATED FATALITIES AND DEATH RATES, 2008-2017



WHO IS DROWNING?



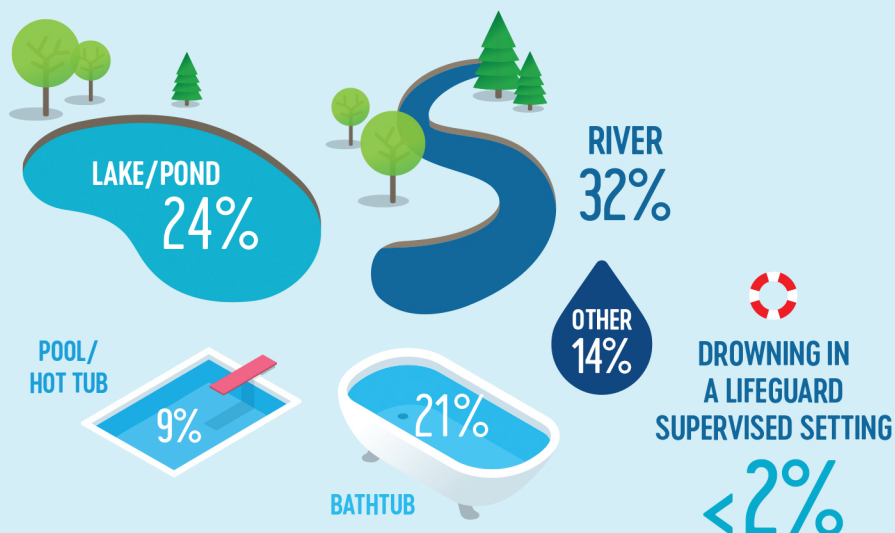
Age: 15-19
8%
[1.5*]

Age: 50-64
23%
[1.4*]

Age: 65+
15%
[1.4*]

* Death Rate per 100,000 / Year

WHERE?

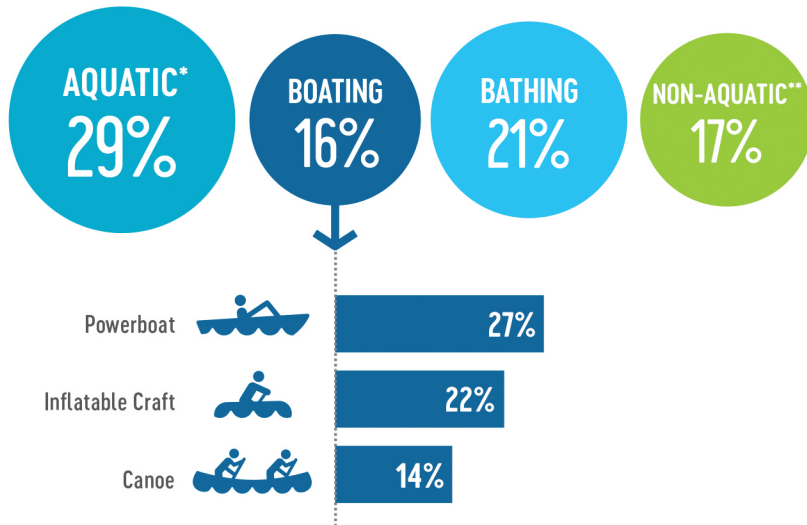


WHEN?

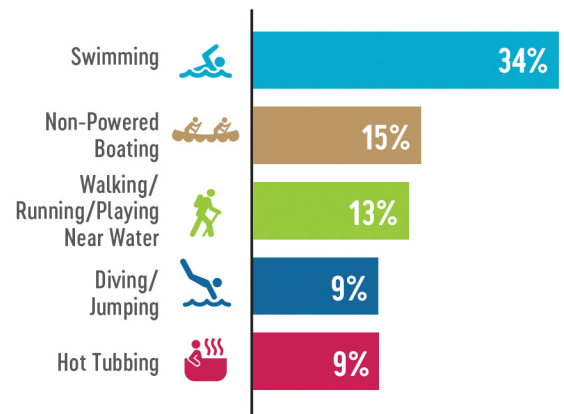
60%
OF DROWNINGS
OCCURRED FROM



? WHAT WERE THEY DOING?



WATER-RELATED FATALITIES BY MOST COMMON RECREATIONAL ACTIVITY



*The person intended to be in the water (e.g. swimming/wading)

**Unintentional fall into water (e.g. walking/biking/working near water and fell in)

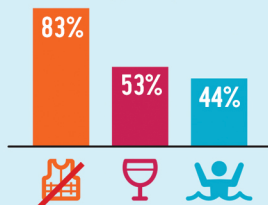
! WHY? RISK FACTORS

CHILDREN <5 YEARS

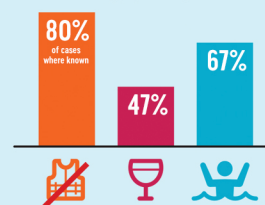


100%
Supervision Absent
or Distracted

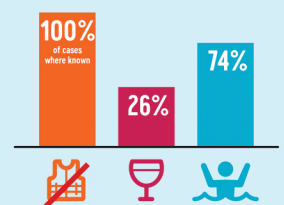
YOUNG ADULTS 15-34 YEARS



MIDDLE-AGED ADULTS 35-64 YEARS

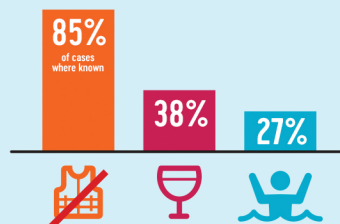


OLDER ADULTS 65+ YEARS

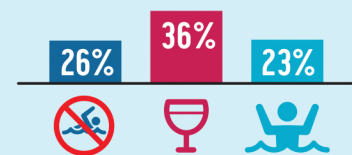


- Not Wearing a PFD
- Alcohol Consumption
- Alone
- Weak or Non-Swimmer

BOATING



SWIMMING



METHODS:

Water-related death data is extracted from the office of the Chief Coroner or Medical Examiner for each province and territory. Data is collected for all deaths resulting from incidents "in, on or near" water. "Near water" incidents were included if the intent was closely related to water-based recreational, vocational or daily living activity. The data includes only unintentional deaths, not deaths due to natural causes, suicide, or homicide.

ACKNOWLEDGEMENTS:

We gratefully acknowledge the support, co-operation and efforts of:

- The Chief Coroner's and Medical Examiner's Offices in each province/territory, who permitted and facilitated confidential access to coroner's reports on unintentional water-related deaths.
- The volunteers who contributed their time and energy to extract data from the files.

CONTACT US:

The Drowning Prevention Research Centre is the lead agency for drowning and water-incident research in Canada.
Tel: 416-490-8844, Email: experts@drowningresearch.ca

Lifesaving Society Alberta and Northwest Territories
Tel: 780-415-1755, Email: experts@lifesaving.org
www.lifesaving.org



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

MEETING DATE: July 13, 2021

PREPARED BY: Laura Thevenaz, Infrastructure Services Manager

SUBJECT: Replacement of Blackfalds Connect with Citizen Request Portal

BACKGROUND:

Since the award for the new Enterprise Asset Management (EAM) Software Program was brought forward to and approved by Council on April 27, 2021, Administration has made great progress in furthering asset management for the Town. The project was awarded to PSD City Wide Inc.

As the Town moves forward with advancing its understanding of the expansive capabilities the PSD City Wide, we continue to look for opportunities to streamline operational and administrative efficiencies in a consistent manner across the organization.

DISCUSSION:

The implementation of a citizen reporting program that integrates with the existing asset management and work order system will allow increased operational efficiencies, and enhanced services for our community. A work order system complimentary to an asset management software solution, will enhance the long-term sustainable planning for our assets. A robust work order system can allow for the tracking of materials, equipment, and resources used for the repair or maintenance of a specific asset. This can allow the Town to identify full lifecycle costs associated with assets on a granular level.

EXISTING BLACKFALDS CONNECT

The Town currently utilizes Blackfalds Connect (provided by SeeClickFix) as its non-emergency reporting program for Blackfalds residents. Through a link provided on the Town's website, residents can submit their concerns through Blackfalds Connect on an externally hosted site. Residents also have the option to submit their complaints through the Blackfalds Connect app on their smart phone.

CITIZEN REQUEST PORTAL

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. However, because the CRP is integrated into the EAM Work Order system, a service request and work order (if required) can be created. If the request is related to a specific asset, a work order will be created. Work orders will be designed to track materials, equipment and resources required to address the asset issue. This information will then be utilized to monitor the ongoing operations and maintenance costs associated with that specific asset in the Asset Management software program.



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING COUNCIL REPORT

Residents submit their concerns through CRP on an embedded iframe on the Town's website.

The following table includes a comparison of the features of SeeClickFix and the proposed Citizen Request Portal.

	SeeClickFix	Citizen Request Portal
Online submission	Yes – taken to third party site	Yes – embedded as iframe on Town site
Privacy	Residents can comment on other residents submitted concerns. Has resulted in this becoming a platform to complain about neighbours and anonymous people join in to complain about issues	Submission goes only to Town and person who submitted concern.
Annual Fees	\$6,211.80 USD (approximately \$8,000)	\$1,900
GIS Viewer	Yes (typical for larger municipalities)	No (comparable to similar communities near Blackfalds).
Includes app for smart phone	Yes	No. However, users are able to access the Town website through personal phone.
Ability to integrate with asset management to track ongoing operations and maintenance costs associated with specific assets	No	Yes
Ability to create a service request or work order through an asset management software program	No	Yes

Administration acknowledges there will be a minor reduction in the level of service with moving from SCF to CRP, but believes the benefits of increased privacy is important.

COST COMPARISON

Annual fees for SeeClickFix are \$6,211.80 USD (approximately CAD \$8,000 per year). In comparison, the annual fees for the Citizen Request Portal is \$1,900, resulting in an annual savings of approximately \$6,000.



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

SCHEDULE:

The Citizen Request Portal would be implemented concurrently with the work order system and anticipates it to be fully operational by late summer 2021, though could be earlier. Until the CRP is fully operational, Blackfalds Connect will continue to be utilized.

FINANCIAL IMPLICATIONS:

Licencing, Implementation and Training fees will be \$9,300 with an additional annual maintenance and support fee of \$1,900 for the Citizen Request Portal provided through PSD City Wide Inc.

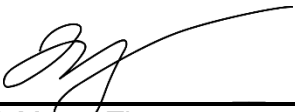
ADMINISTRATIVE RECOMMENDATION:

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

Rural Red Deer Restorative Justice Program



June 24, 2021

Dear William Taylor

This letter is in follow-up to the discussion held at the Rural Red Deer Restorative Justice Community Advisory Council on June 10, 2021, regarding venue acquisition for Restorative Conference meetings between young offenders, those they harmed, their support persons, the RJ facilitators and the RCMP officer who referred the case and the suggestion to bring a request for the potential use of a community space to the Blackfalds Town Council.

The RRD RJ Program is a non-profit society that is only able to provide service to the community through volunteer commitment and community support. Both Saint Gregory the Great and Iron Ridge schools have graciously offered the use of their buildings to host RJ conferences and for the majority of cases, these venues are appropriate and work well. There will be times when for a variety of reasons, a school setting is not appropriate however and we are hoping that the Town of Blackfalds might be able to offer a no-charge alternative. The space would need to be able to accommodate between 10-15 people and be available during weeknight evenings or during the day on a weekend. There would also need to be a process to access the space during these off-hours. The location that was suggested by the RRD RJ Community Advisory council, should the Blackfalds Town Council be supportive, is the Blackfalds Protective Services Building. However, any space that Town Council might suggest that is available at no cost to the program and is able to accommodate the above requirements would be truly appreciated.

Thank you for your taking this request to the Blackfalds Town Council for consideration.

Sincerely

Debbie Leitch
Program Coordinator

From: [Myron Thompson](#)
To: [Kalina Van Winssen](#)
Cc: [Sean Barnes](#)
Subject: FW: AUMA Municipal Award Nominations
Date: July 7, 2021 10:46:32 AM
Attachments: [image008546.png](#)
[image434335.png](#)
[image456912.png](#)
[image579429.png](#)

Please include as an information item on next weeks agenda please

Myron Thompson

Chief Administrative Officer

[Town of Blackfalds](#)

Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.6255
F: 403.885.4610

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

From: Exec. Assistant on behalf of Dan Rude <EA_DRude@auma.ca>

Sent: July-06-21 5:09 PM

To: Myron Thompson <MThompson@blackfalds.com>

Subject: AUMA Municipal Award Nominations

Good afternoon,

Don't miss the opportunity to nominate a municipal leader in your community for a 2021 AUMA Award! **Award nominations must be submitted by August 13, 2021.**

AUMA's Awards recognize individuals and teams who have made extraordinary contributions to their communities. Eligible nominees must be from a current or past regular member municipality.

AUMA Awards

These awards will acknowledge and congratulate leaders who have demonstrated innovation and distinction in their respective municipalities and communities. The following awards will be presented:

Award of Excellence

Recognizes past and present elected municipal officials with outstanding civic leadership who has held office for at least three years in Alberta. Download the nomination form [here](#).

Distinguished Service Award

Recognizes an elected official who has served 20 or more years in one or more Alberta municipalities. Download the nomination form [here](#). Download the nomination form [here](#).

Dedicated Chief Administrative Officer Award

This award recognizes long-term excellence and dedication to municipal government and chief administrative management. Download the nomination form [here](#).

Dedicated Senior Municipal Team Award

This award acknowledges an outstanding municipal team that demonstrated excellence and dedication to a municipal government. Download the nomination form [here](#).

Municipal Environmental Award

This award recognizes AUMA member municipalities that have demonstrated excellence in environmental practices in their municipal operations, administration, and governance. The Municipal Environmental Award is presented each year to an AUMA member municipality with a population of 2,500 or less; an AUMA member municipality with a population of 2,500 to 10,000; and an AUMA member municipality with a population of 10,000 and above. Download the nomination form [here](#).

Best regards,

Dan Rude | Chief Executive Officer

ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: [780.431.4535](tel:780.431.4535) | C: [780.951.3344](tel:780.951.3344) | E: drude@auma.ca
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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Stettler Business and Tourism Centre
6606 – 50th Ave
Stettler, AB T0C 2L2

Phone (403) 742-3181
Fax (403) 742-3123
1-877-742-9499 TOLL FREE
E-mail: dmorris@stettlerboardoftrade.com

June 23, 2021

Dear Richard Poole;

Re: Stettler Steel Wheel Stampede Parade & Dignitary Luncheon

On behalf of the Stettler Regional Board of Trade & Community Development, I would like to extend an invitation to you or an alternate, to participate in our 12th annual Steel Wheel Stampede Parade. This year our parade is taking place on Saturday, July 17th at 3:00 pm.

Prior to the parade, you are invited to join us in the Stettler & District Agriculture Society Pavillion-Heritage Room, 4516 – 52 Street, for the Stettler Town & County Dignitaries' Luncheon.

You are welcome to bring your own vehicle or upon request, we will provide a parade vehicle for you. Parade assembly will be at the Stettler Curling Rink (5111 – 46 Avenue *please enter in the alley from the south off 44th and 45th Avenue).

Event times are as follows:

- 1:00 pm- Stettler Town & County Dignitaries Lunch
- 2:00 pm - Marshaling Commences
- 3:00 pm- Parade Begins

Please R.S.V.P. by July 7, 2021, indicating your attendance for the Parade, the Dignitary Lunch, and if you will be requiring a vehicle and/or signage for the parade. Please feel free to contact us if you require any additional information.

Stampede weekend in Stettler is growing each year. Visit www.steelwheelstampede.com for a list of events happening during the Steel Wheel Stampede. We thank you for your consideration and look forward to welcoming you to Stettler on July 17th.

Sincerely,

A handwritten signature in blue ink that reads "Donna Morris". The signature is fluid and cursive, with the first name "Donna" being more prominent than the last name "Morris".

Donna Morris
Project Manager



**TOWN OF BLACKFALDS
REGULAR COUNCIL MEETING
COUNCIL INFORMATION**

MEETING DATE: July 13, 2021

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

SUBJECT: Development/Building Report for June Year to Date, 2021

BACKGROUND:

Attached is the Building Permit Comparison for 2019-2021 for the month of June 2021 year to date. We also have shown the comparison for the year-to-date figures for 2020 on the comparison report.

Please note that we reviewed the listings entries and some numbers have changed due to classification of the applications, however the totals are still the same.

For the reference of Council, we continued to separate the “Home Business” category out of the “other” designation and given it a separate line as its own category.

Attachments:

- *June 2021 Comparison Report*

Approvals:



CAO Myron Thompson



Department Director/Author



Town of Blackfalds Development/Building Permit Comparison 2019 to 2021

2020 YTD

	2019		2020		2021		June	
	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value	Number of Permits	Dollar Value
Residential								
SFD	17	\$ 3,812,997.00	24	\$ 5,965,780.00	19	\$ 5,546,460.00	8	\$ 1,705,000.00
Duplexes	4	\$ 670,000.00	12	\$ 3,053,876.00	0	\$ -	6	\$ 1,293,124.00
Manufactured Home	3	\$ 274,000.00	1	\$ 55,000.00	0	\$ -	1	\$ 55,000.00
4-plex	2	\$ 400,000.00	1	\$ 300,000.00	0	\$ -	1	\$ 300,000.00
8-plex	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Townhouses	20	\$ 2,931,600.00	0	\$ -	4	\$ 883,340.00	0	\$ -
Apartment	0	\$ -	0	\$ -	0	\$ -	0	\$ -
SFD w/Accessory suite	0	\$ -	0	\$ -	0	\$ -	0	\$ -
Total Res. Dwellings	46	\$ 8,088,597	38	\$ 9,374,656	23	\$ 6,429,800	16	\$ 3,353,124
Garage	10	\$ 206,500.00	23	\$ 556,400.00	7	\$ 188,000.00	13	\$ 289,000.00
Deck	9	\$ 38,000.00	8	\$ 32,400.00	2	\$ 10,000.00	3	\$ 8,400.00
Basement Reno	61	\$ 1,014,820.00	58	\$ 1,067,750.00	21	\$ 548,400.00	27	\$ 380,450.00
Addition	0	\$ -	0	\$ -	1	\$ 25,000.00	0	\$ -
Accessory Suite	0	\$ -	1	\$ -	0	\$ -	0	\$ -
Home Business	27	\$ -	30	\$ -	20	\$ -	17	\$ -
Other	52	\$ 1,331,760.00	58	\$ 989,561.17	25	\$ 273,500.00	39	\$ 711,136.17
Commercial	42	\$ 13,778,510.00	15	\$ 679,700.00	18	\$ 646,735.00	9	\$ 671,600.00
Industrial	6	\$ 38,400.00	5	\$ 459,900.00	3	\$ -	3	\$ 458,900.00
Institutional	1	\$ 5,000.00	3	\$ 29,260,000.00	1	\$ 3,000.00	2	\$ 260,000.00
Agricultural	1	\$ -	3	\$ 31,000.00	1	\$ 13,000.00	2	\$ 31,000.00
Public Facility	13	\$ 694,700.00	12	\$ 25,613,528.50	8	\$ 8,291,000.00	7	\$ 24,950,528.50
TOTAL PERMITS	268	\$ 25,196,287.00	254	\$ 68,064,895.67	130	\$ 16,428,435.00	138	\$ 31,114,138.67
General Yearly Notes:		1- Grocery interior - 2,000,000		1 - 24,600,000 Multi-Plex expansion		1 - 2,500,000 East Area Linear Wetland Ph. 2		
		1 - 7,000,000 Blackfalds Crossing Phase 1A		1 - 29,000,000 Wolf Creek High School		1 - 5,500,000 Womacks/Gregg St. Alignment Project		
		1 - McDonalds 2,100,000						

112-21	1-Jun-21	181 Crimson Court	R-2	Residential	Pool
113-21	3-Jun-21	35-95, 131, 135 Palmer Circle	R-2	Residential	Grading
114-21	3-Jun-21	49 Athens Road	R-2	Residential	Garage
115-21	4-Jun-21	81 Cedar Crescent	R-1S	Residential	Garage
		A20 Blackfalds Mobile Park			
116-21	9-Jun-21	(5500 Gregg Street)	R-MHP	Residential	Demolition
117-21	9-Jun-21	247 Cedar Square	R-2	Residential	Basement Reno
118-21	9-Jun-21	14 Broadway Village (4922 Womacks Road)	R-MHP	Residential	Covering existing porch
119-21	9-Jun-21	47 Charlton Avenue	R-1M	Residential	Basement Reno
120-21	10-Jun-21	74 Aurora Heights Boulevard	R-1S	Residential	Basement Reno
121-21	14-Jun-21	110 Palmer Circle	R-1S	Residential	Basement Reno
122-21	15-Jun-21	53 Arrowwood Close	R-1L	Residential	SFD
123-21	17-Jun-21	5016 Waghorn Street	R-1L	Residential	Temporary Sign
124-21	18-Jun-21	42 Pondsides Crescent	R-1M	Residential	Basement Reno
125-21	18-Jun-21	65 Coachman Way	R-1S	Residential	Home Business
126-21	25-Jun-21	5011 Wilson Street	R-1L	Residential	Addition
127-21	25-Jun-21	95 Morris Court	R-1M	Residential	SFD
128-21	25-Jun-21	66 Vista Close	R-1M	Residential	SFD
129-21	25-Jun-21	5425 Vista Trail	R-1M	Residential	SFD
130-21	28-Jun-21	SW 35-39-27 W4	MR	Public Facility	Playground



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

COUNCIL MEETING DATE: July 13, 2021

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

SUBJECT: Blackfalds Protective Services Monthly Report for June 2021

BACKGROUND:

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

DISCUSSION:

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

FINANCIAL IMPLICATIONS:

None

Attachments:

- *Municipal Enforcement: statistics, June 2021*

Approvals:

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

CAO Myron Thompson

A handwritten signature in blue ink, appearing to be "Ken B. Morrison".

Department Director/Author



Blackfalds Protective Services

June 2021 Monthly Report

Protective Services

Town of Blackfalds Municipal Enforcement:

June was a very busy month, Municipal Enforcement opened 167 operational files in which investigations were required. 75 Violation tickets were issued, with numerous verbal and written warnings being given as well. Our new E-ticketing system is working well, decreasing the length of time vehicles are stopped and saving time on the clerical side in processing tickets into court.

Officers were pro-active in enforcement throughout the month, concentrating on vacant lots, unsightly properties as well as RV parking issues. Officers opened and investigated 35 unsightly property files. Officers have been working with owners of vacant lots having mailed out 28 letters requiring owners to have their properties cleaned up. Owners for the most part are complying with the letters, with some asking for further time.

33 files were opened and investigated relating to parking. Most of these related to parking of RV's, from angle parking on driveways, parking on vacant lots, unattached trailers and motorhomes parked on street. The parking of RV's continues to be a problem within the town with many owners disregarding the bylaws. The department is in the first instance issuing a warning, but for repeat offenders violation tickets are being issued.

Animal complaints were on the increase as well, with officers investigating 30 files related to animals. These varied from wild animals to domestic animals. Most files involved dogs, either continuously barking or running at large. With the extreme heat we have seen an increase in complaints coming in, with neighbors concerned for the health and safety of animals left outside for long periods of time.

Violation tickets issued.

In total 75 violation tickets were issued, these ranged from 38 under the traffic safety act, 18 under the Use of Highway and Rules of the Road Regulation, 17 under the Vehicle Equipment Regulation, 1 under the Operator licensing and vehicle control regulation and 1 under the Traffic Bylaw. Approximately \$16,000 in fines were given.

Speed Signs:

Pioneer Way SB:

The total vehicle count from May 31st to June 30th was 15,411 vehicles registered on the sign from May 31st to June 30th. The average speed recorded was 36 km/h. Highest speed recorded was 96 km/h. 221 vehicles were recorded exceeding 10-20 km/h over the posted speed. 20 vehicles were recorded exceeding the speed limit by 20-30 km/h. 13 vehicles were recorded exceeding 30 km/h over the posted speed limit. Of note is that traffic increased by over 1,000 vehicles through this area from the previous month.



Blackfalds Protective Services

June 2021 Monthly Report

Westbrooke Road:

The total vehicle count from May 31st to June 30th was 20,875 vehicles. During this time, the average speed was 36 km/h. The highest speed recorded was 81 km/h. 272 vehicles were recorded travelling exceeding 10-20 km/h over the posted speed limit. 18 vehicles were recorded travelling exceeding 20-30 km/h over the posted speed limit. Three vehicles were recorded travelling exceeding 30 km/h over the speed limit.

Municipal Enforcement Month End Report attached:

Blackfalds Fire Rescue

June 2021 Monthly Activity Summary Report

During the month of June, the department was training two evenings a week. Tuesday evenings are being used for courses that members are required to have. Wednesday evenings are for regular training to focus on incident types and competencies.

Focus was on the practical skills (JPR's) new recruits are required to know for the completion of their course (NFPA 1001 Level 1). Exams were held on the weekend of June 26/27.

The department is continuing to follow COVID protocols related to sanitizing the units and station in efforts to protect the members from any possible outbreaks or infections.

In the month of June, the department responded to twelve incidents, please see attached summary.

Fire Department – May 2021 – INCIDENT SUMMARY – PAGE 1 of 1

Call #	Date	Incident Type	Dispatch Event #	Location	RCMP #	MAFP 1244
0074	1	Mutual Aid	2020106011159	Lacombe County	N/A	EMS
0075	6	Alarm	202106061744	Corp Limits	N/A	N/A
0076	8	Medical	202106081447	Corp Limits	N/A	EMS
0077	9	Motor Vehicle incident	202106091320	Corp Limits	Yes	EMS
0078	9	Alarm	202106091345	Lacombe County	N/A	N/A
0079	11	Motor Vehicle incident	202106112219	Lacombe County	N/A	N/A
0080	18	Motor Vehicle incident	202106181815	Corp Limits	Yes	EMS
0081	19	Alarm	202106191400	Corp Limits	Yes	N/A
0082	19	Fire Grass/Brush	202106192249	Corp Limits	N/A	N/A
0083	21	Alarm	202106211302	Corp Limits	N/A	N/A



Blackfalds Protective Services

June 2021 Monthly Report

0084	22	Alarm	202106221330	Lacombe County	N/A	N/A
0085	23	Medical	202106231226	Lacombe County	Yes	EMS

Occupational Health & Safety

- June was a relatively quiet month in relation to OHS, with all staff returning, arrangements are being made to ensure all are up to date in first aid.

Blackfalds RCMP

- RCMP Detachment Commander will be attending and presenting in person statistics for the municipal detachment.

Emergency Management

- On June 1st an Emergency Management Committee Meeting was held to discuss the moving forward with Alberta's open for summer plan.
- On June 2nd, Manager Bornn met with the Committee updating the Regional ESS plan along with AEMA representative to ensure the proper usage of ICS terminology within the plan. This plan is being very well received and the region is well ahead of others in this area.
- June 17th, Manager Morrison attended the LCMAO meeting which was held virtually.
- In May, Manager Morrison sat on a Committee with LCMAO members to decide on the awarding of the Doug Sproule scholarship, one applicant was chosen out of three candidates.

Ken Morrison

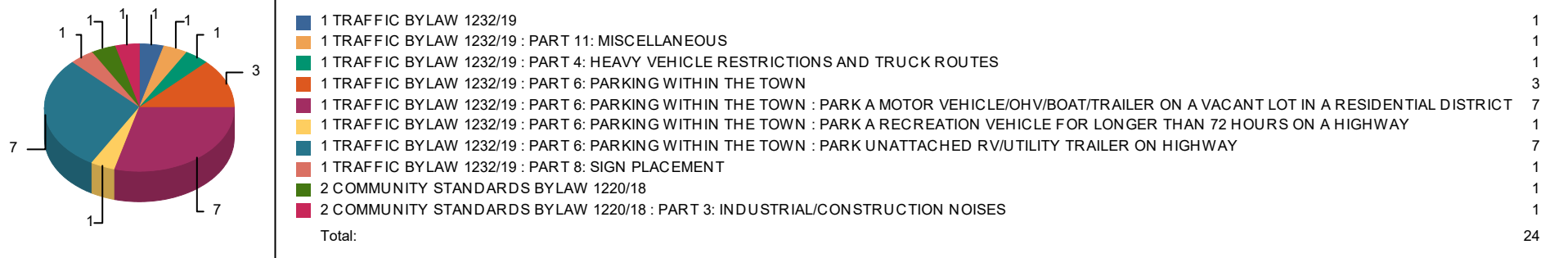
Emergency Management and Protective Services Manager

Town of Blackfalds

MONTH END Statistics from Occurred Date: 6/1/2021 12:00:00AM to 6/30/2021 11:59:59PM

Municipal Reports/Files

Count of Incident Types



1 TRAFFIC BYLAW 1232/19: 1 1%

Municipal Reports/Files

1 TRAFFIC BYLAW 1232/19 : PART 11: MISCELLANEOUS: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 4: HEAVY VEHICLE RESTRICTIONS AND TRUCK ROUTES: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN: 3 2%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK A MOTOR VEHICLE/OHV/BOAT/TRAILER ON A VACANT LOT IN A RESIDENTIAL DISTRICT: 7 4%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK A RECREATION VEHICLE FOR LONGER THAN 72 HOURS ON A HIGHWAY: 1 1%

1 TRAFFIC BYLAW 1232/19 : PART 6: PARKING WITHIN THE TOWN : PARK UNATTACHED RV/UTILITY TRAILER ON HIGHWAY: 7 4%

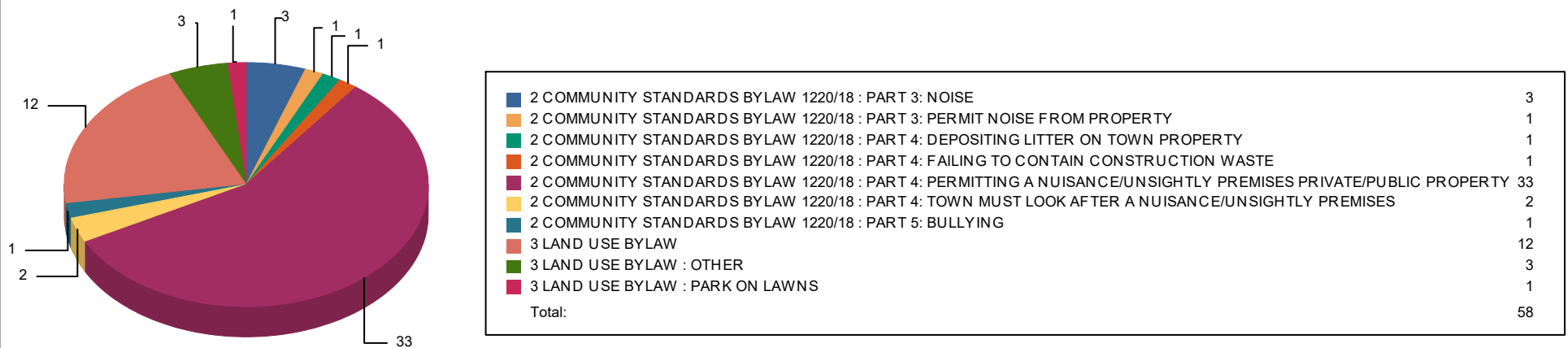
1 TRAFFIC BYLAW 1232/19 : PART 8: SIGN PLACEMENT: 1 1%

2 COMMUNITY STANDARDS BYLAW 1220/18: 1 1%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: INDUSTRIAL/CONSTRUCTION NOISES: 1 1%

Municipal Reports/Files

Count of Incident Types



2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: NOISE: 3 2%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 3: PERMIT NOISE FROM PROPERTY: 1 1%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: DEPOSITING LITTER ON TOWN PROPERTY: 1 1%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: FAILING TO CONTAIN CONSTRUCTION WASTE: 1 1%

Municipal Reports/Files

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: PERMITTING A NUISANCE/UNSIGHTLY PREMISES PRIVATE/PUBLIC PROPERTY:

33 19%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 4: TOWN MUST LOOK AFTER A NUISANCE/UNSIGHTLY PREMISES: 2 1%

2 COMMUNITY STANDARDS BYLAW 1220/18 : PART 5: BULLYING: 1 1%

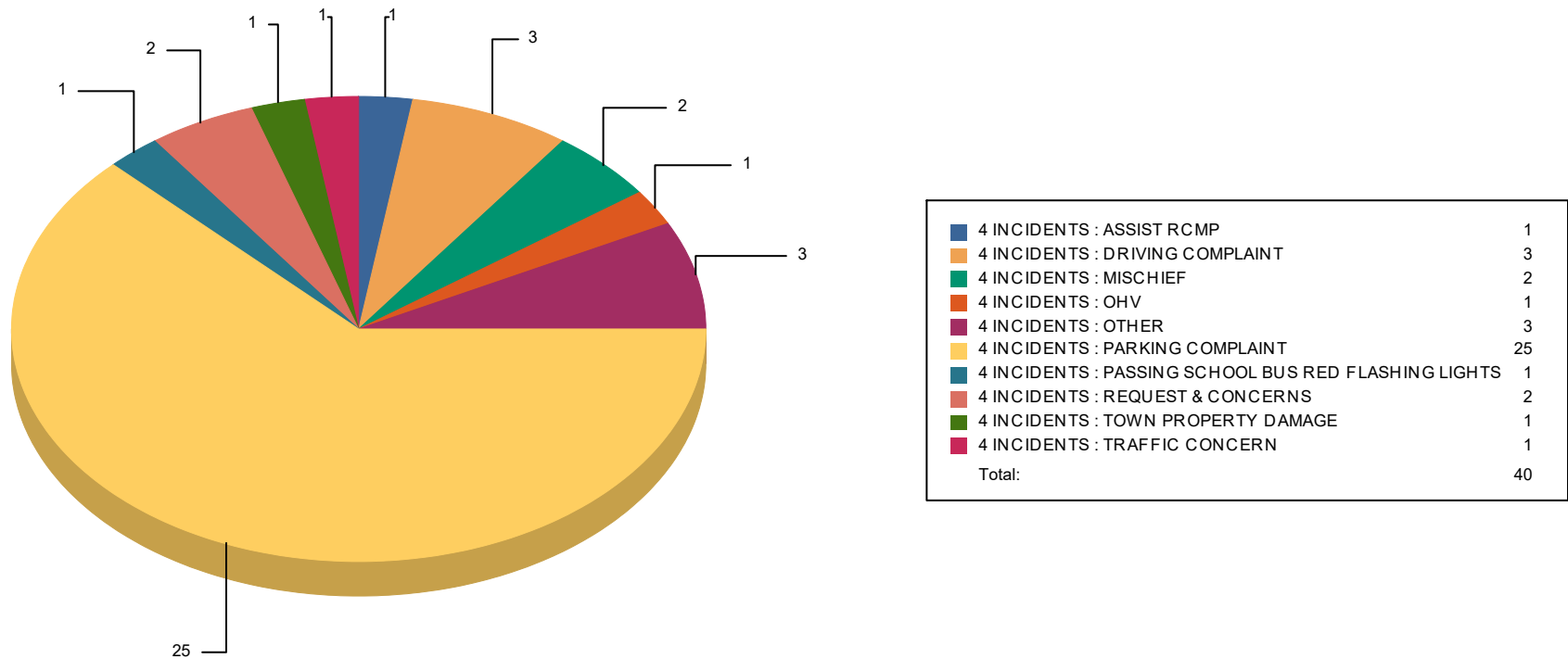
3 LAND USE BYLAW: 12 7%

3 LAND USE BYLAW : OTHER: 3 2%

3 LAND USE BYLAW : PARK ON LAWNS: 1 1%

Municipal Reports/Files

Count of Incident Types



4 INCIDENTS : ASSIST RCMP: 1 1%

4 INCIDENTS : DRIVING COMPLAINT: 3 2%

4 INCIDENTS : MISCHIEF: 2 1%

4 INCIDENTS : OHV: 1 1%

Municipal Reports/Files

4 INCIDENTS : OTHER: 3 2%

4 INCIDENTS : PARKING COMPLAINT: 25 15%

4 INCIDENTS : PASSING SCHOOL BUS RED FLASHING LIGHTS: 1 1%

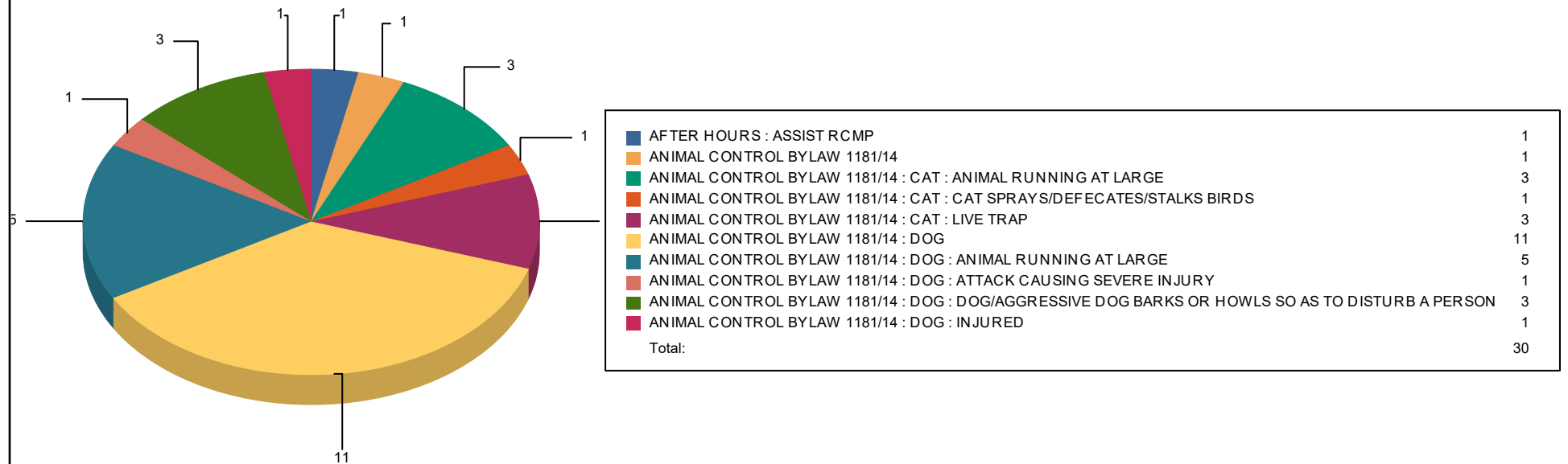
4 INCIDENTS : REQUEST & CONCERNS: 2 1%

4 INCIDENTS : TOWN PROPERTY DAMAGE: 1 1%

4 INCIDENTS : TRAFFIC CONCERN: 1 1%

Municipal Reports/Files

Count of Incident Types



AFTER HOURS : ASSIST RCMP: 1 1%

ANIMAL CONTROL BYLAW 1181/14: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : CAT : ANIMAL RUNNING AT LARGE: 3 2%

ANIMAL CONTROL BYLAW 1181/14 : CAT : CAT SPRAYS/DEFECATES/STALKS BIRDS: 1 1%

Municipal Reports/Files

ANIMAL CONTROL BYLAW 1181/14 : CAT : LIVE TRAP: 3 2%

ANIMAL CONTROL BYLAW 1181/14 : DOG: 11 6%

ANIMAL CONTROL BYLAW 1181/14 : DOG : ANIMAL RUNNING AT LARGE: 5 3%

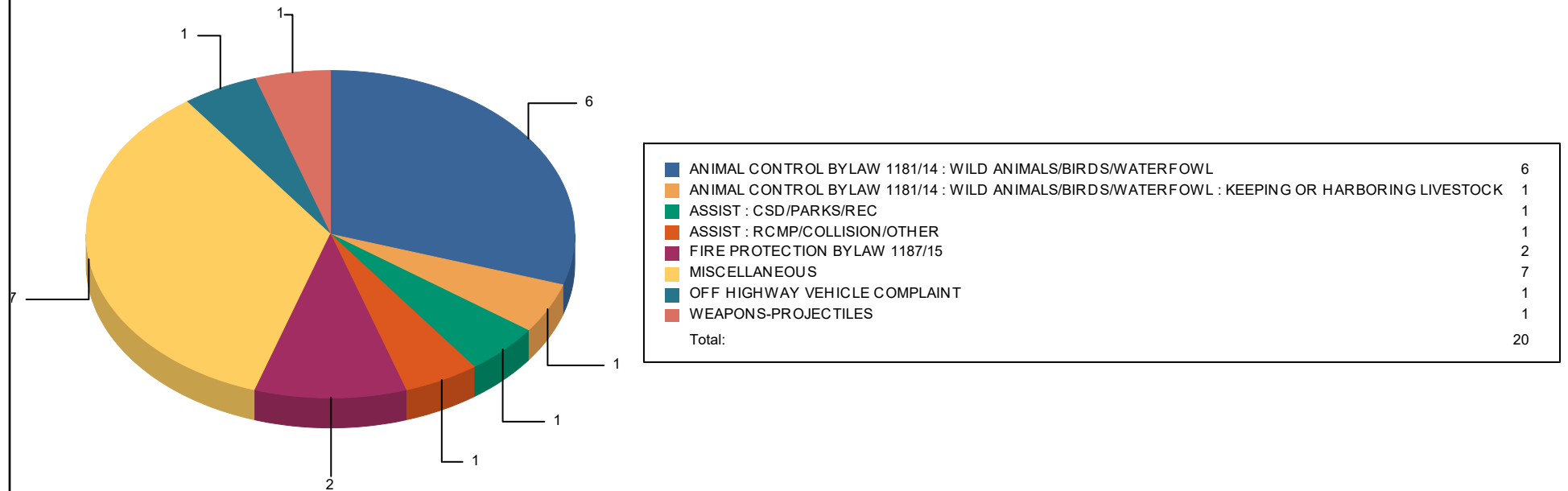
ANIMAL CONTROL BYLAW 1181/14 : DOG : ATTACK CAUSING SEVERE INJURY: 1 1%

ANIMAL CONTROL BYLAW 1181/14 : DOG : DOG/AGGRESSIVE DOG BARKS OR HOWLS SO AS TO DISTURB A PERSON: 3 2%

ANIMAL CONTROL BYLAW 1181/14 : DOG : INJURED: 1 1%

Municipal Reports/Files

Count of Incident Types



ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL: 6 3%

ANIMAL CONTROL BYLAW 1181/14 : WILD ANIMALS/BIRDS/WATERFOWL : KEEPING OR HARBORING LIVESTOCK: 1 1%

ASSIST : CSD/PARKS/REC: 1 1%

ASSIST : RCMP/COLLISION/OTHER: 1 1%

Municipal Reports/Files

FIRE PROTECTION BYLAW 1187/15: 2 1%

MISCELLANEOUS: 7 4%

OFF HIGHWAY VEHICLE COMPLAINT: 1 1%

WEAPONS-PROJECTILES: 1 1%

Grand Total: 100.00% Total # of Incident Types Reported: 172



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

MEETING DATE: July 13, 2021

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

SUBJECT: BOLT KPI Report Information June 2021

BACKGROUND:

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

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

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

DISCUSSION:

This is a very challenging time for transit services and BOLT ridership has been severely affected by the COVID-19 pandemic. However, the situation continues to improve with Alberta's relaunch strategies in place. With the economy on the mend, we are happy to provide Council with the following information.

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



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

ADMINISTRATIVE RECOMMENDATION:

1. That Council accepts this report as information.

ALTERNATIVES:

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

FINANCIAL IMPLICATIONS:

None

Attachments:

- *June 2021 monthly report and yearly trending report*

Approvals:



CAO Myron Thompson



Department Director/Author

Monthly KPI Metric Summaries Report - June 2021

Blackfalds

Month	# Riders	# New Riders	# Repeat Riders	Avg. Rides Per Rider	# Passengers Completed	# Rides Completed	Shared Rides (%)	Avg. Shared Fare Occupancy	Avg. Daily User Conversion Rate (%)	Avg. Ride Rating	% Rides With 1-2 Star Ratings and Comments	# Abandoned Rides	Pickup Violations (%)	Dropoff Violations (%)
Jun 2021	23	5	18	10.6	256	243	40%	2.2	78%	4.9	3%	0	1%	1%
May 2021	23	6	17	8.0	195	183	26%	2.2	84%	4.9	2%	0	1%	0%
Apr 2021	23	5	18	9.2	228	212	37%	2.2	83%	4.9	4%	0	1%	0%
Mar 2021	22	6	16	12.4	299	273	45%	2.1	82%	5.0	4%	0	2%	0%
Feb 2021	17	6	11	9.6	172	163	21%	2.1	83%	5.0	2%	0	1%	0%
Jan 2021	26	8	18	8.3	234	217	33%	2.2	86%	5.0	4%	2	0%	1%
Dec 2020	21	4	17	8.4	203	177	26%	2	82%	5.0	5%	0	1%	1%
Nov 2020	30	11	19	9.2	299	276	40%	2.2	87%	5.0	2%	2	3%	1%
Oct 2020	27	12	15	9.2	266	249	43%	2.2	78%	5.0	8%	3	6%	4%
Sep 2020	36	33	3	5.9	228	212	44%	2.2	69%	4.9	7%	5	3%	4%
Aug 2020	3	3	0	1.3	4	4	0%	-	43%	4.7	0%	0	0%	0%

Program

☒ Blackfalds

ServiceDay

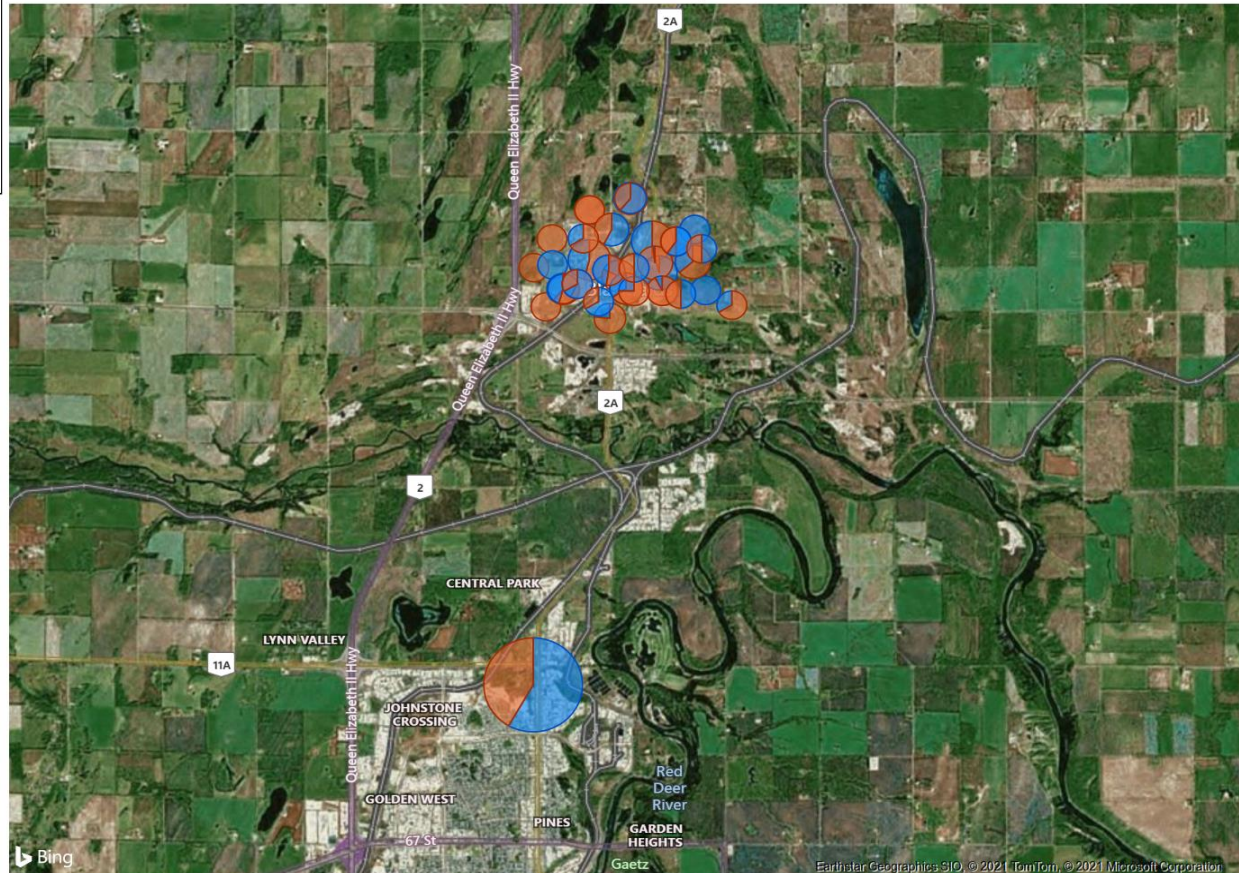
☐ Sun
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☐ Fri
☐ Sat

Date

01/04/2021 30/06/2021



● Dropoff ● Pickup



Program

☒ Blackfalds

ServiceDay

☐ Sun
☐ Mon
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☐ Fri
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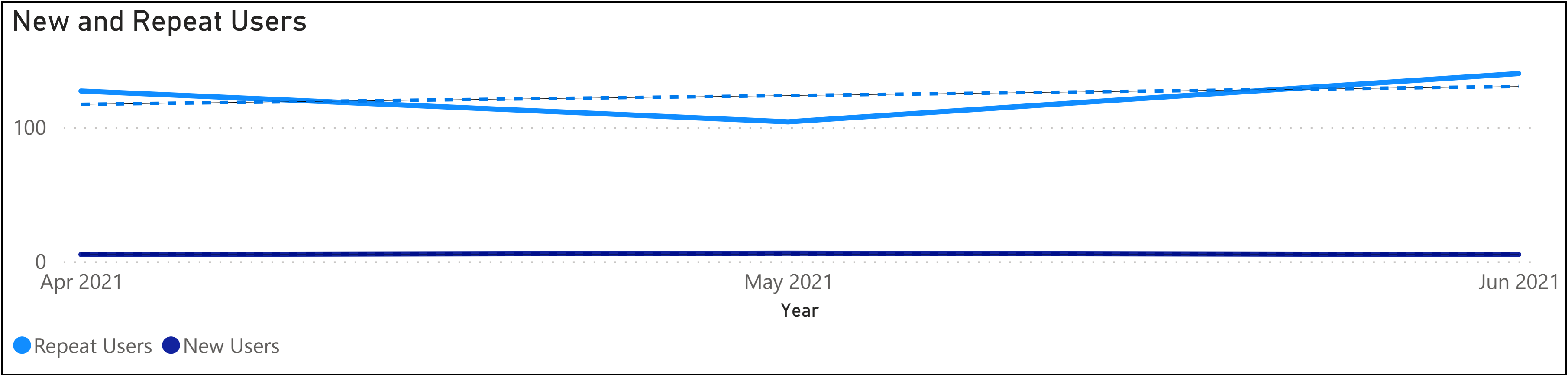
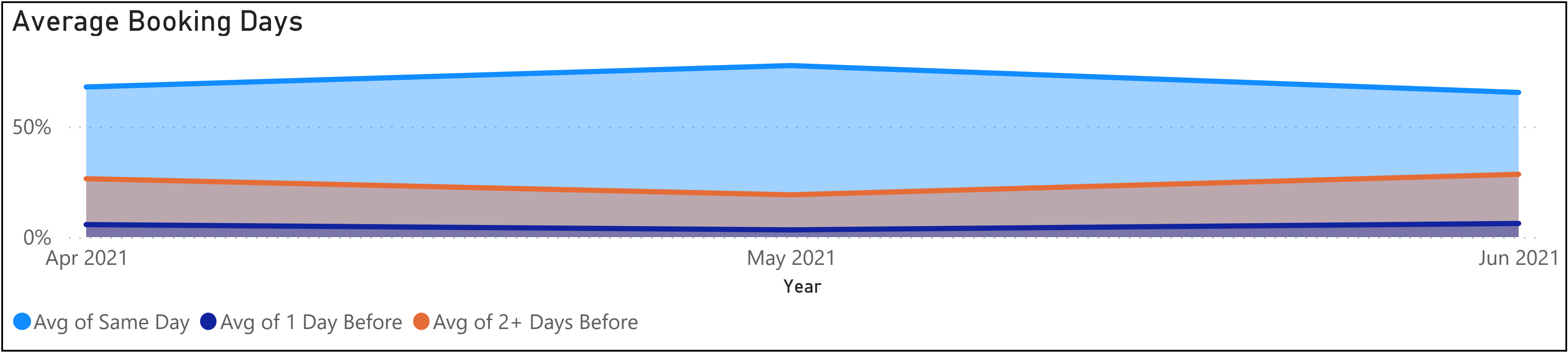
Date

01/04/2021

30/06/2021

8.89

Avg Actual Trip Duration (min)



Year	2021				
Program	Avg of Same Day	Avg of 1 Day Before	Avg of 2+ Days Before	New Users	Repeat Users
Blackfalds	69.7%	5.2%	25.1%	16	371
Total	69.7%	5.2%	25.1%	16	371

Program

☒ Blackfalds

ServiceDay

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

Date

01/04/2021

30/06/2021



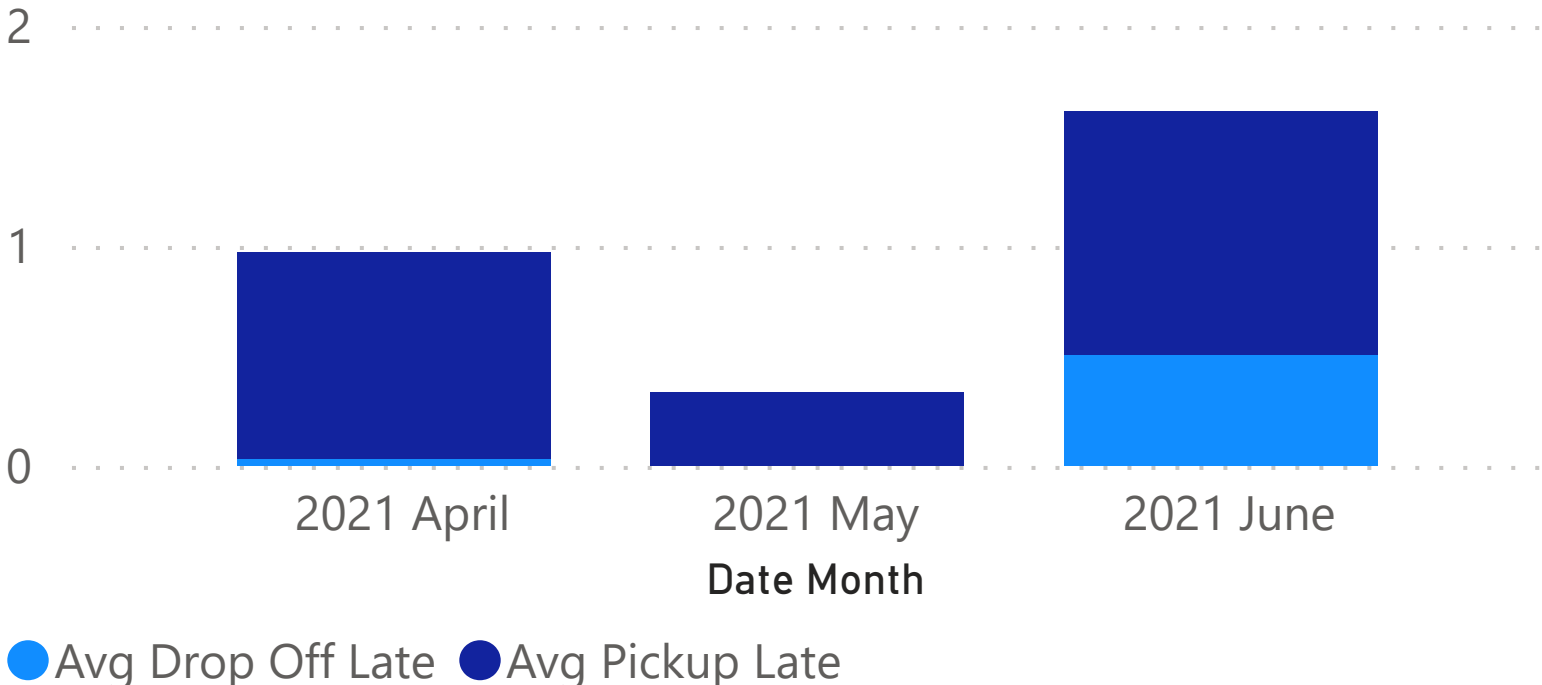
638

Completed Rides

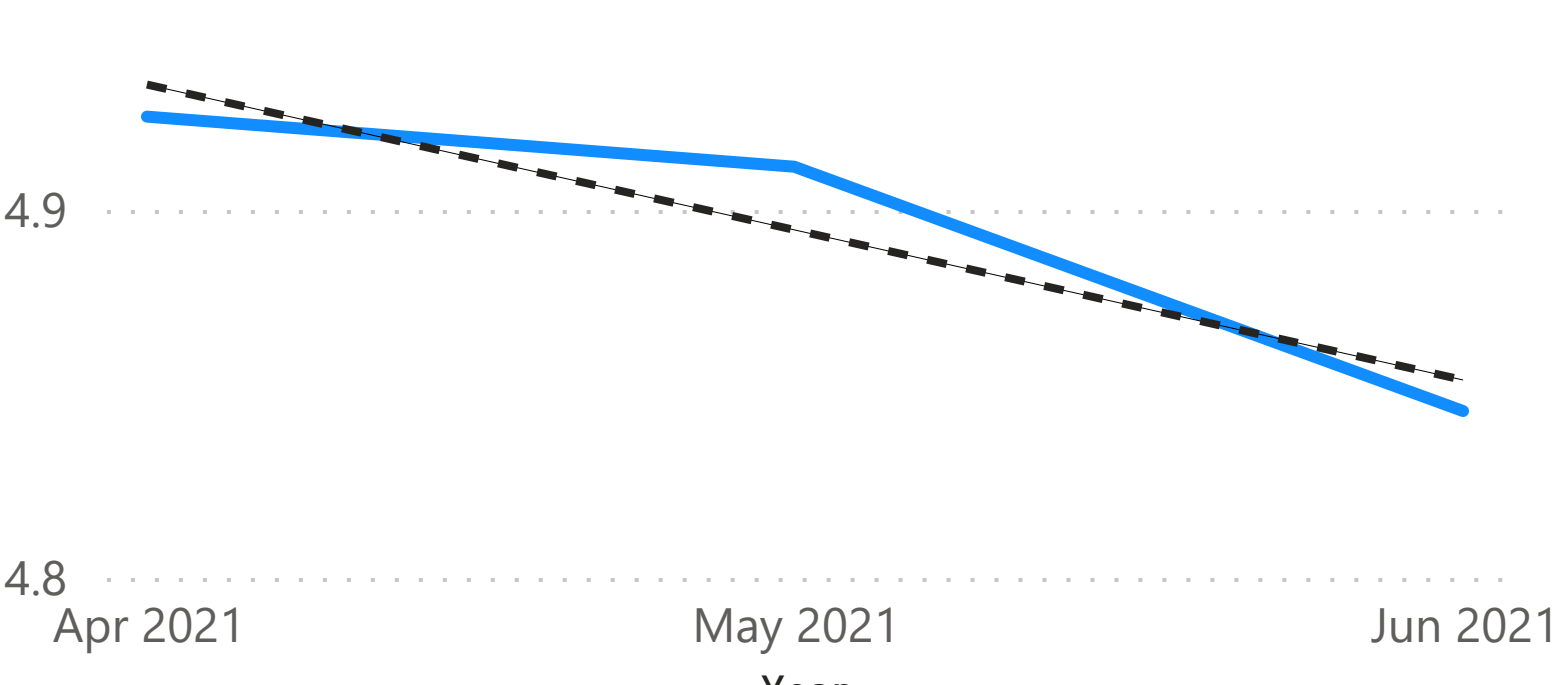
4.89

Avg Ride Rating

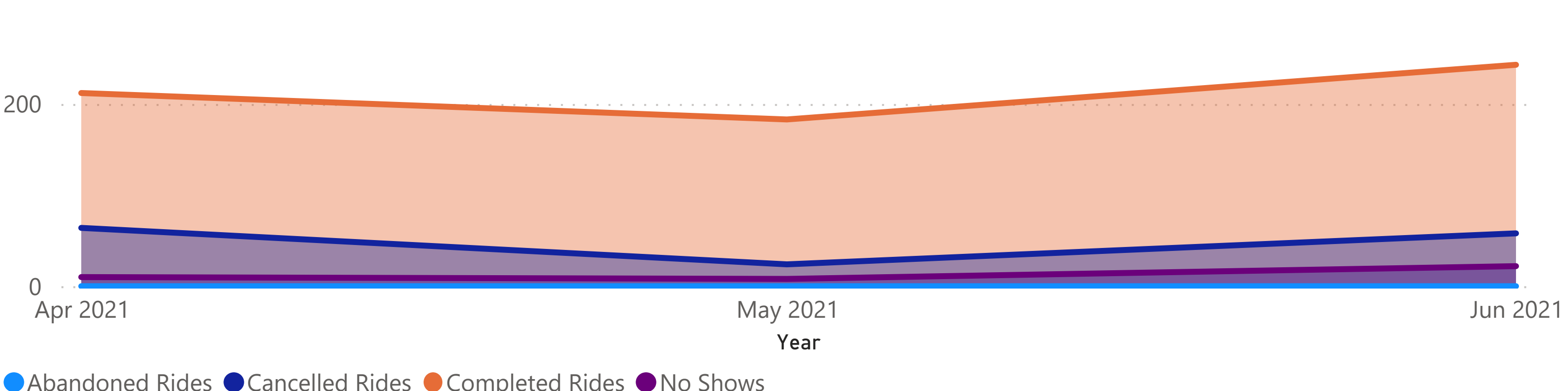
Avg Late Pickup and Drop Off



Avg Ride Rating



Ride Status Types



Year	2021						
Month	April						
Program	Avg Drop Off Late	Avg Pickup Late	Avg Ride Rating	Abandoned Rides	Cancelled Rides	Completed Rides	No Show
Blackfalds	0.03	0.94	4.93	0	64	212	1
Total	0.03	0.94	4.93	0	64	212	1

Program

☒ Blackfalds

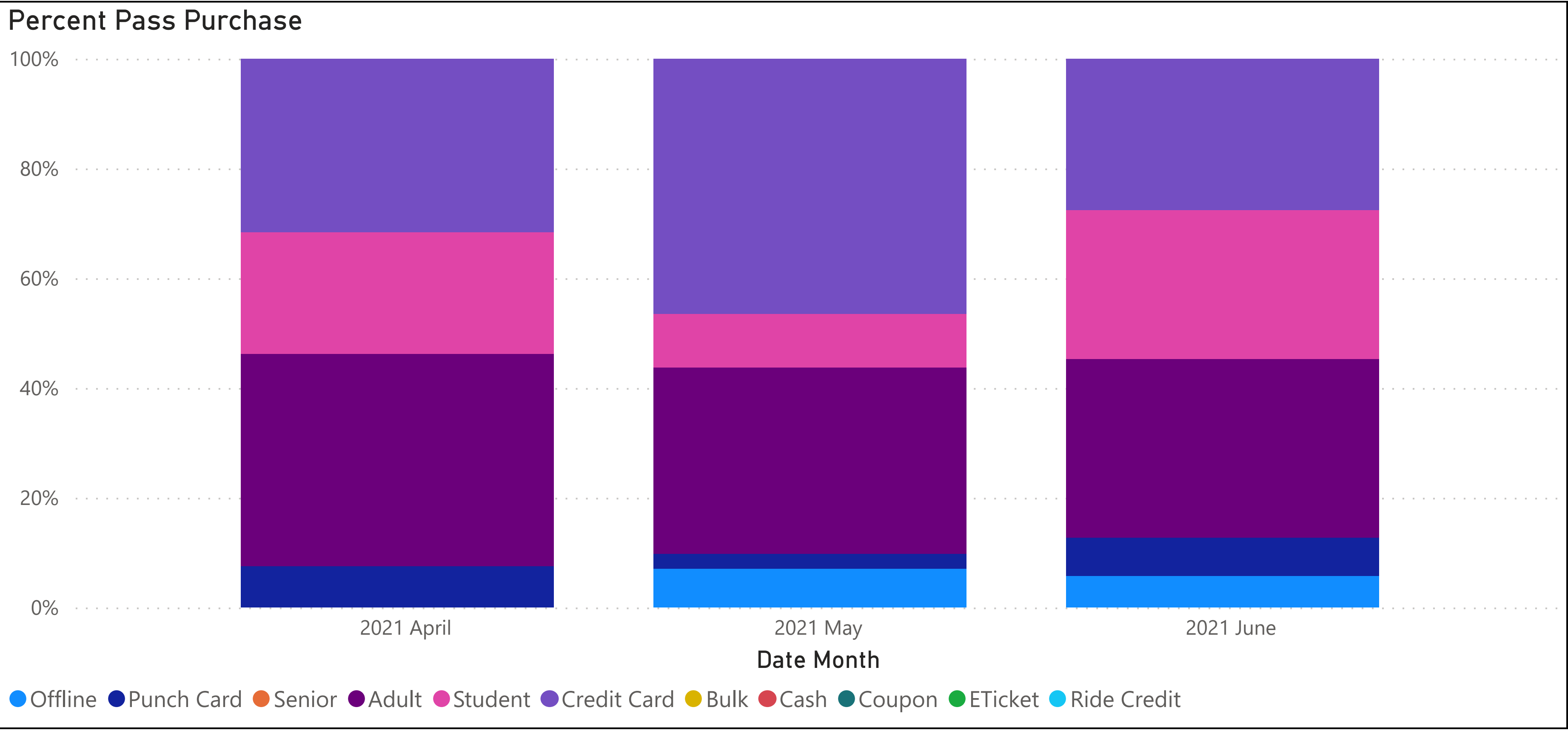
ServiceDay

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☐ Tue
☐ Wed
☐ Thu
☐ Fri
☐ Sat

Date

01/04/2021

30/06/2021



Year	2021														
Month	April												May		
Program	Avg Offline	Avg Punch Card	Avg Senior	Avg Adult	Avg Student	Avg Credit Card	Avg Bulk Ticket	Avg Cash	Avg Coupon	Avg ETicket	Avg Ride Credit	Avg Ticket	Avg Offline	Avg Punch C	
Blackfalds	0%	8%	0%	39%	22%	32%	0%	0%	0%	0%		0%	0%	7%	
Total	0%	8%	0%	39%	22%	32%	0%	0%	0%	0%		0%	0%	7%	

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Program

☒ Blackfalds

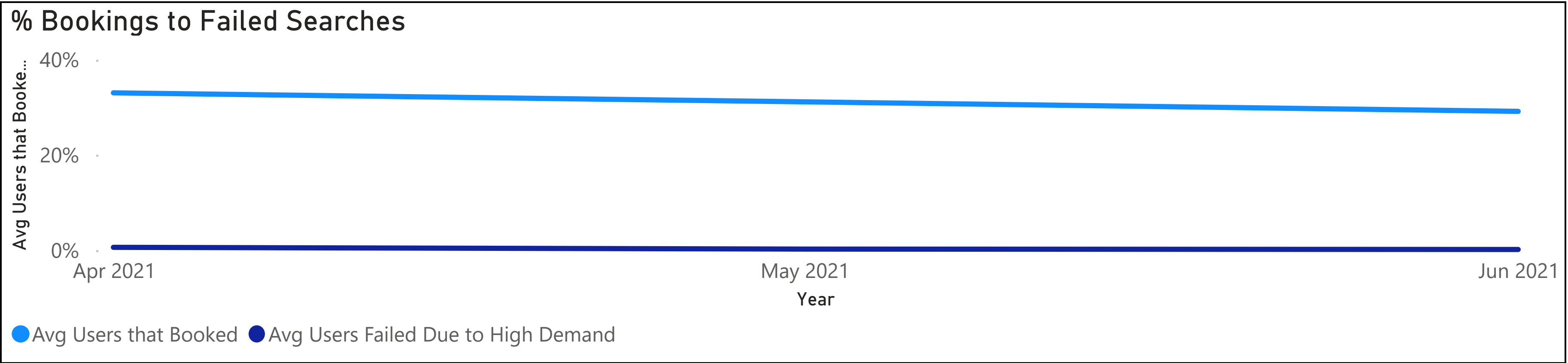
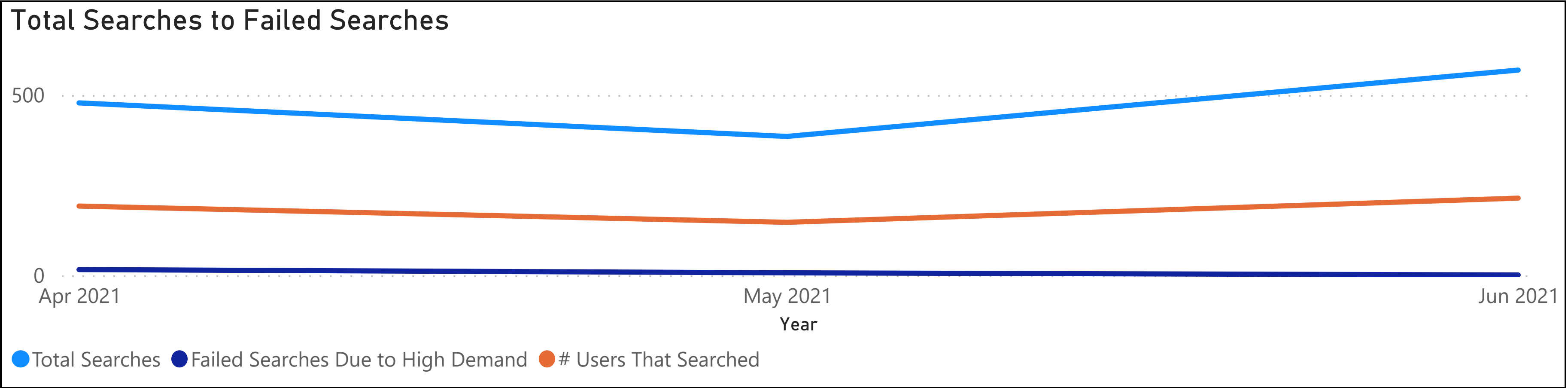
ServiceDay

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☐ Sat

Date

01/04/2021

30/06/2021



Year	2021				
Month	April				
Program	Total Searches	Failed Searches Due to High Demand	# Users That Searched	Avg Users that Booked	Avg Users Failed Due to High Demar
Blackfalds	478	16	192	33%	1
Total	478	16	192	33%	1

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Program

☐ Blackfalds

ServiceDay

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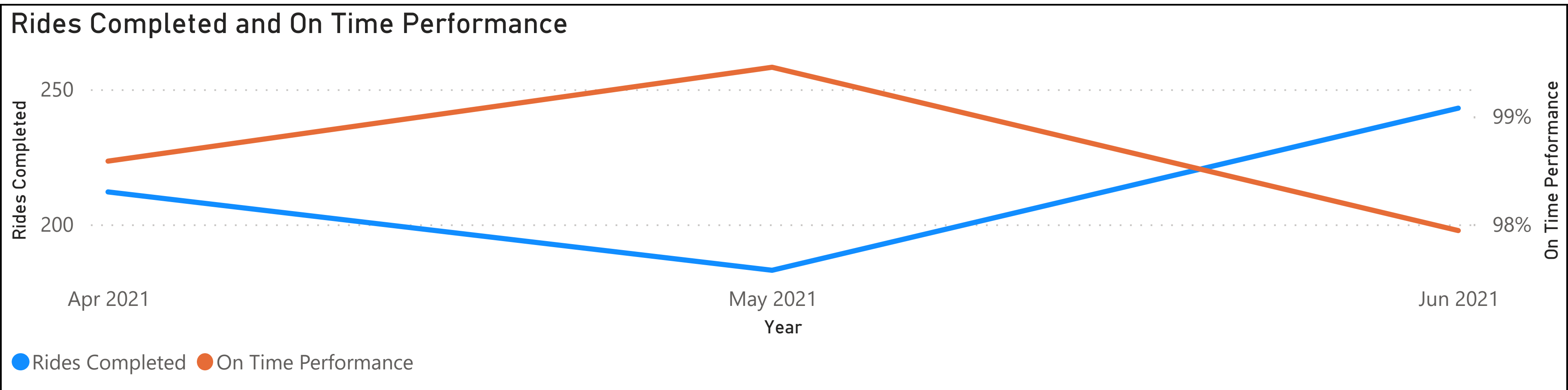
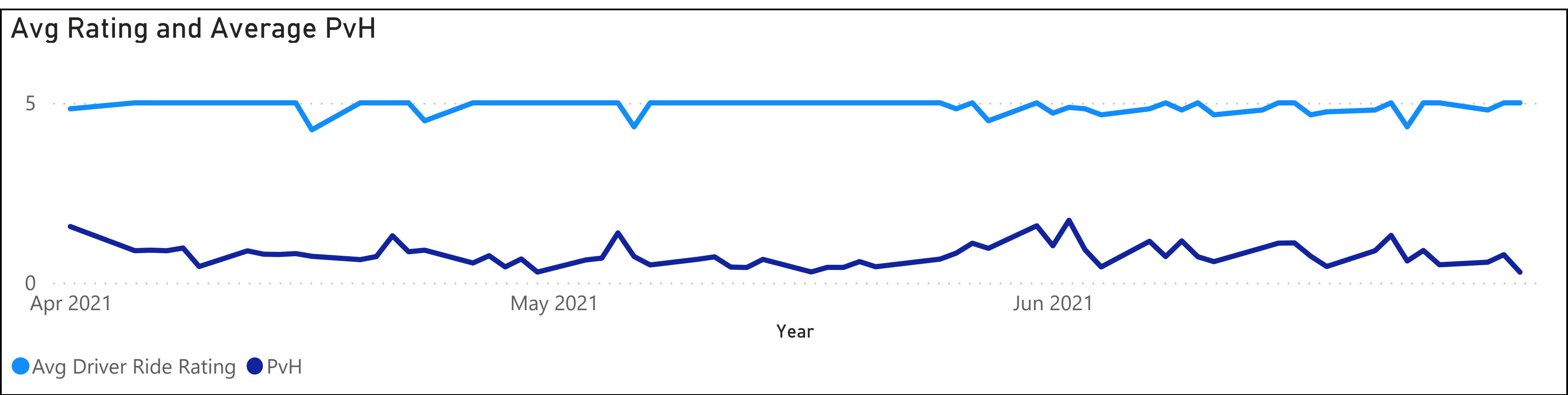
Date

01/04/2021

30/06/2021

98.59%

On Time Performance



Year	2021							
Month	April				May			
Program	Rides Completed	Avg Driver Ride Rating	PvH	On Time Performance	Rides Completed	Avg Driver Ride Rating	PvH	On Time Perform
▲ Blackfalds	212	4.93	0.80	98.58%	183	4.91	0.70	99.00%
Total	212	4.93	0.80	98.58%	183	4.91	0.70	99.00%

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Program

☒ Blackfalds

ServiceDay

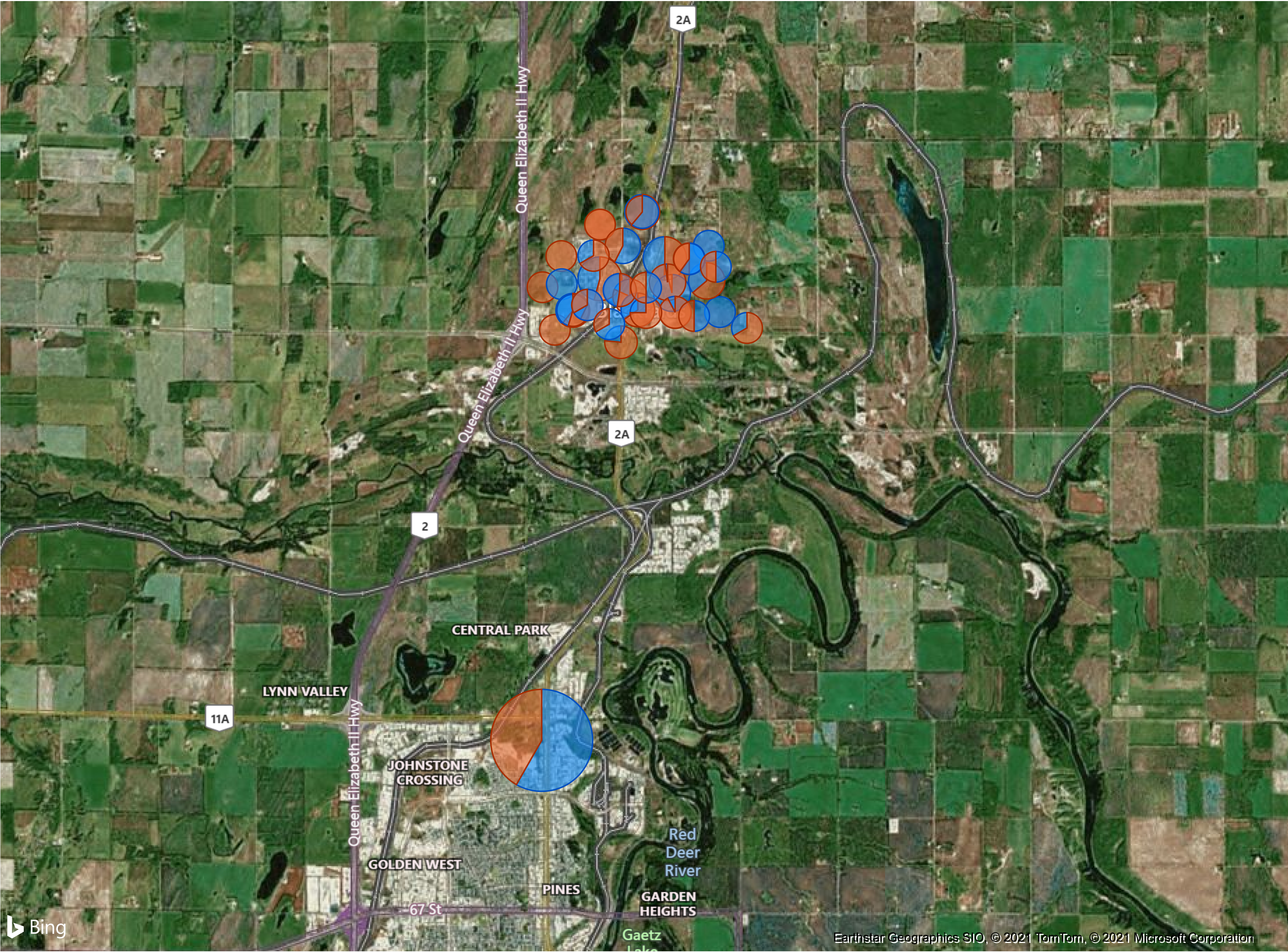
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- ☐ Fri
- ☐ Sat

Date

01/04/2021

30/06/2021

● Dropoff ● Pickup



Program

☐ Blackfalds

ServiceDay

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

Date

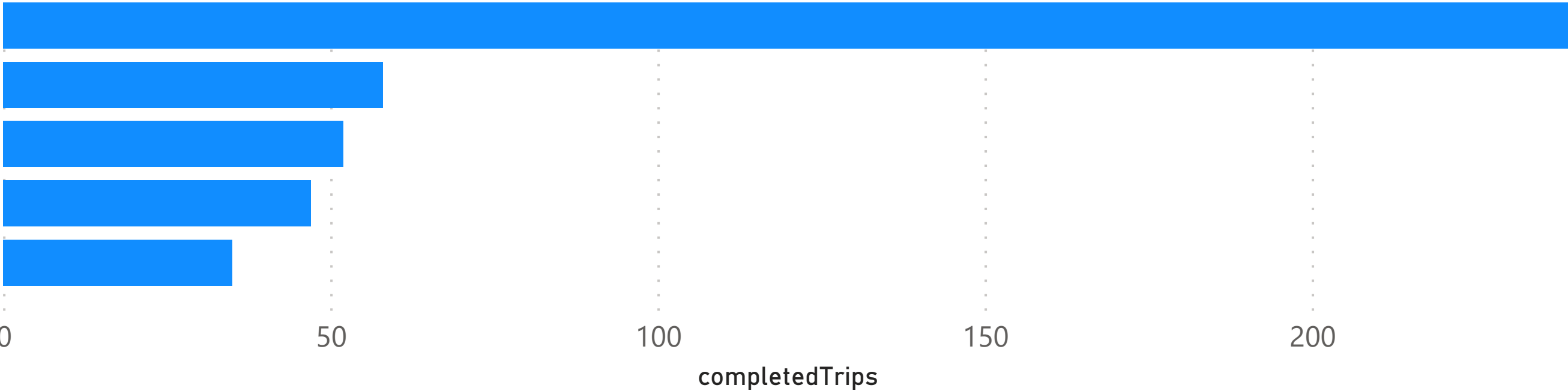
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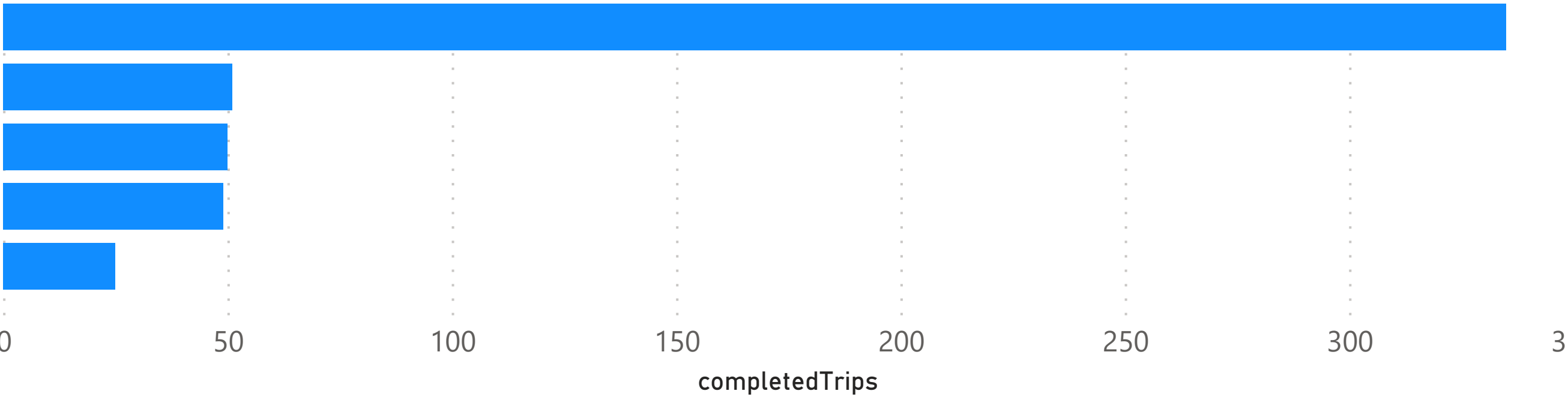
Top 5 Pickup Locations

- Stop 3 - Regional Hub in Red Deer
- Stop 1 - Regional Hub West Blackfalds
- Stop 23 - Local
- Stop 26 - Local
- Stop 18 - Local



Top 5 Drop Off Locations

- Stop 3 - Regional Hub in Red Deer
- Stop 23 - Local
- Stop 2 - Regional Hub East Blackfalds
- Stop 1 - Regional Hub West Blackfalds
- Stop 19 - Local



stopName	Dropoff	Pickup	Total
Stop 1 - Regional Hub West Blackfalds	49	58	107
Stop 10 - Local	7	6	13
Stop 11 - Local	2	4	6
Stop 12 - Local		2	2
Stop 13 - Local	2	1	3
Stop 14 - Local	12	11	23
Stop 15 - Local	4	13	17
Stop 16 - Local	23	17	40
Stop 17 - Local	6	27	33
Total	638	638	1276



City of Lacombe

COUNCIL HIGHLIGHTS

June 28, 2021

5. Requests for Decision (Regular)

5.1 Land Use Bylaw 400.35 Amendment (Site Specific Use/Fitness Facility)

An application was made to allow "Fitness facility" as a use on the West Part of Lot 30, Plan RN9. The subject site is located at 5346 50 Avenue and is the former site of the Lacombe Pentecostal Church.

The proposed bylaw, if approved, would have limited this use to the subject site.

The motion to amend Bylaw 400.35 by replacing Item 1 with the content described in Attachment G was defeated. The third reading of the bylaw was subsequently defeated.

5.2 Heritage Resources Committee Update

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 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 gave first reading to Bylaw 397.2.

5.3 Lure Contributed Asset Transfer

The City of Lacombe is home to the World's Largest Fishing Lure, an attraction that draws many interested visitors to the community.

The Lacombe Fish & Game Association seeks to ensure the lure's longevity by contributing the asset to the City of Lacombe.

Council accepting the transfer ensures the lure is insured and continues to promote positive community exposure.

Council approved the World's Largest Fishing Lure contributed asset transfer as presented.

5.4 Legion Memorial Flag Project

At the June 7, 2021, Council Committee of the Whole Meeting, Council received a presentation from the Lacombe Royal Canadian Legion Branch No. 79 (the Legion) and Veterans Voices of Canada (VVC) proposing the City become a "host community partner" of a memorial flag display along the Highway 12 right-of-way adjacent to Michener Park.

Council approved the City's partnering with Lacombe Royal Canadian Legion Branch No. 79 and Veterans Voices of Canada for a Flags of Remembrance project in Lacombe in the proposed location along Highway 12 adjacent to Michener Park, and subsequently approved the sponsorship of a flag in the display in 2021 and 2022.

5.5 Council Committee Review Report #6

City administration presented the Comprehensive Council Committee Review project to fulfill Council's 2017-2021 Strategic Plan goal supporting an open and accessible government.

The Council Committees Review Report #6 examined:

- The ad-hoc Affordable Housing Steering Committee (AHSC), currently an "ad hoc" Council Committee
- The Council Remuneration Committee (CRC), established by Council through policy
- The proposed DARP (Downtown Area Revitalization Plan) Advisory Committee, currently an Administrative task force.

All three Committees help the City to deliver services, primarily by inputting public, stakeholder, and technical perspectives to Council decision-making in the service areas.

Council formally established the Affordable Housing Committee as a Council Committee and appointed all current members with their current terms.

Additionally, Council accepted the review of the Council Remuneration Committee as information with direction to Administration to itemize remuneration and clarify entitlements in the related policy.

Council also formally established the DARP Advisory Committee as a Council Committee and appointed all current members and one Councillor.

5.6 Bylaw 469.1 (Responsible Animal Ownership) Amendment

The Responsible Animal Ownership Bylaw has been in effect for two years. Over the two years, Bylaw Enforcement faced inquiries on urban beekeeping and has since researched regulations to promote the proper process for allowing Apiculturists in the City.

Administration also requested that Council consider changes for not allowing animals on the sports fields within the City. Further Administration asked Council to consider amending the Vicious Animal section to allow a more efficient process when handling bites and attacks.

Council gave third reading to Bylaw 469.1 Responsible Animal Ownership Bylaw Amendment as presented.

5.7 Electricity 2024-2026 (Request for Proposal)

The City of Lacombe issued a Request for Proposal to gather indicative quotes for the City's electricity supply contract starting January 1, 2024.

The City received submissions from four vendors that met the prequalification criteria to continue to the bid round. The indicative prices provided are higher than what the City is currently locked into on a contract; however, the commodity cost remains below the wholesale production cost for the next five years.

Council selected the following electrical vendors as preferred vendors: Enmax Energy, Direct Energy, Capital Power and Campus Energy.

Council then authorized the CAO to execute a three-year electrical supply agreement with a start date of January 1, 2024, based on the best pricing available to the City from the preferred list of vendors.

9. In Camera

9.1 Labour (FOIP Section 17)

Council appoints Sydney Fandrey to the Heritage Resources Committee, with a term expiring June 28, 2024.

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

-Monday, July 12, 2021 – Regular Council Meeting at 5:00 p.m. – Kinsmen Room LMC

-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



WHERE PEOPLE ARE THE KEY

HIGHLIGHTS OF THE REGULAR COUNCIL MEETING JUNE 24, 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.

VETERAN VOICES OF CANADA/LACOMBE LEGION – FLAGS OF REMEMBRANCE

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, for the Flags of Remembrance Event was deferred until confirmation has been received on the City of Lacombe support for the proposed project.

TOWN OF BLACKFALDS ANNEXATION

The Town of Blackfalds has notified Lacombe County of their intention to initiate the annexation process for the NE 24-39-27 W4M. The process and rules for annexation as set out in the Municipal Government Act was reviewed. The notification is a preliminary step in a multi-step process.

The Notice of Annexation from the Town of Blackfalds with regard to the NE 24-39-27 W4M was received for information.

COMMITTEE OF THE WHOLE

In addition to receiving the notes of the June 1, 2021 Committee of the Whole meeting for information, Council also reviewed the following items from that meeting:

RCMP PRESENTATION

The presentation provided by Staff Sgt. McBeth, Sgt. St-Cyr, Staff Sgt. Smiley, and Staff Sgt. Numan was received for information.

LACOMBE COUNTY FCSS FUNDING ALLOCATION AND OVERVIEW

A presentation on Lacombe County's FCSS funding allocation and a program overview was received for information.

ATRUM COAL

A presentation with regard to the operations of Atrum Coal, specifically the Elan Project located in the Crowsnest Pass was received for information.

BYLAW NO. 1074/08 – USE OF ROADS

Proposed amendments to Bylaw No. 1074/08 to address the imposition of penalties and/or costs to remediate unauthorized works and damages to County road allowances were tabled to the November 14, 2021 Council meeting.

SOIL CONSERVATION BYLAW

Consideration of the development of a Lacombe County Soil Conservation Policy was tabled to the November 14, 2021 Council meeting.

KEY ACTION ITEMS IMPLEMENTATION PLAN FOR 2018 TO 2023

An update on the Key Action Items Implementation Plan for 2018 to 2023 was approved as presented.

Next Regular Council Meeting is
Thursday, July 8, 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.**

RDRMUG MEETING(S)

Next Regular Meeting:
1:00pm

Thursday,
September 16, 2021
Venue to be determined

Executive Committee
Call of the Co-Chairs

NO JULY MEETING

*If anyone requires RDRMUG
information please contact the
Executive Director at:*

execdir@rdrmug.ca
403-740-3185

or visit

www.rdrumug.ca

Useful Information
Links:

[Alberta Water Portal](#)

[Red Deer River Watershed
Alliance](#)

[Alberta Water Council](#)

[Alberta WaterSMART](#)

[Canadian Water Resources
Association](#)

Minutes from past meetings:

[Click here](#) minutes of May 20, 2021,
Regular Meeting (Unapproved)

[Click here](#) for minutes of March 18,
2021

Please contact execdir@rdrmug.ca
or visit www.rdrumug.ca

*If you require additional
documents.*

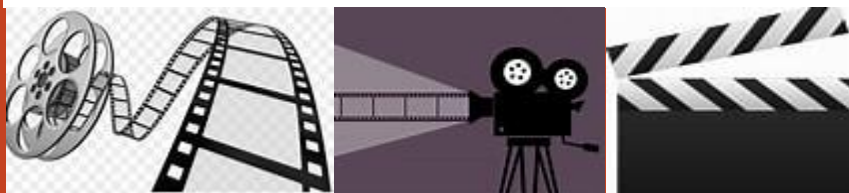
Red Deer River MUNICIPAL USERS GROUP

JUNE/JULY 2021 NEWSLETTER – COUNCIL BRIEFING

NEWS ITEMS:

RDRMUG LAUNCHES NEW VIDEO

[CLICK HERE](#) TO VIEW
LOOKING BACK – MOVING FORWARD
2006-2020 2021-2025



RDRMUG SEEKING EXECUTIVE DIRECTOR REPLACEMENT

Current Executive Director K. Ryder has giving notice that he will be stepping down at the end of 2021.

For information please contact:

execdir@rdrmug.ca

[Click here](#) **FOR EXPRESSION OF INTEREST**

ALBERTA ENERGY REGULATOR

Updated FAQ for centralized storage of fluids.

Once complete, the centralized fluid storage (CFS) project will enable hydraulic fracturing operators to store large volumes of produced water and other water-based fluids on sites for reuse instead of having it hauled away for disposal.

[Click here](#) for information

Thanks to RDRMUG Co-Chair/County of Lacombe Councillor J. Ireland

NEXT GENERATION OF STORMWATER INCENTIVES

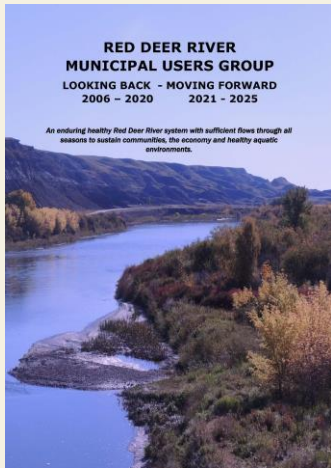
*Municipalities are increasingly looking beyond a standard
credit program to a more diverse approach to managing
stormwater incentives.*

[Click here](#) for details (Water Canada)

RDRMUG HANDBOOK

Hard copies are now available and have been mailed to all municipalities within the Red Deer River Basin. Please advise if you require additional "hard" copies.

Contact execdir@rdrmug.ca if you require additional copies.



Click image for your copy

ALBERTA WATER NEWS

[Click here](#) for Free
Subscription

New agricultural technologies explored by students at Olds College:

Olds College is launching a new SmartFarm program to help farmers and developers use new agricultural technologies. The first project will evaluate the function and connectivity of data measuring soil, climate and crop conditions at sites in three provinces

[Click here for full story](#) (Red Deer Advocate)

DROUGHT: is a hidden global crisis

Drought is a hidden global crisis that risks becoming "the next pandemic" if countries do not take urgent action on water and land management and tackling the climate emergency, the UN has said. At least 1.5 billion people have been directly affected by drought this century

[Click here](#) for full story (The Guardian)

Government of Alberta: Protecting creeks and streams along the Eastern Slopes:

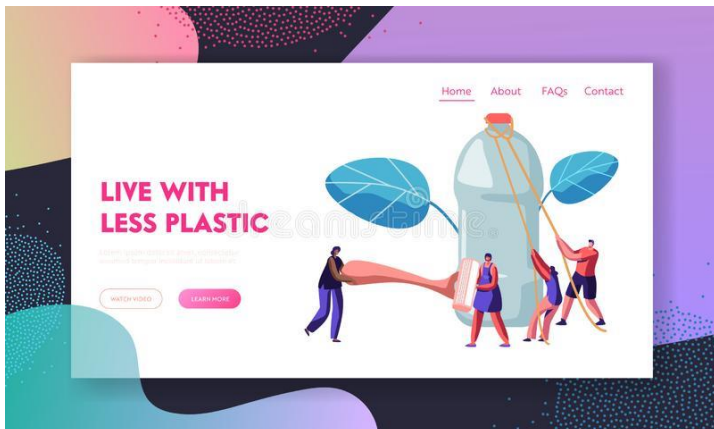
Government of Alberta

Environment and Parks is providing the Cows and Fish program with \$1 million in 2021-22 to support projects and initiatives that protect creeks and streams along Alberta's Eastern Slopes. This grant funding is part of the common-sense conservation plan that recognizes the efforts of civil society in Alberta's environmental stewardship

[Click here](#) for full story

NO JULY RDRMUG
REGULAR MEETING

Red Deer River
MUNICIPAL USERS GROUP





*You're
Invited!!*

GRAND OPENING

Join us **Saturday, July 17 from 11:00am - 2:00pm** For a Complimentary Open House BBQ!



Hamburgers and Hot Dogs



Activities for Kids - Experience Virtual Reality & More!



Building tours and information



1:00pm - 1:30pm Magic Show



**Parkland Regional
Library System**



Office of the Infrastructure Manager
Central Region

401, 4920-51 Street
Red Deer, Alberta
Canada T4N 6K8

Telephone 403/340-5166
Fax 403/340-4810

July 6, 2021

Mr. Myron Thompson, CAO
Town of Blackfalds
PO Box 220
Blackfalds, AB T0M 0J0

Dear Mr. Thompson:

Re: Strategic Transportation Infrastructure Program (STIP)
Local Municipal Initiatives

Thank you for your application for grant funding for the Highway 2A and South Street project under the Local Municipal Initiatives component of the Strategic Transportation Infrastructure Program (STIP).

As you can appreciate, a significant number of applications were received under the Local Municipal Initiatives. Unfortunately, program budgets limited the amount of approvals this year and this application did not rank high enough to receive an approval in 2021.

You may resubmit or update this application along with any other eligible projects for potential 2022 grant funding under the Local Municipal Initiatives prior to November 30, 2021.

If you have any questions or concerns please contact me at (403) 340-5069.

Sincerely,

A handwritten signature in blue ink that reads "Denette Leask".

Denette Leask
Infrastructure Technologist



Town of Blackfalds
REGULAR COUNCIL MEETING
Tuesday, June 22, 2021 at 7:00 p.m.
Remote/Virtual Platform
MINUTES

A Regular Council meeting for the Town of Blackfalds was held on Tuesday, June 22, 2021, via 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
Preston Weran, Director of Infrastructure and Property Services
Justin De Bresser, Director of Corporate Services
Sean Barnes, Director of Community Services
Jeff Heindel, Manager of Parks and Facilities
Kalina Van Winssen, Executive Assistant
Eddo Cancian, ACI Architect
Lloyd Desjarlais, Manager of Indigenous Services

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

The Notice of Motion - Land Use Bylaw Feedback Process for Developers was moved under Business.

186/21 Councillor Olfert moved that Council adopt the June 22, 2021 agenda as amended.

CARRIED UNANIMOUSLY

DELEGATION

Council Reconciliation Discussion - Lloyd Desjarlais

L. Desjarlais discussed the importance of continuing education and willingness to learn from Indigenous Peoples in Council's efforts toward reconciliation.

Eagle Builders Centre: Architect Update - Eddo Cancian

E. Cancian provided an update on the status of the Eagle Builders Centre, which is currently on schedule for completion in September.



Town of Blackfalds
REGULAR COUNCIL MEETING
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BUSINESS

CAO Report

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

- 187/21** Councillor Svab moved that the CAO Report be accepted as information.

CARRIED UNANIMOUSLY

Request for Decision – Council Remuneration Review Committee

A Council Remuneration Review Committee (CRRC) is established ahead of each new Council term to make recommendations on compensation amounts for the incoming Council. The Committee will consist of 5 citizens from the community as well as administrative personnel and a member of a consulting firm.

- 188/21** Councillor Olfert moved that Council formally approve the Council Remuneration Review Committee Terms of Reference as amended.

CARRIED UNANIMOUSLY

- 189/21** Councillor Appel moved that Council appoint the citizen representation as recommended to participate on the Council Remuneration Review Committee.

CARRIED UNANIMOUSLY

Request for Decision – Office Hours Policy

The Office Hours Policy is used in order to be accountable to the public, by setting consistent hours (8:30 a.m. – 4:30 p.m.) in which the Civic Centre will operate and provide services.

- 190/21** Councillor Stendie moved that Council accept the recommendation of Standing Committee of Council in the approval of Office Hours Policy 153.21 as presented.

CARRIED UNANIMOUSLY

Request for Decision – Purchasing Policy

Director de Bresser brought forward for discussion and review the revised Purchasing Policy, which includes amendments to allow for better local purchasing preference options and green procurement.

- 191/21** Councillor Olfert moved that Council accepts the recommendation of the Standing Committee of Council in the approval of the Purchasing Policy 151.21 as presented.

CARRIED UNANIMOUSLY

Request for Decision – 2022 Budget Timeline

The budget schedule follows the Budget Planning Policy and Procedures and ensures both Council and Administration have a set schedule to move forward with endorsements throughout the process. The schedule includes both Capital and Operating Budget timeframes for planning, reviews, and approvals at all levels.

- 192/21** Councillor Stendie moved that Council accepts the recommendation of Administration to approve the 2022 Budget Timeline as presented.

CARRIED UNANIMOUSLY



Town of Blackfalds
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Request for Decision – Aurora Heights Playground

On May 5, 2021, the Aurora Heights Playground themes were brought forward to the Recreation, Culture and Parks (RCP) Board Meeting. The RCP Board made the decision to move forward with the “train” theme for the Request for Proposal and have the final three design options chosen by the RCP Board to go out to public vote to determine the winning playground design.

- 193/21** Councillor Hoover moved that Council moves to accept the chosen winner from the public of Option A - BDI Play Designs Inc. for the new Aurora Heights community playground in the amount of \$150,000.00.

CARRIED

Councillor Stendie and Deputy Mayor Svab Opposed

NOTICES OF MOTION

Notice of Motion – Land Use Bylaw Feedback Process for Developers

- 194/21** Mayor Poole moved that Council direct Administration to reach out to developers and builders who work with the Town of Blackfalds, as well as any other group that Council may, during debate of the motion, feel would be useful and to and see if they would like to meet with Council to provide feedback on the proposed changes in the new LUB as well as the existing planning and development practices and procedures.

CARRIED

Councillor Stendie and Deputy Mayor Svab Opposed

ACTION CORRESPONDENCE

988 Suicide Prevention Hotline

MP Blaine Calkins requested Council’s support on the creation of a national 988 Suicide Prevention Hotline.

- 195/21** Councillor Hoover moved that Council accept the 988 Hotline request as information.

CARRIED

Mayor Poole Opposed

Central Alberta Mayors Support Letter

A request was made by the Town of Sylvan Lake to write a letter of support for the Red Deer College Child Advocacy Centre.

- 196/21** Councillor Stendie moved that Council write a letter of support for the Child Advocacy Centre.

CARRIED UNANIMOUSLY

INFORMATION

- Eagle Builders Centre Project Update – Director Barnes (*verbal*)
- Municipal Planning Commission Meeting Minutes – May 25, 2021
- FCSS Funding Letter – Ministry of Community and Social Services
- Lacombe County Council Highlights – June 10, 2021
- City of Lacombe Council Highlights – June 14, 2021

- 197/21** Deputy Mayor Svab moved to accept the Information Items as information.

CARRIED UNANIMOUSLY



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ROUNDTABLE DISCUSSION

Mayor and Council shared meetings and events attended from May to June, 2021.

198/21 Deputy Mayor Svab moved to accept the Roundtable Reports as information.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

199/21 Councillor Olfert moved that Council accept the Regular Council Meeting Minutes from June 8, 2021 as presented.

CARRIED UNANIMOUSLY

200/21 Councillor Appel moved that Council accept the Standing Committee Meeting Minutes from June 14, 2021 as presented.

CARRIED UNANIMOUSLY

BREAK

201/21 Councillor Taylor moved for a five-minute recess at 9:08 p.m.

CARRIED UNANIMOUSLY

REGULAR COUNCIL MEETING RETURNED TO ORDER

Mayor Poole called the Regular Council Meeting back to order at 9:14 p.m.

CONFIDENTIAL – Closed Session

- **FOIP S.23**

202/21 Deputy Mayor Svab moved that Council move to a closed session commencing at 9:14 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under Section 23 of Alberta's Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Closed Session Attendance - FOIP S.23: Mayor Richard Poole, Deputy Mayor Laura Svab, Councillor Ray Olfert, Councillor Jamie Hoover, Councillor Marina Appel, Councillor Rebecca Stendie, Councillor Will Taylor, CAO Thompson

203/21 Councillor Appel moved to come out of the closed session at 10:03 p.m.

CARRIED UNANIMOUSLY

Regular Council 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 Thompson

204/21 Councillor Hoover moved that Council direct Administration to proceed as directed in item 13.1.

CARRIED UNANIMOUSLY



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ADJOURNMENT

Mayor Poole adjourned the meeting at 10:05 p.m.

Richard Poole, Mayor

Myron Thompson, CAO

